

TOWN of WAKEFIELD

**207th
Annual Report**



2018

207th
Annual
Report



OF THE TOWN OFFICERS OF
WAKEFIELD
MASSACHUSETTS

Including the vital statistics for the year
ending December thirty-first

2018

TOWN OF WAKEFIELD

Population – 2018 - Census – 24,426

2010 Federal Census – 24,932

Councilor, 6th District – Terrence W. Kennedy of Lynnfield

U.S. Representative for Mass. 6th Congressional District - Seth Moulton

Representative 9th Essex District - Donald H. Wong

Representative 32nd Middlesex District - Paul A. Brodeur

Senator, Fifth Middlesex District – Jason Lewis

TOWN OFFICIALS-AS OF APRIL 24, 2018

***Town Council**

Peter J. May, Chairperson – 2019

Anthony J. Longo - 2019

Ann McGonigle Santos - 2019

Edward F. Dombroski, Jr. – 2020

Mehreen N. Butt – 2020

Paul R. DiNocco - 2021

Julie Smith-Galvin – 2021

****Town Administrator**

Stephen P. Maio

****Chief of Police**

Richard E. Smith

****Director of Assessments**

Victor P. Santaniello

****Dog Officer/Animal Inspector/Parking Clerk**

Kenneth J. Stache

****Electrical Inspector**

David J. Sardella

****Emergency Management**

Thomas P. Walsh

****Fire Chief**

Michael J. Sullivan

****Inspector of Buildings**

John J. Roberto, III

***Moderator**

William Harbison Carroll – 2019

****Plumbing/Gas Inspector**

Paul J. Donohoe

***Tax Collector**

Kathleen M. Kelly – 2021

****Town Accountant**

Kevin M. Gill

***Town Clerk**

Betsy Sheeran - 2020

****Town Counsel**

Thomas A. Mullen

****Town Planner**

Paul Reavis

***Treasurer**

John J. McCarthy, Jr. – 2019

****Veterans Agent**

Hector Erinna

****Advisory Board of Public Works**

David A. West - 2019

Maria Palomino - 2020

Christopher J. Fowlie - 2021

****Board of Appeals**

Richard O. Bayrd, – 2019

James H. McBain – 2019

David W. Hatfield – 2020

Amy Wall - 2020

Charles L. Tarbell, Jr. - 2021

Thomas J. Lucey, Alternate - 2021

Michael Feeley, Alternate - 2021

Gregory McIntosh, Alternate - 2021

***Board of Assessors**

Walter Schofield – 2019

Sebastian P. Tine – 2020

Jane A. D’Addario – 2021

***Board of Health**

Elaine M. Silva – 2019

Alison J. Mehlman, Chairperson - 2020

Laurel Skinder Gourville - 2021

****Board of Registrars**

Kathleen M. Beaulieu – 2019

Peter J. Solomon - 2019

****Capital Planning Committee**

Philip Renzi - 2019

Tracey Cleversey - 2020

Daniel Calore - 2020

Franklin C. Leone, Jr. – 2021

David Whitman - 2021

****CATV Advisory Committee**

Bruce Donovan – 2019

James Lapery - 2020

Daniel P. Lieber – 2021

****Commission on Disability Issues**

John Murray - 2019

Lois E. Jarema-Benjamin – 2020

Tracy J. Vincent - 2020

Johnathan Savey - 2021

Marie Rej - 2021

Lorna Davidson-Connelly – 2021

****Conservation Commission**

David N. Peterson – 2019

Warren M. Laskey - 2020

Frank J. Luciani, Jr. - 2020

Robert J. Romano – 2021

Peter M. Miller – 2021

Teresa Belmonte – 2021

Frank Calandra – 2019

***Constables**

Gerard S. Alterio, Jr. – 2019

Richard O. Bayrd – 2019

Kevin J. Lopes - 2020

****Council on Aging**

Frances Mary Cheney – 2019

Thomas Coffin – 2019

Heather Hansson – 2020

Elizabeth Ellis – 2020

Florence Calore – 2020

Maureen Hickey - 2021

Maureen Howlett - 2019

****Cultural Council**

Marmmeet Desai – 2021

Caroline Lieber – 2019

Colleen Getty – 2019

Robert MacRobbie – 2019

Andy Levine – 2021

Sarah Madeleine Tierney Guerin - 2021

****Fence Viewers**

Dennis M. Cloherty - 2020

James Byrnes - 2021

****Finance Committee**

Brian P. Cusack - 2019

Gerard W. Leeman - 2019

Joseph B. Bertrand - 2019

Daniel W. Sherman, Chairperson – 2019

James Sullivan - 2019

Douglas S. Butler – 2020

Peter McManama – 2020

Rebecca Gilding – 2020

Jonathan Chines – 2020

Jan DiGiambattista – 2020

Dennis Hogan - 2021

Joseph V. Tringale - 2021

Joanne Reilly - 2021

Morgan McCauley – 2021

Evan Kenney – 2021

****Historical Commission**

Nancy L. Bertrand, Chairperson – 2020

Juliane M. Gerace – 2020

Gene A. Moulton – 2020

Daniel Benjamin Jr. – 2020

Francene Harrington - 2020

***Housing Authority**

Jane Good - 2019

Alfred S. Confalone

Charles Geier – 2021

Lorelei Mackay – 2022

Valerie Pennington – 2020

***Lucius Beebe Memorial Library Trustees**

Jeffrey Michael Quinn – 2019

Timothy F. Healy - 2019

John Havelick, Jr. - 2019

Michael J. Bourque – 2020

Susan Wetmore - 2020

Joseph Trindale - 2020

Kevin Patrick Scanlon – 2021

Cindy A. Schatz – 2021

Aimee Lominac - 2021

***Municipal Gas & Light Commissioners**

Kevin T. Haggerty - 2019

Wayne M. Tarr – 2019

John J. Warchol – 2020

Kenneth J. Chase, Jr. – 2021

Jennifer Kallay – 2021

***Northeast Metropolitan Regional Vocational School (4 years)**

Vincent J. Carisella – 2020

****Permanent Building Committee**

Joseph B. Bertrand – 2019

James A. Lapery - 2019

Philip Renzi - 2019

Charles L. Tarbell, Jr. – 2020

George Brooks - Alternate – 2020

Timothy Demers – 2020

Christopher J. Callanan - 2021

Jerry Hammersley - 2021

Jason Cohen - 2021

Janine Fabiano - 2021

John McDonald – Alternate - 2021

*** Planning Board**

William Spaulding - 2019

Matthew Lowry - 2020

Paul J. Semenza - 2021

William M. D'Amore – 2022

Christopher J. Fowlie - 2023

****Recreation Commission**

Jeanne Stinson - 2019

Franklin C. Leone, Jr. - 2019

Michael Boudreau - 2019

Gerald E. Barrett - 2020

Susan Hickey - 2020

Richard Stevens – 2020

Christine M. Gargano – 2021

Todd Fickes - 2021

Annie K. Duvall - 2021

Retirement Board

Kevin Gill – Ex-Officio - Chairperson

****Richard E. Smith**

***Philip Rogers, Sr. – 2021**

***Richard J. DeFelice – 2019**

****Daniel Sherman - 2020**

***School Committee**

Thomas F. Markham, III - Chairperson – 2019

Greg Liakos - 2019

Ronald J. Masse, Jr - 2019

Anne-Marie Fortier - 2020

Christopher J. Callanan – 2020

Colleen E. Guida - 2021

Aimee J. Purcell - 2021

*Elected **Appointed

General Government Reports of

TOWN COUNCIL

TOWN ADMINISTRATOR

ASSESSING DEPARTMENT

PLANNING BOARD

CONSERVATION COMMISSION

RETIREMENT BOARD

RECREATION COMMISSION

Report of the Town Council

At the Town Council organizational meeting on May 14, 2018, following the Town Election in April, Peter May was elected Chairman and Anthony Longo was elected Vice-Chairman. The Council welcomed Julie Smith Galvin. The other members of the Board are Ann McGonigle Santos, Edward F. Dombroski Jr, and Mehreen Butt. The Council thanked Brian Falvey for his years of service on the Council. The Town Council meets on the 2nd & 4th Mondays of the month at WCAT studios on Hemlock Road.

The powers, duties and responsibilities of the Town Council are enumerated in hundreds of sections of law applying directly to Town Councils. The broadly diversified powers, duties and responsibilities of the Town Council affect the functioning of all Town departments and central coordination is essential to an effective and efficient municipal administration.

The Town continues to function under the Open Town Meeting –Town Council-Town Administrator- Town Charter model. The Charter grants the Town Administrator the responsibility for daily management of the Town's business; provides for the election by the voters of a seven member Town Council, a Town Moderator, a Tax Collector, a Town Clerk, a seven member School Committee, a five member Planning Board and a Housing Authority; provides for strengthened financial procedures; requires a Department of Public Works with an Advisory Board of Public Works; provides flexibility to reorganize Town agencies in the future; and, provides a referendum procedure by which Town Meeting votes on certain Warrant Articles may be reconsidered by the voters in a referendum election.

The Town Council and the Town Administrator have continued to represent the Town's interest before officials, committees and commissions at the various levels of Municipal, State, and Federal government for the purpose of presenting information and evidence on matters that concern the Town of Wakefield.

The necessity for effective liaison and representation between the Town and State government has become increasingly important as locally uncontrollable costs are transferred and made part of the cost of Town government.

Town Planner Paul Reavis serves as the Town's representative to the Metropolitan Area Planning Council.

The Town Council wishes to thank the many volunteers who work so attentively on a variety of Boards, Committees and Commissions to make Wakefield the Town that it is.

Peter May, Chairman
Anthony Longo, Vice Chairman
Mehreen Butt
Paul DiNocco
Edward F. Dombroski Jr.
Julie Smith Galvin
Ann McGonigle Santos
TOWN COUNCIL

Stephen P. Maio
TOWN ADMINISTRATOR

Sherri A. Dalton
CLERK

Report of the Town Administrator

In 2018, Wakefield continued to address many of the economic and social issues that tug at the fabric of our everyday lives. In many instances the year seemed like a one step forward two step back venture but at years end, we survived stronger and more determined than ever to face the challenges that lay ahead in a collaborative manner.

In January, the year started off on sad note with the passing of longtime Selectwoman and activist Phyllis Hull. Simply stated Phyllis made Wakefield a better community. She is sorely missed.

In February, the still named Board of Selectmen finalized the approval of the National Grid Power Line project as well as formally approved the advertising of a request for proposals for the construction of a skating rink facility off of Hemlock Road on parcels of land owned by the Town of Wakefield and the Vocational School. Despite some interest, unfortunately, no bids were presented. We are revisiting this proposal. Also, the still named Board of Selectmen authorized the use of one central polling place for all future elections (after the Town election in April 2018).

In March, the still named Board of Selectmen voted to join with other communities nationwide in a class action suit against the big pharmaceutical companies in regard to the national opioid epidemic. There remains a long way to go but we have joined the fight in holding the companies responsible for pushing their drugs on our citizens.

In April, at the Town Election, the Towns people by a vote of 1936 to 1204 elected to amend the Town Charter and change the name of the Board of Selectmen to the Town Council. This movement initiated by the then Board of Selectmen in 2017, passed by Town Meeting in November of 2017, survived the many hurdles necessary to make sure that designation of the senior Board in town embodied a welcoming tone to all regardless of gender. Many of our neighbors have followed Wakefield's lead here.

Speaking of following our lead, over the spring and summer months the Wayfinding and Branding Committee met and is close to presenting locations in town which are appropriate for directional and informational

signage, as well as kiosks. It is hoped that wayfinding and branding will increase the flow of patrons to our wonderful town.

May's town meeting brought more social change to Wakefield as the town reaffirmed its commitment to a healthy future for both our citizenry and the environment. Town Meeting voted **unanimously** to authorize the Town Council to enter into a 99 year lease of the MBTA land for the Rail to Trail project. It is hoped that this project will be completed in the next couple of years.

Hundreds of new residents continued to enjoy the Wakefield 101 program held in May and November. This program introduces newcomers to Wakefield to all Town Departments as well as many of the nonprofit groups that make our town great. It is very heartwarming to see how excited people are to move here.

Over the summer months our Town Council continued to improve the lives of our citizens by extending the hours at the Nahant Street Yard Waste Site, amended the Lake Shore Use policy as well as corrected the unenforceable hawkers and peddler's regulation.

From a Government standpoint the fall was a period of review and presentation of a number of Charter and Town Bylaw Changes. These changes were adopted to make the workings of Town Government more efficient and consistent with current practice.

This October, Wakefield lost one of its physical and spiritual icons as the Baptist Church was struck by lightning and burned down. It was a huge fire that brought mutual aid from 20 or so communities. Luckily the fire was contained to the one church building and no one was injured. We look forward to working with the Baptist Church Community to ensure the day when once again a majestic steeple graces our skyline.

On a brighter note, the Town Council was able to establish through private donations an emergency fund. This fund is in place to assist Wakefield Citizens who are in need of assistance due to sudden event. We have already helped a number of Wakefield families as of this writing.

In November, a number of Town Officials and many citizens attended a Solidarity Shabbat: Remembering Pittsburgh at Temple Emmanuel. This outpouring of support was a call to our better angels as this community addresses heinous acts of discrimination and hate. As a society we have a

long journey ahead. I remain proud of the work our Town Council, School Committee, Human Rights Commission, Town Employees and fellow Townspeople continue to do to make Wakefield a welcoming community for all.

Once again on behalf of the Town of Wakefield, I thank all of the many civic groups who initiate programs, projects and services which strengthen the beauty and character of our town.

All of the above would not have been possible without the strong visionary leadership of the Town Council, the financial direction provided by the Finance Committee, the tenacious diligence of our town employees and most importantly, the faith and confidence placed in the management team by the Citizens of Wakefield. All is much appreciated.

Steve Maio
Town Administrator

Report of the Assessing Department

MISSION STATEMENT

The mission of the Wakefield Assessment Department is to provide fiscal stability by promptly, fairly and equitably determining the valuation of all real and personal property located in the Town of Wakefield. The Assessment Department is obligated under law to assess all property at its full and fair market value as of January 1 of each year for the purpose of taxation. This is accomplished through the maintenance and administration of all property tax data records. In addition, the department also administers motor vehicle excise tax, real, personal and motor vehicle excise tax abatements, and all statutory tax exemptions as allowed by law.

Our staff is comprised of an elected three-person board and three full-time employees.

Board of Assessors:	Office Staff:
Sebastian Tine, MAA, Vice-Chairman	Victor P. Santaniello, MAA, Dir. of Assessments
Jane D'Addario, MAA, Chairman	Scott Morrison, MAA, Assistant Assessor
Walter Schofield, Board Member	Kirsten Evans, Office Administrator

During the past year, the major activities undertaken by the Assessor's office include:

- Provided online access to our property record database via the internet.
- Conducted a state mandated yearly property revaluation town wide.
- Reviewed and adjusted properties to reflect updated market conditions.
- Completed online listing of assessor maps.
- Maintained and updated all real estate and personal property tax records.

Special projects and future goals of the Assessment Department include:

- Manage ongoing state-mandated data recollection effort.
- Continue review and update of valuation neighborhood designations.
- Continue ongoing sales verification questionnaire mailing program.
- Implement new and efficient office policies and procedures as required.
- Maintain supplemental assessment program as required by state law.

- Update existing tax maps.
- Make select state tax forms available via the internet.
- Increase public awareness relative to assessing and exemptions.

FISCAL YEAR 2018 TAX RATE SUMMARY	
Total amount to be raised	\$107,621,787.21
Total estimated receipts	\$37,581,188.00
Residential Tax Rate: \$12.95	Commercial Tax Rate: \$25.61
Real Property Valuation	\$4,658,689,067
Personal Property Valuation	\$128,116,900
Total valuation of taxable property	\$4,768,805,967
Total real estate tax	\$66,759,525.40
Total personal property tax	\$3,281,073.81
Tax levy	\$70,040,599.21

FISCAL YEAR 2018 RECAP SUMMARY PAGE 1				
Property Class	Levy Percentage	Valuation by Class	Tax Rates	Levy by Class
Residential	76.7495%	\$4,150,829,511	12.95	\$53,753,242.17
Exempt	-	-	-	-
Open Space	0.0000%			
Commercial	15.6968%	\$429,358,706	25.61	\$10,995,876.46
Exempt	-	-	-	-
Industrial	2.8698%	\$78,500,850	25.61	\$2,010,406.77
SUBTOTAL	95.3161%	\$4,658,689,067	-	\$66,759,525.40
Personal	4.6839%	\$128,116,900	25.61	\$3,281,073.81
TOTAL	100.0000%	\$4,786,805,968	-	\$70,040,599.21

MINIMUM RESIDENTIAL FACTOR COMPUTATION (FY2018)		
Class	Full and Fair Cash Value	Percentage Share
1. Residential	\$4,150,829,511	86.7140%
2. Open Space	0	0.0000%
3. Commercial	\$429,358,706	8.9696%
4. Industrial	\$78,500,850	1.6399%
5. Personal Property	\$128,116,900	2.6765%
TOTALS	\$4,519,822,372	100.0000%
Maximum Share of Levy CIP Classes 3,4&5	1.75 x 13.2860 =	23.2505% Maximum % Share
Minimum Share of	100% - 24.3628% =	76.7495%

Levy for Classes 1 & 2		Minimum % Share
Minimum Residential Factor (MRF)	.767495 / .867140 =	.885088

ASSESSMENT/CLASSIFICATION REPORT – FY2018					
Property Type	Parcel Count	Class 1 Residential Value	Class 3 Commercial Value	Class 4 Industrial Value	Class 5 Personal Prop. Value
101	6,242	\$3,111,349,800			
102	1,206	\$377,152,800			
Misc.103, 109	0	0			
104	721	\$363,257,300			
105	132	\$71,357,900			
111 - 125	100	\$186,044,100			
130-132,106	280	\$18,018,000			
300 - 393	313		\$410,414,425		
400 - 452	94			\$77,936,800	
Ch.61 Land					
Ch.61A Land					
Ch.61B Land	3		\$561,642		
012 - 043	75	\$23,649,611	\$18,382,639	\$564,050	
501	253				\$16,925,230
502	402				\$28,822,520
503					
504,550-552	4				\$67,503,490

505	5				\$12,899,400
508	4				\$1,968,260
TOTALS	9,834	\$4,150,829,511	\$429,358,706	\$78,500,850	\$128,116,900
REAL & PERSONAL PROPERTY TOTAL VALUE				\$4,786,805,967	
TOTAL VALUE OF ALL EXEMPT PROPERTY				\$373,613,500	

LOCAL EXPENDITURES	
Total appropriations	\$104,015,315
Other Local Expenditures	\$1,000,000
Snow and ice deficit / Overlay deficits	\$195,842.08
Allowance for abatements and exemptions	\$598,612.13
Total state and county charges	\$1,772,727
Total cherry sheet offsets	\$39,291
Total of appropriations and expenditures	\$107,621,787.21

ESTIMATED RECEIPTS AND AVAILABLE FUNDS	
State cherry sheet estimates	\$10,219,256
Ma school bldg. auth	\$927,551
Local estimated receipts	\$8,177,467
Enterprise funds	\$14,488,451
Free cash	\$2,220,000
Other available funds & WMGLD	\$999,273
Offset receipts	\$112,000
Total:	\$37,581,188

STATUTORY EXEMPTIONS		
Clause	FY 2017	FY 2018
Hardship 5 - 18	\$2,009.88	\$5,211.08
Deferral 5 – 41A	\$37,986.07	\$54,610.42
Elderly 5 – 41	\$55,500	\$67,000
All Veterans & Surviving Spouses 5 – 22(a-f)	\$89,803.13	\$89,236.56
Surviving Spouses 17D	\$2,100	\$2,100
8 - 58	\$0.00	\$0.00

Blind 5 - 37	\$10,000	\$9,500
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BETTERMENTS, SPECIAL ASSESSMENTS & LIENS			
Category	Total Committed Amounts by Category		
Light Liens	\$76,803.58		
Sewer Liens	\$259,720.61		
Water Liens	\$174,419.42		
Title V Sewer Upgrade	\$677.00		
Sewer Betterments	\$3,365.47		
Street & Sidewalk Betterments	\$13,100.66		
Water Betterments	\$0.00		
Total Committed	\$458,429.60		
Motor Vehicle Excise (Comm. 1-6,99)	27,484 Bills		\$4,359,964.44

Respectfully submitted,
Board of Assessors

Report of the Planning Board

The Planning Board, as established under M.G.L. Chapter 41, §81A, consists of an elected five-member body with the powers and duties to carry out the provisions of the subdivision control laws in the Town of Wakefield. The Board holds regularly scheduled meetings and public hearings on the second and fourth Tuesday of each month. In certain cases, the Board acts as a special permit granting authority as defined in the Town's bylaws. The Planning Board is responsible for preparing, adopting and issuing a Master Plan. In 2018, the Planning Board met fifteen (15) times.

On March 27, 2018, the Planning Board reviewed the initial plans to construct a cul-de-sac street for a two-lot subdivision at 291 Salem Street. At that public hearing abutters presented photographs of water ponding on the site and inundating a portion of Salem Street. The proposed cul-de-sac was possible by right without zoning variances or waivers from the subdivision rules and regulations. A standard-regulation fifty-foot radius cul-de-sac and short roadway would have added more impervious surfaces, shedding more water. For two lots this was considered excessive; the Planning Board considered the dimensions of adjacent lots, the character of the community and need to design an on-site drainage system.

Discussions of re-orienting the homes and lots with frontage on Salem Street progressed and the applicant filed revised plans and new applications with the Zoning Board of Appeals for a frontage variance and a special permit for a shared driveway. On December 11, 2018, the Planning Board voted to approve waivers and the subdivision plans. The Board considers creative solutions are needed to reduce impervious surfaces that increase drainage problems.

The Planning Board opened the public hearing for 107 Prospect Street on September 24, 2018. During the previous year a preliminary plan to build a new cul-de-sac street for three buildable lots was submitted by the owners. Again drainage was a major concern and creative solutions were recommended to manage water ponding on this and adjacent sites. This project was concurrently reviewed by the Conservation Commission. The hearings were continued into 2019.

Under M.G.L. Ch. 41, §81P, the Planning Board is required to endorse plans for new lots that comply with the town's zoning bylaws. These

plans are known as 81P Plans or “approval not required” (ANR) plans. In 2018, the Planning Board endorsed four (4) ANR Plans: 22 Lake Street, Lancaster Road, 11 Ossipee Lane, and three lots on Lovis Ave. Under the provisions of M.G.L. Ch. 41, §81Q Planning Board adopts Rules and Regulations concerning the preparation and submission of plans for new subdivisions and, what are called, §81P plans or ANR plans (approval not required) plans. Once adopted the town’s regulations are published as Chapter 320 of Wakefield’s Town Code. On December 11, 2018, the Planning Board held a public hearing and subsequently adopted two changes. The first change concerned the standards for ANR Plans. The second expanded the standards for street trees in new subdivisions.

The Planning Board would like to acknowledge the following individuals for their support and assistance throughout the past year: Michael Collins, Town Engineer; Linda Donaldson, Clerk to the Board; Thomas Mullen, Town Counsel and Paul Reavis, Town Planner.

Respectfully submitted,
William L. Spaulding, *Chairman*
Matthew Lowry, *Vice Chair*
Paul J. Semenza
William M. D’Amore
Christopher J. Fowlie

Report of the Conservation Commission

The Wakefield Conservation Commission (“Commission”) is responsible for the protection and preservation of Wakefield’s natural resources through regulatory review, planning, advocacy, and education. Typically, this is accomplished through the implementation of the Conservation Commission Act (M.G.L. Ch. 40, sec. 8C), and the administration and enforcement of the Massachusetts Wetlands Protection Act (“Act”) (M.G.L c 131 § 40), with its corresponding regulations (310 CMR 10.00). In addition to their duties as administrators of the Act, the Commission is also responsible for the planning, acquiring, and managing of open space. The benefits of protecting open space include: protecting water quality and water supply; providing flood storage area; preserving habitat and diversity; providing recreation and aesthetics; preserving community character and agriculture; and providing educational opportunities.

In 2018, the Commission conducted 21 public hearings and reviewed twelve (12) Notice of Intent filings. The review of these filings provided an assessment of potential impacts on the wetland values vital to the community; including the protection of public and/or private water supplies, protection of groundwater, flood control, storm damage prevention, pollution prevention, and protection of wildlife habitat. In addition to the Notice of Intent filings, the Commission reviewed three (3) Abbreviated Notices of Resource Area Delineation, four (4) Requests for Determination of Applicability and issued three (3) Certificates of Compliance.

This year the Commission worked with a private land owner to expand the protection of wetland resources and open space. A 1.5 acre town-owned lot was exchanged for two privately owned lots totaling approximately four (4) acres.

On 11/1/18, pursuant to Massachusetts General Law 44, section 53G, the Commission voted unanimously to adopt “A Rule Authorizing Hiring of Independent Consultants”. This rule will allow for the employment of independent consultants, engaged by the Commission, at the applicant’s expense, for specific expert services deemed necessary by the Commission in order to reach final decisions on submitted applications. Some examples of areas that may be reviewed are: resource area delineations, analysis of resource area values and drainage analysis. This

tool will allow for a more thorough review of complex and sensitive areas.

The Commission was pleased to welcome back former Commissioner Teresa Belmonte as a voting member.

Report of the Retirement Board

Summary of Activity for the year ending December 31, 2018

INVESTMENT SCHEDULE

PRIT Cash Fund	\$60,626.99
PRIT Capital Fund	\$117,672,087.58
Cash-Checking Account	\$588,470.29
Cash-Payroll Account	\$0.00
Accounts Receivable	\$40,337.25
Accounts Payable	(\$467.65)
Total	\$118,361,054.46

PENSION AND ANNUITY PAYMENTS

Pension Accumulation Fund	\$8,930,863.01
Annuity Reserve Fund	\$1,747,411.26
Total Payments	\$10,678,274.27

NUMBER OF RETIREES AND BENEFICIARIES BY TYPE

Superannuation	269
Accidental Disability	32
Ordinary Disability	6
Accidental Death	8
Surviving Spouses	49
Total	364

Board Members
Kevin Gill, Chairman
Richard DeFelice
Philip Rogers, Sr.
Daniel Sherman
Richard E. Smith

Office Staff
Cathy Cheek, Executive Director
Sherri A. Dalton, Clerk

Report of the Recreation Department

The primary function of the Wakefield Recreation Department is to expand and improve recreational opportunities for Residents of all ages. The Recreation Department strives to provide fun, safe, quality, and affordable, programming for all our participants.

Wakefield Recreation is the central permitting department and scheduler for the use of sports fields, parks, and tennis courts within the Town. They are also responsible for oversight and operation of the Americal Civic Center.

Funds raised by the Department thru field permitting are made available to the Department of Public Works and reinvested for field improvements and maintenance, as well as investing in future Recreation Department programming and departmental needs.

In March of 2018, the Recreation Department moved its offices to the first floor of the Americal Civic Center. The main responsibilities include Drill Hall (Gym) and Heritage Room (meeting space) scheduling, billing of tenants, and serving as tenant liaison for the Town of Wakefield.

Wakefield Recreation has become the destination spot for adult Pickleball on the North Shore. We offer play during the morning hours (M-Th) and on Friday evenings at the Americal Civic Center.

New programming in 2018 included Adult Goat Yoga which took place by Lake Quannapowitt. We offered Pet CPR. We also offered Spanish classes for youth, Golf at Mt. Hood, Kids Painting classes, Cheerleading. Wakefield Rec also took over direct oversight of the Washed-Up Ballers High School Basketball League.

In 2019, the Recreation Department will continue to provide a variety of programming for people of all ages and abilities. The Department will work closely with youth and adult sports groups to provide safe, well maintained fields. We also look to make continued improvements to the Americal Civic Center. A major goal for 2019 is to have a wheelchair accessible swing added to one of our playgrounds because every child deserves a chance to play.

Protection of Persons and Property

Reports of

POLICE DEPARTMENT

FIRE DEPARTMENT

EMERGENCY MANAGEMENT

FIRE ALARM & TRAFFIC SIGNAL

INSPECTIONAL SERVICES

ANIMAL CONTROL

ZONING BOARD OF APPEALS

Report of the Police Department

On behalf of the Wakefield Police Department team, our Annual Report highlights the accomplishments that we as a community achieved in 2018. The strength and unity of our department is reflected in the integrity and character of our sworn and professional staff.

Our team at WPD is comprised of the best of the best. Despite the challenges that face the law enforcement profession, the department displayed the utmost compassion and commitment to serving our community to ensure the safety of our residents and visitors. It is with sincere appreciation for the exceptional work accomplished by our staff, that I am able to lead this organization.

As we look forward to 2019, challenges will undoubtedly arise. Collectively as a department, we will continue to address the challenges and quality of life issues that we are confronted with. Our organization is strong and our community supports our mission. Thank you for the opportunity to serve.

I would like to take a minute to thank the Senior Staff as well as the many other officers who assisted in making this report a viable, documented and complete treatise of the activities of the Wakefield Police Department in 2018.

January

On January 17 Officer John Whaley was assigned to patrol when he received a phone call from Officer Shane Pelletier who was working a detail advising him that a male party from Auburn Street with outstanding warrants and was observed walking into The Savings Bank. Officer Whaley responded to the area and observed the male party enter a blue Ford F-250. Officer Whaley began to follow the vehicle and the operator, who also had a suspended driver's license, as he continued west on Chestnut Street. This male subject was well known to this department and has been violent towards our officers in the past. As Officer Whaley attempted to conduct a motor vehicle stop, the operator continued on Chestnut Street, made a left turn onto Cedar Street, and then a left onto Auburn Street. At this time he stopped the truck in front of his residence and ran on foot into the backyard. A large group of family members were already outside and were yelling and preventing officers from entering the yard. Multiple officers arrived on scene for back-up as many family

members continued with their belligerent behavior. The suspect ran through backyards and eventually his in a shed behind his residence. After a brief negotiation, he exited the shed and was taken into custody. The belligerent behavior by family members continued as officers escorted the subject into a police cruiser.

On February 19 Officer Rossicone was dispatched to the Quick-Mart located at the intersection of Lowell Street and Vernon Street for a report of a past indecent exposure. Upon arrival he spoke to an adult female who advised that she had entered the store a short time ago to purchase a lottery ticket. During this time she observed a male customer lingering to her left and had his hands down his pants, briefly exposing himself. She exited the store and entered her vehicle. Shortly thereafter the male party exited the store and again exposed himself to her and fled on foot towards Lowell Street where she lost sight of him. Officer Rossicone was able to view the store video and establish a suspect. Wakefield Detectives Chris Grace and Jack Ryan were able to track him down at a later time and conduct an interview/interrogation. Following this, they were able to establish probable cause to charge him with two counts of Open and Gross Lewdness.

On January 25 Detectives Chris Grace and Jack Ryan along with members of the Southern Middlesex Drug Task Force were conducting surveillance in the area of #538 Salem Street on a male party that they believed would be making a delivery of narcotics to that location. A short time later they observed a gray Honda CRV pull up to another vehicle. A female party exited the second vehicle, entered the CRV, and exited after a brief time. Detectives spoke with the female and confirmed that she had purchased heroin from the male operator. As detectives approached the CRV, the suspect drove over a curb and grassy area and fled on Salem Street towards Lynnfield. The operator refused to stop as it continued onto Route 128 North and then exited onto Route 1 south where he became stuck in traffic. Detectives were able to approach the vehicle and after a brief struggle the male party out of Lynn was taken into custody.

On January 28 Officer John Whaley was traveling northbound on MacArthur Road in Stoneham which merges with Park Avenue in Wakefield when his attention was drawn to a gray Ford Edge that was operating with no headlights or taillights illuminated. Concerned that this vehicle was approaching a bend in the road, he conducted a motor vehicle stop. He exited his unmarked cruiser and approached the male operator. While walking past the vehicle he shined his duty flashlight into the rear compartment and observed a glass smoking pipe on the floor. The

operator appeared extremely nervous as his hands were trembling, his speech was broken up, and he was breathing heavily. The subject advised Officer Whaley that the vehicle was a rental, however there was no proof of a rental agreement. Officer Whaley was able to detect a strong odor of raw marijuana emanating from the vehicle and the operator was not providing plausible answers to routine questions. As back-up arrived, officers observed what appeared to be a firearm on the floor in front passenger compartment. This was later determined to be a paint ball gun that resembled a firearm. After further investigation, officers located methamphetamine pills, marijuana, and Ativan pills all packaged for distribution. The male party from Somerville is facing multiple charges through Malden District Court.

February

On February 15th Officer John Whaley was on patrol in the Salem Street area when he observed a Chevrolet Silverado operating with aftermarket headlights and taillights. He conducted a stop and on approach he observed a male party that is well known to this department for criminal activity. Off. Whaley observed a brand new Dyson Cordless Vacuum in its original packaging in the backseat. He claimed that he had just purchased the item from a friend. He was able to take a photo of the item with the barcode and returned to the station. Further inquiries led him to a Home Depot distribution center in Westfield that this item may have been stolen from. The investigation is ongoing.

On February 16th Officer John Whaley was working patrol for the evening shift when he overheard the Reading Police Department broadcast that there was a male party outside of the Chili's Restaurant on Walkers Brook Drive threatening to shoot people inside. Shortly thereafter, he overheard a Reading Sergeant requesting a Wakefield officer provide assistance with a Taser. He quickly responded and observed two Reading officers struggling with a male party in the parking lot. As he approached the struggle continued and he drew out his department issued Taser and gave two "warning archs" along with verbal commands. Following this, the subject complied and placed his hands behind his back without further incident.

On February 23rd Officers Shane Pelletier and John Whaley were monitoring the area of Salem Street and Audubon Road when they observed a black Lincoln parked at the Irving Gas Station that appeared to have illegal window tint. The vehicle was waiting in the parking lot without making entry into the store or using the gas pumps. After a short time, a Honda Accord pulled up next to the Lincoln. The operator of the

Honda entered the Lincoln and then exited after a brief period. This activity is consistent with drug distribution, and officers conducted a motor vehicle stop. After further investigation, it was determined that the male operator of the Lincoln sold THC oil cartridges to the operator of the Honda. He is facing charges through Malden District Court for Distribution of a Class C Substance.

March

On March 1st we responded to a residence where officers were met by family members of a 24 year old male that were concerned for his safety and well-being. It was reported that this individual suffers from several mood disorders, and was currently at an unknown location threatening to take his own life. Officers immediately began to make phone contact with this individual while also contacting the phone carrier for exigent circumstances. They were able to “ping” the phone coordinates in the city of Salem, MA. Shortly thereafter he was located by Salem PD and taken to the hospital for evaluation.

On March 5th Officer John Whaley was monitoring traffic on Water Street when he observed a Ford Escape pass by him with a red inspection sticker, which indicates the vehicle failed inspection for a safety defect. He attempted to conduct a stop in the area of Montrose Avenue, however the vehicle failed to stop and continued into Saugus. The vehicle eventually came to a stop and he approached the driver’s side window. It was soon determined that the male operator had a suspended license as he was taken into custody. A male passenger was also to be found in possession of a counterfeit \$100 bill and a female passenger was found to be in possession of Heroin. All three will be facing charges through Malden District Court.

On March 9th officers responded to Auburn Street for a report of a small fire on the front porch of a vacant home. After the fire was extinguished, it was determined that a chair had been set on fire and appeared to have been done intentionally. Sgt. Detective Rick DiNanno, Det. Jack Ryan, and Off. Amy Rando began an investigation that led them to a possible female suspect that previously resided on Emerson Street. After obtaining video footage from a building in the area and an interview of the suspect, the 37 year old female was charged with Arson.

On March 16th Officer Russell Carman was monitoring traffic when he observed a handicap school bus stop at the corner of New Salem Street and Butler Avenue. He then observed numerous vehicles stop for the bus

once its emergency lights were activated. As traffic built up, he observed a black Honda Civic drive past the school bus while its emergency lights were still activated. He then heard the school bus driver yell at the operator as she was still helping children get settled inside of the bus. Officer Carman was able to make a traffic stop in the area and approached the male operator. It was determined that this individual did not possess a valid license, and he will be facing a criminal charge for Unlicensed Operation along with a civil infraction of Failure to Stop for a School Bus.

April

On April 3rd Officers were dispatched to the area of Walton Street for a report of an intoxicated male party. Upon arrival, Officer Matt Powers was approached by a female who stated that her son was inside a residence and was under the influence of alcohol. As Officer Powers approached the side door he was able to hear multiple voices yelling from inside of a screen porch. In the doorway he encountered the male party in question. He was frothing at the mouth and his pupils were pinpoint, showing obvious signs of drug and alcohol consumption. This individual was yelling and screaming in a belligerent manner. Officer Powers attempted de-escalate the situation as several people were in close proximity. The male party clenched his fists and it was believed that he was going to strike his mother. Officer Powers was unable to utilize less-lethal options due to the congested area with bystanders and was forced to take him to the ground using defensive tactics. The male continued to fight and struggle on the ground for several minutes. Officer David Rando arrived on scene and assisted as the suspect continued to fight. Eventually they were able to apply handcuffs, however he continued to kick officers until they were able to secure his legs with shackles. He was transported to the station where his combative behavior continued. He is facing multiple charges through Malden District Court.

On April 5th Officers Shaun Conway was dispatched to the Lakeside Inn for a report of an individual that had broken into several vehicles. He was able to get a description and soon thereafter he observed a male fitting the description in the area. He approached him along with Officer Kyle Meehan and began an investigation. This continued throughout the morning hours and it was determined that the suspect, a 25 year old out of Middleton, had broken into several vehicles and had stolen several items. Also located were items that were apparently stolen out of surrounding cities and towns as well. He was taken into custody and is being charged with several counts of Larceny and Breaking and Entering.

On April 5th a search warrant was acted upon based on a previous motor vehicle stop by Officer John Whaley. On March 12th he stopped a motor vehicle on Audubon Road and arrested the male operator out of Wakefield for Operating Under the Influence of Drugs. During a routine inventory, three United States Postal Service packages were located in the trunk that were not addressed to the operator/owner. An investigation began in regards to these packages, with both the involved as well as the alleged recipient being uncooperative. Enough evidence was gathered to obtain a search warrant for these packages which resulted in the finding of 250 vials of liquid steroids along with 1,650 steroid pills. Both male parties are facing charges for Possession with Intent to Distribute Class E Drugs and Conspiracy.

On April 12th Officer Kyle Meehan and Officer Russell Carman were dispatched to Wiley Street for a report of an out of control male party in possession of a hammer. Upon arrival officers were informed that the individual was in the backyard of a residence. Officers responded to the area and observed the male party wearing a baggy sweatshirt. Officers approached and began giving him verbal commands, however he turned away from them and grabbed on to a metal fence. They continued to give him commands and attempted to de-escalate the individual, however he refused and was yelling back at the officers. He then pulled a metal stake out of the ground and held it like a baseball bat in an assaultive posture. At this time Sergeant Mike Ryan arrived on scene and they attempted to gain physical control of the subject. The male party began to fight with officers and continued to resist for several minutes as additional officers arrived to assist. A department issued Taser was deployed and eventually they were able to get him into handcuffs, although he continued to resist and bit Officer Meehan in the leg. Officers were able to secure his legs with leg irons and the male party out of Beverly was eventually taken to the hospital for evaluation. It was also reported that he had threatened a neighbor with the hammer prior to our arrival.

May

Officer DJ Morales was on patrol on May 7 in the area of Lowell Street and Quannapowitt Parkway when he observed a 2005 Nissan Altima operating with an expired inspection sticker. He conducted a traffic stop and approached the operator and immediately detected a strong odor of raw marijuana. In plain view in the back seat was a large mason jar containing marijuana. He also observed a small scale, which is something that drug dealers use to weigh their product prior to sale. Further investigation resulted in locating a one pound bag of marijuana

sored in the trunk. This male party from Lynnfield is now facing drug distribution charges through Malden District Court.

On May 21st Wakefield Police Detectives were working on a case involving a 17 year old male that was allegedly in possession of a handgun at his residence and may be looking to make a sale. The Detectives were able to set up surveillance in this area and shortly thereafter observed the male in question walking down Water Street towards Montrose Avenue. He was carrying a winter hat that appeared to have a handgun secreted inside, as the individual was making motions consistent with the holding of a firearm. Detectives and patrol officers moved in and immediately took control of the subject, and located a .22 caliber revolver. This juvenile was taken into custody and charged with Illegal Possession of a Firearm.

Officer John Whaley was on patrol on Main Street in the area of Meriam Street on May 29 when he observed a blue Infiniti sedan operating with no inspection sticker and a defective plate light. He conducted a stop and approached the female operator and male passenger. While speaking with the operator he observed her to be extremely nervous and shaking. He also observed the male passenger to be unusually still and focused on his cell phone. Officer Whaley returned to his cruiser to run a registry check and observed both parties to be moving around inside of the front compartment. After running the female through the registry it was determined that she had an active warrant out of Boston District Court. Upon further investigation, a small number of Percocet pills were located between the drivers seat and the center console. Also observed was the barrel of a firearm sticking out from under the passenger seat. The .40 caliber handgun was immediately secured, and neither occupant possessed a License to Carry. The female party out of Wakefield and the male party from Malden were both taken into custody.

May 27th was a busy day for the WPD as the Memorial Day Ceremony for Officers was held at our Police Station, and several officers were in Boston for the annual law enforcement "Run to Remember." This was a time to pay tribute to all officers that have lost their lives in the line of duty, and also pay tribute to those that have passed away after serving the Town of Wakefield. We would like to thank everyone that attended the ceremony or took the time and energy to run in Boston. It was greatly appreciated by everyone at the WPD. We would also like to congratulate our own Officer Matt Surette who took second place in the First Responders division of the half marathon.

June

On June 3rd Officer Joe Lyons was monitoring traffic at the intersection of Main Street and Forest Street during the early morning hours when he observed a white sedan operating with no headlights illuminated. He conducted a motor vehicle stop and observed four occupants, all appeared to be under the age of 21. In plain view he observed a 12 ounce can of beer. He then observed a case of beer in the rear passenger compartment. All occupants were then asked to step out of the vehicle. After further investigation, additional bottles of liquor were found inside. The operator was determined not to be intoxicated. Parents were notified and all of the juveniles were recommended for our Diversion Program. Each of the juveniles met with Officer David Morales, our Police Prosecutor, to go over the requirements. As of this date they have successfully completed the mandatory substance use class, and will have other mandates during their contract period.

On June 5th we received a call for a black male in a gray sweatshirt waving a gun outside of the area of #334 Main Street. Officers Matt Powers and Shane Pelletier arrived quickly and observed a party known to them and matching the description. The individual was seated at this time. Officers observed several black sheaths that are known to carry knives laying across his lap. Sticking out of the sheaths were handles consistent with knife handles. Officers immediately began to issue verbal commands to put the knives down and get on the ground, however the subject verbally refused. After several additional commands, the suspect got up from the bench and sat on the ground. This individual was pat frisked for weapons which yielded a concealed carry holster on the right side of his belt. Inside of a bag officers located a black BB gun that looked like a real firearm. Also located in the sheaths were three large knives. This individual was yelling at officers throughout the confrontation. He was tensing up and pulling away from officers who were eventually able to secure him into handcuffs. This was excellent work by everyone involved as this could have had a very different outcome if not for sound tactics.

On June 12th Detectives Chris Grace and Jack Ryan responded to a residence on Eunice Circle for an investigation. During this time they were attempting to locate a male party who was refusing to come out of his residence. He then entered a motor vehicle and left the area. The detectives observed him illegally pass two vehicles. They attempted to stop the operator and it appeared that he was attempting to elude them as he was weaving in and out of traffic. He finally pulled over on Route 128

North. He refused to comply with officers commands. Eventually he was secured and taken into custody without injury.

July

On July 5th Sergeant Joe Anderson was on patrol at approximately 1:00 a.m. when he observed a white Chrysler minivan travelling through the downtown area of Main Street at a high rate of speed. He followed the vehicle and was able to catch up to it in the area of Carriage Lane, where it began to brake erratically and jerk side to side. The vehicle then made a sudden U-turn and headed south at approximately 60 mph. Sergeant Anderson attempted to conduct a stop, however the operator continued on Main Street and made a right turn onto Church Street where it came to an abrupt stop. At this time all of the doors flew open and passengers were exiting quickly. A total of 8 occupants were running out as the officers gave verbal commands to stop. Eventually all occupants were accounted for. After further investigation, it was determined that this vehicle had been previously stolen. The male operator out of Chelsea was taken into custody and charged with multiple motor vehicle violations along with Receiving Stolen Property.

On July 10th WPD Detectives were working with Everett Detectives on a case that involved a male party from Everett traveling to Wakefield to possibly distribute narcotics. The Detectives observed a blue Kia parked on the corner of Main Street and Centre Street that was registered out of Everett. They observed a male party standing on the corner of Main Street and Chestnut Street on his phone and looking around nervously. A short time later they observed a male party approach on a bicycle. The two men then walked down an alley where they observed an exchange take place. After further investigation it was determined that the male operator of the Kia had sold cocaine to the bicyclist. He is facing distribution charges through Malden District Court.

On July 12th Officer Matt Powers was assigned to patrol for the overnight shift and was aware of several recent thefts of catalytic converters over the past several weeks. All of the occurred during the early morning hours and all within a one mile radius. At approximately 1:30 a.m. he parked his cruiser in a dark lot on Water Street and set up surveillance. Soon thereafter he observed a male party enter the parking garage at #27 Water Street. This individual was wearing a dark colored sweatshirt with the hood up and blue jeans. Officer Powers then walked into the garage area, which is clearly marked and observed the male party behind a white truck. The subject suddenly walked toward the front of the truck and

began to walk away. Officers Rob Haladay and D.J. Morales arrived quickly as they were also conducting surveillance in this area. After further investigation they located a Sawzall resting up against the rear tire. On top of that was a pair of work gloves. This individual was taken into custody and is facing multiple charges. It was also determined that the Sawzall had been stolen from a previous incident.

On the morning of July 18th we received several calls for vehicles that had been entered overnight and items were stolen in the Summer Street area. Officer Matt Surette noted that during the midnight shift he had observed a male party known to him hanging around at the intersection of Nahant Street and Main Street during the early morning hours. This party had been involved in other larceny cases and was staying at a residence on Nahant Street. At approximately 8:00 a.m. Detective Sergeant Rick DiNanno set up surveillance of that residence. Shortly thereafter he observed this individual in the driveway. On the ground he was able to observe several items, one of the items was a yellow box with the name "Leica." This matched the brand of survey equipment that had been stolen out of one of the motor vehicles. There was also a black bag next to him, which was similar in description to a bag that had been stolen containing a Dell laptop computer. This male party placed several items into the vehicle in the driveway and headed east on Nahant Street. A motor vehicle stop was conducted and subsequently verified the stolen survey equipment, Dell laptop, along with a baby stroller and handheld crossbow that had also been taken. The subject was taken into custody and is facing multiple charges.

Once again all of our Officers performed exceptionally well during a very long, hot, and crowded July 4th in the Town of Wakefield. We appreciate their dedication and professionalism on a festive day that they could be home with their families, but instead rise to the occasion to ensure a safe day for all of our citizens as well as the many that come from out of town.

August

On August 8th Detective Ken Silva began working on a fraud case involving a male party out of Malden. This individual had allegedly made purchases at the Electrical Supply Center located at #23 New Salem Street over a period of several weeks. Multiple checks were written to pay for the merchandise which totaled approximately \$3,000. It was believed that these checks may be fraudulent. It was also determined that this fraudulent activity may have also been taking place at the Electric Supply Center's Woburn location. Detective Silva was able to work

Detectives from the Woburn Police Department in an attempt to identify the individual that had been passing checks that belonged to Arbella Insurance Group. Fortunately they were able to identify this individual that had a lengthy criminal involvement with type of activity. He is facing multiple charges involving Forgery and Larceny.

On August 21st Wakefield Detectives along with Officers John Whaley and David Rando set up surveillance in a parking lot at #595 North Avenue for an investigation involving drug activity. They observed a BMW sedan pull into the lot. It drove around slowly several times, likely in an effort to determine if there was a law enforcement presence. The male operator pulled into a spot, he then exited and began to look around nervously. The team approached this individual and continued their investigation. This revealed over 50 grams of cocaine that had been secreted on his person. This male party out of Salem was charged with Trafficking in a Class "B" Substance.

On August 28th Officer John Whaley was monitoring traffic on Audubon Road when he observed a Dodge Ram driving down the middle of the roadway and across the divider lines. The vehicle then made a left turn into the apartment at #14 Audubon Road and entered the parking garage. Officer Whaley attempted to conduct a traffic stop, however the vehicle continued at a slow speed. The operator finally came to a stop on the second floor. Officer Whaley approached and spoke with the male operator. The male party spoke with slurred speech, his eyes were glassy, and a strong odor of alcohol was emanating from his breath. After a series of field sobriety tests, the operator was taken into custody and charged with Operating Under the Influence of Liquor (3rd Offense).

If you see either of our motorcycles out and about, you may notice new graphics and lettering. This update gives our motorcycles a more modern and detailed look, and also fits the color scheme that we are using for our cruisers. A big thanks to Officer Joe Lyons for his many hours of work on this design project. We would also like to thank Wakefield's "Markarian Sign Company" for all of their assistance.

September

On September 8th Officer John Whaley was assigned to patrol when he observed a gray motorcycle illegally pass an SUV at a high rate of speed in the north bound lane of Main Street. He was able to conduct a stop in the area of Green Street and approached the operator. He ran a registry check which showed that the license plate that was attached had a

“stolen” status. The operator showed clear signs of being nervous. After being evasive to simple questions posed by the officer, the male party out of Lynn is facing numerous motor vehicle charges as well as Larceny.

On September 21st Detective Sergeant Rick DiNanno and Detective Ken Silva went to Woburn to look for a suspect in multiple harassment cases in Wakefield. This individual has been elusive to many law enforcement agencies and had active warrants out of multiple courts in the central part of Massachusetts for fraud and harassment. Sergeant DiNanno and Detective Silva had been tracking this individual for months and were able to ascertain that he was spending some of his time in the city of Woburn. After conducting surveillance activities, the two observed him traveling in a Chevrolet sedan on School Street. With the assistance of Woburn Police they executed a traffic stop. He was taken into custody and returned to our station for booking. During this process he was found to be in possession of a MA Driver’s License that had his photo with the personal information from another male, along with multiple social security cards that did not belong to him.

On September 22nd we received a call reporting that a male party carrying a rifle was walking in the area of the Sunoco gas station on Salem Street. We then received additional calls that the male was now running in the area of Walton Street. The male was described as wearing a leather vest, shorts, and combat style boots. Multiple officers checked the area and soon observed a male party matching the description enter a wooded area on Jessica Lane. Officers yelled verbal commands to this individual to drop the weapon and get down on the ground. After a short time he was secured for everyone safety. Located on his person was an illegal black switchblade style knife along with the rifle, which turned out to be an authentic looking replica M1 rifle. He was taken into custody and arraigned in Malden District Court.

On September 22nd Sergeant Joe Anderson was monitoring traffic in the area of Vernon Street and New Salem Street when he observed a gray Acura round the corner at a high rate of speed. The vehicle then continued east on New Salem Street at approximately 60 MPH. He was able to catch up to the Acura in the area of Salem Street and conduct a stop. During the interaction with the operator he could detect a strong odor of alcohol and his speech was slurred. After a series of field sobriety tests the male out of Wakefield was taken into custody and charged with Operating Under the Influence of Liquor (2nd Offense).

We would like to thank Raye Ann Sylvester, Ellie Casteel, Mary Wignall and all the Nimble Thimblers who handmade 51 blanket and stuffed animal sets for Officers to give out when responding to calls involving children. They also made 19 larger blankets that have insulation for the homeless men and women in Wakefield. Raye Ann reached out to our department in September of 2017 asking how they could help Officers assist members in the community. Family Services Officer Amy Rando recommended the group make blankets for the homeless and to comfort children in the community. Some of the children's blankets will be given to RESPOND, a domestic violence agency that serves Wakefield residents.

October

On October 5th Officer Matt Powers was travelling on Salem Street when he observed a green Chevrolet Cruze operating directly in front of him weaving in and out of the travel lane in the area of the Masonic Temple. The vehicle then almost struck a mailbox on the side of the road before quickly swerving back over the center line. At this time Officer Powers activated his emergency lights and conducted a stop. As he spoke with the operator he was able to detect a strong odor of alcohol emanating from his breath. He also observed multiple nips of alcohol on the passenger side floor. After a series of field sobriety tests, the male party from New Hampshire was taken into custody and charged with Operating Under the Influence of Liquor (2nd Offense).

Also on October 5th, Sergeant Jon Burnham was assisting a fellow officer on a traffic stop when he observed a Nissan Sentra pass by his location with no headlights activated. He conducted a stop on Main Street at Park Street. While speaking with the operator he detected an odor of alcohol coming from her breath and her face was flushed red. He conducted a series of field sobriety tests which resulted in the female out of Wakefield being taken into custody for Operating Under the Influence of Liquor.

Later on October 5th Officer Powers was active again as he conducted a second stop that resulted in OUI charges. While monitoring traffic on Main Street in the area of Humphrey Street he observed a gray Audi sedan pass by him at 58 mph in a 30 mph zone. He quickly activated his emergency lights and conducted a stop. The vehicle had fresh damage to the front passenger side as well as a flat front tire. Officers checked the area and were unable to find the location of the crash. That investigation remains open at this time. After detecting an odor of alcohol and observing slurred speech Officer Powers conducted a series of field

sobriety tests. The male party out of Wakefield was arrested and charged with Operating Under the Influence of Liquor.

On October 14th Officers John Whaley and Shawn Conway were dispatched to the Dunkin Donuts located at #225 North Avenue for a report of a patron causing a disturbance. Upon their arrival they observed a brown Honda Accord blocking the entrance to the business. They observed on male patron sitting at a stool looking outward. As they approached they observed a pill bottle directly in front of him on the counter. As they spoke to him, the subject began yelling and screaming at them in a belligerent manner. As they attempted to de-escalate the situation, the party continued to yell and swear causing a large disturbance inside of the establishment. The male then grabbed a handful of pills and swallowed them. Following this, he took a fighting stance and challenged officers. He attempted to shove officers out of his way in order to get into his vehicle. After a struggle which included him kicking and spitting at officers, the individual was secured for everyone's safety. He was transported to the hospital for a psychiatric evaluation and is facing charges of Disorderly Conduct and Assault.

On October 15th, K9 Officer David Rando and partner Dozer were on patrol when they conducted a traffic stop on a Honda Civic that was speeding on North Avenue in the area of Willard Road. As he spoke to the male operator he observed a large amount of cash in the center console, along with many sneakers in the rear of the vehicle. The operator stated that he buys and sells high value sneakers for profit. After a registry check, it was found that the subject had an outstanding warrant out of Lowell District Court. He was taken into custody. During a routine inventory of the vehicle, Officer Rando located multiple large sheets of wax substance, which were determined to be "dabs" of hash oil. These dabs have a very high THC percentage which result in a much stronger high than ordinary marijuana. He also located hundreds of high concentrated THC marijuana cigarettes. All of these items were in vacuum sealed bags and glass containers. The total street value of all seized narcotics was approximately \$15,000. The male party out of Lexington is facing multiple drug charges.

On October 25th Officer Carman was dispatched to "The Groomerie" located at #137 Water Street for a report that a vehicle may have struck the business. Upon arrival, he observed the vehicle on the sidewalk with heavy front end damage. Inside of the vehicle he observed drug paraphernalia. A witness had observed a female exit the vehicle and flee on foot. Officers checked the area but were unable to locate the suspect.

The vehicle was found to be a rental, loaned out by a company known to be involved with illegal drug distribution. Several weeks prior to this incident, Officer Whaley had conducted a stop on this vehicle which resulted in a male and female party being summonsed to court for drug charges. A photo of both were taken at that time. Based on that photo, the witness description, as well as the footage from the video, Officers were able to establish probable cause to charge a female out of Revere with Leaving the Scene of Property Damage and Operating with a Suspended License.

November

On November 2nd Sergeant Tom Flynn was traveling on Lowell Street in the area of Pleasant Street when he observed a line of traffic as well as a male party walking east in the westbound lane who appeared to be agitated. As he moved closer, the male party clenched his fist and began yelling at other vehicles. Dispatch then received a call that a male party fitting this description had just punched a vehicle that was stopped in traffic. Other officers arrived on scene and began dealing with another male party who claimed that the suspect that Sgt. Flynn stopped had jumped on the hood of his car and began punching the front with both his fist and a bottle. He then allegedly slapped and punched other vehicles that were stopped in traffic. This was a chaotic scene that unfolded during a busy traffic hour. Fortunately Sgt. Flynn and other officers were able to quickly diffuse this situation and take the involved party into custody without further property damage or potential injuries.

On November 14th Sergeant Jon Burnham was on patrol just after midnight when he observed a Toyota Tundra heading west on Albion Street without any front or rear lights illuminated. He was able to conduct a motor vehicle stop in the area of the Seven Eleven. While speaking with the male operator he was able to detect a strong odor of alcoholic beverage coming from his breath. Following a series of field sobriety tests, the male party out of Wakefield was taken into custody and charged with Operating Under the Influence of Liquor (2nd Offense).

On November 23rd Officers John Whaley and Adam Hembrough were in the area of Church Street when they observed a blue Honda Accord travel through a red light at the intersection of Main Street. A motor vehicle stop was conducted. As Officer Whaley approached the driver's side he made contact with the male operator who appeared to be unusually nervous. There were two other male occupants that also appeared unusually nervous. The driver was shaking uncontrollably and officers observed the front male passenger (and registered owner) place a

marijuana roach down by his side. They were able to detect a strong odor of marijuana emanating from the vehicle and observed a haze of smoke lingering inside. Officers continued with an investigation which resulted in locating two bags of cocaine inside of the center console. Additionally, each of the front occupants were in possession of several large wads of cash. Following a list of conflicting stories, the three individuals were taken into custody and charged with Conspiracy as well as Possession with Intent to Distribute a Class B Substance.

December

On December 4th at approximately 1:15 a.m. Officer Matt Powers was travelling on North Avenue in the area of the Knights of Columbus when he observed a gray Toyota Highlander steer completely over the fog line. Officer Powers turned around attempted to conduct a traffic stop. The vehicle continued south on North Avenue at a high rate of speed and turned up the ramp at Prospect Street where it accelerated quickly onto Elm Street. Officer Powers followed the vehicle on to Western Avenue where it pulled into a driveway. A male operator exited and Officer Powers quickly approached and advised him as to the reasons for the stop. He observed the male to be unsteady on his feet and could detect an odor of alcohol coming from his breath. Officer Shawn Conway arrived on scene as the operator was becoming increasingly agitated. As Officer Powers attempted to conduct field sobriety tests, the male party turned and began walking away. He began to yell and scream while struggling with officers as they attempted to secure him. This belligerent and aggressive behavior continued for several minutes as the officers attempted to de-escalate the situation. He was eventually placed under arrest and handcuffs were applied, however he refused to get in the police cruiser and continued with his disorderly activity. Eventually he was transported to the station and is facing several charges including Operating Under the Influence of Liquor (3rd Offense).

On December 6th at approximately 1:30 a.m. Officer Joe Lyons was on patrol when his attention was drawn to a dark colored sedan that was parked in front of the Global Gas Station, which was closed for business at this hour. Having been aware that there had been several commercial breaks in surrounding communities he began to investigate further. As he pulled behind the vehicle he noticed a male party facing the building with a dark colored hoodie over his head. As he got closer, the male immediately turned and entered the passenger side of the vehicle. He then observed a female operator as he approached and began engaging the two in conversation. After further investigation, the male party was

unable to give a plausible explanation for why they were at this location and had also given a false name and date of birth to Officer Lyons. He was able to research through his mobile computer and locate the correct individual, who was showing an active arrest warrant out of Woburn District Court. This male subject was taken into custody following the suspicious activity discovered by Officer Lyons.

On December 17th at approximately 5:00 p.m. Sergeant Jon Burnham was in the area of Gould Street and Cedar Street when he came upon a motor vehicle crash that had just occurred, with a witness describing a gray Toyota Highlander had just fled the scene after striking a parked motor vehicle. Detective Ken Silva and Officer Matt Malone immediately responded and were able to locate a vehicle in the area of Cedar Street and Chestnut that matched the description and had front end damage. They were able to detain the female operator before she was able to flee the immediate area and they continued with the investigation. After exhibiting signs of intoxication, she submitted to a series of field sobriety tests and was later taken into custody and charged with Operating Under the Influence of Liquor and Leaving the Scene of Property Damage.

On December 21st Officer Matt Chambers was dispatched to a residence on Richardson Street for a report of a male party refusing to take his medication that is prescribed for a mental health condition. Officer Chambers was met outside by the parents who explained the situation and the need for assistance as they had exhausted all options. He was described as being in a paranoid state and refusing to trust anyone, including family members. Officer Chambers has additional training in this area as he is part of our Crisis Intervention Team (CIT). He entered the residence and began a dialogue with the male party. After spending a substantial amount of time with him he made contact with one of our partners, Eliot Community Human Services, who assisted in an action plan to help get this party to the hospital safely for evaluation. The parents were extremely appreciative of the demeanor and poise displayed by Officer Chambers as this event had a positive outcome for the family on this day.

PERSONNEL

We would like to congratulate new Officers Adam Hembrough and Matthew Malone who completed the Lowell Police Academy and were sworn in on as full-time officers on November 5th. Officer Hembrough is a Veteran of the United States Army and holds a Bachelor Degree in

Computer Science. He previously worked in private industry focusing on computer security. Officer Malone holds a Bachelor Degree in Criminal Justice and previously worked as an investigator with the Suffolk County District Attorney's Office. These new officers will complete approximately 12 weeks of field training where they will have an opportunity to learn the various aspects of our operations, spending significant time with our patrol division where they will be assigned along with some familiarity training with our specialty areas. Policing has become increasingly challenging over recent years, and we are pleased to have two of our vacancies filled that will certainly help us meet the demands of the profession. Both individuals received high marks throughout their time at the 24 week police academy and we are fortunate to have these two fine individuals added to our team and wish them both health and safety.

TRAINING

During the month of February we were able to train all of our officers in "Mental Health First Aid," which is part of the IACP's "One Mind Campaign" to help further mental health training for law enforcement. Mental Health First Aid (MHFA) is an 8-hour course that gives officers the skills to help someone who is developing a mental health problem or experiencing a mental health crisis. The evidence behind the program demonstrates that it does build mental health literacy, helping to identify, understand, and respond to signs of mental illness. As we have seen time and time again, many of our nation's active shooter tragedies often have some ties to a mental health condition. Whether it be a large scale event or just a call for a minor disturbance, having this background will provide additional "tools in the tool box" for our officers to help de-escalate situations and best serve all members of our community.

In August, Officers John Whaley and Matt Chambers attended the 2018 CIT International Conference in Kansas City, MO. "CIT" stands for Crisis Intervention Team, which is a high level of training for officers to best assist those dealing with issues related to mental health. This was a great opportunity to learn and network with others from around the world to discuss best practices and new concepts. This was funded through our Department of Mental Health grant.

During the month of June we completed our annual "active shooter" training using the Northeast Vocational School. This building can easily be used for large scale practice events as we are able to block off the far end of Hemlock Road. Led by Sergeant Sean Beede, this year included

professionals from the Wakefield Fire Department and Action Ambulance which allowed us to incorporate extractions due to serious injuries in a high stress environment. Officers received additional CPR/First Aid instruction from members of Action Ambulance and the Fire Department, which culminated in a drill that incorporated all entities that were represented. We will continue to build each year on what has always been one of our most important and successful training events.

AWARDS AND RECOGNITION

Congratulations to Officer Shawn Conway for being selected for the "Officer of the Quarter" award in January. Officer Conway has been with the Department since February of 2015. He displays a consistent commitment to the job on a daily basis, always willing to go the extra mile for a fellow officer or for a citizen. He has performed at a high level in multiple areas since his arrival and works diligently at any assignment that he is given. Officer Conway exemplifies the community policing philosophy and is a credit to both the WPD and the Town of Wakefield.

K9 Officer Rando and Dozer competed in the United States Police Canine Association Police Dog 1 Field Trials June 23, 24 in Hillsborough, New Hampshire. The program is considered to be the most difficult K9 certification course in the country. Throughout the weekend, they competed in several trials in the "novice" field, earning first place overall, first place in criminal apprehension, and second place overall in search skills. Because it was their first time competing in the trials, they were in the novice category, competing with 24 other teams from police departments throughout the northeast, including Boston, Worcester, New York City, Manchester, New Hampshire, Portsmouth, New Hampshire and Hillsborough, New Hampshire.

On October 19th Officer Rando and K-9 Dozer earned another National K-9 Certification. On The K-9 team earned a patrol and narcotic certification from the North American Police Work Dog Association (NAPWDA). Officer Rando and K-9 Dozer were tested in multiple aspects of a Patrol K-9 Team including tracking, article/evidence recovery, obedience, building searches, criminal apprehension and handler protection. They were also tested in narcotics detection. Congratulations to Officer Rando and K-9 Dozer for their continued determination and achievements as a K-9 Team.

Congratulations to Officer Gerry Holleran being selected for the "Officer of the Quarter" award in October for superlative performance. Officer

Holleran has been with the Wakefield Police Department since 2007. He was recognized for his quick thinking and command presence during a recent high risk call, along with his assistance with the continued investigation that soon followed. Officer Holleran has been a dedicated member throughout his time with the WPD, and his overall skills are an asset to our Department as well as to the citizens of Wakefield.

COMMUNITY SERVICE

During the month of January we revamped our website with a new look and some easier navigation tools for the user. The goal was to encourage more community members to visit the site and learn more about what we have to offer. Many hours of work by Lt. Scott Reboulet have once again proved to be well worth it as we are extremely pleased with the new look. Please check us out at www.wakefieldpd.org.

In February we were pleased to announce that we expanded our services to victims of intimate partner and family violence. Through a grant from the Violence Against Women Act, a High Risk Program Specialist from RESPOND, is now working with the Wakefield Police Department to provide services and resources to victims of domestic violence. Family Services Officer Amy Rando, who is also the President of the Wakefield Alliance Against Violence (WAAV), has worked with and referred victims of domestic violence to RESPOND for additional services in the past.

Officer Amy Rando worked diligently throughout the month of March to spread education and awareness during Domestic Violence Awareness Month. She was actively involved in the White Ribbon Campaign, which is a global movement of men and boys working to end male violence against women and girls, and to raise awareness about gender-based violence. Men and boys take a pledge to be part of the solution in ending violence against women and all gender based violence.

On March 24th, Officers Shane Pelletier and Kelley Tobyne gave a safety talk to the children at Pedro's Judo Center on New Salem Street. Officer Dave Rando and K-9 Dozer also paid a visit and conducted a demonstration for the children. This event was a well-attended event that received great reviews.

On April 7th Officer Amy Rando and the Wakefield Alliance Against Violence (WAAV) dedicated a bench to those lost to Domestic Violence. This was a moving tribute held on the Upper Common with family

members of two of our victims in attendance, along with many others. A big thanks to everyone that helped to organize this very special event.

On April 26th our School Resource Officers offered an online safety night for parents at the Galvin Middle School auditorium. The program, titled "Project Safe Childhood," was in conjunction with the U.S. Attorney's Office and the U.S. Postal Inspection Office. This program is designed for parents to help keep their children smart, safe, and secure online and highlighted areas related to bullying, sexting, and highlighted some of the tactics used by online predators. Our SRO's also hosted another "Radkids" training during April school vacation week for a group of our middle school students.

On April 28th several of our officers volunteered to participate in the "Dodging for Dollars" event at the Civic Center to help raise money for the Boys and Girls Club. This was a great event for everyone involved and we appreciate the time and efforts by our members to help support this program.

On May 2nd we assisted the Wakefield Public Schools with their annual "Walk to School Day." This is a great event and we are always happy to pitch in and help make this a safe day for everyone involved. The turnout was high and the officers were able to make a several new friends.

On May 23rd School Resource Officers Kelley Tobyne and Jason Skillings along with Catherine Dhingra from Wake-Up gave two presentations titled "Vaping 101" to local parents looking for more education in this area. There are a lot of myths regarding vaping, many of these revolving around the "non-harmful or less harmful" pitch that is being presented by the producers of these products. This is a very lucrative business that is targeting teens, and we greatly appreciate these efforts to help parents deal with this risky behavior.

After school let out for summer recess, our school resource officers kept busy providing an "Open Gym" time during the third week in June where kids could spend four hours in the Galvin gymnasium getting some exercise. The last week in June they hosted a week-long "RADKids" program which is a 40 hour training that teaches personal safety and self-defense techniques. We appreciate the extra efforts that they put in not only during the school year, but throughout the summer.

We also hosted another Rape Aggression Defense (RAD) self-defense class for women during the month of June. This filled up quickly as usual

and everyone raved about the course. This training uses a team building concept and is a tremendous confidence builder for the participants.

On August 8th several members of the Wakefield Police Department were able to participate in a game of kick ball with local campers from the YMCA at Lake Quannapowitt. Approximately 50 kids from Wakefield and surrounding towns were in attendance to join our officers for an afternoon of fun and competition. Thanks to everyone for a great opportunity to engage our youngsters in a fun and relaxed environment.

From August 13-24 our School Resource Officers Mike Pietrantonio, Kelley Tobyne, and Jason Skillings supervised two full-week “RadKids” trainings for some of our local youth. Students were taught many safety skills from this nationally recognized program, which teaches, trains, and empowers children with real skills so they can recognize, avoid, resist, and if necessary escape violence or harm. Kids were learning and building each day, culminating in a final physical test where they would have to use verbal and defensive skills to break free from a potential abductor and run to a parent. A tremendous amount of credit goes out to our School Resource Officers for many hours of planning and preparation that began about one year ago, as well as their ability to successfully maintain the safety and attention of approximately 20 students each week.

A big thanks goes out to Officer Amy Rando, who once again led the organization of the annual Wakefield Alliance Against Violence (WAAV) “Run to End Domestic Violence” road race. This was held at Lake Quannapowitt on October 6th to help benefit victims of domestic violence. Her hard work and determination are a huge part of the success of not only this event, but all activities associated with WAAV.

A big thanks goes out to our School Resource Officers who held an “Open Gym” for our local youth during the December school vacation week. This was a big help to some parents and gave the kids an opportunity to get some exercise during the cold weather.

We also had another very successful “Toys for Tots” donation drive spearheaded by Detective Ken Silva with the assistance of several WPD members. This is a tremendous program that continues to garner support each and every year with the tremendous generosity displayed by our citizens.

INVESTIGATIONS

The majority of investigations continue to circle around illegal drug distribution. This past year several investigations were conducted for the drug distribution activity. Detectives also continue to assist with preventive measures along with enforcement due to the opioid drug overdose deaths around the region. This year there was an increase in Cocaine use laced with fentanyl causing unintentional overdoses. Detectives met with patients of overdoses and family members after the incident and offered them options to help with drug addiction in addition to other services offered through other agencies.

Thankfully, our overdose calls have been reduced this year by 18% and our survivability rates have increased by 12%. There is no doubt that we are saving lives by the use of naran, follow up and education. Our Detectives, coupled with our Family Services Unit and our partnership with the Wakefield Unified Prevention Coalition (WakeUP) has helped via education and offering services to reduce the devastating effects of addiction.

The legalization of marijuana has caused quite a concern whereby our youth think that marijuana is legal coupled with some Massachusetts court positions on open containers, searches for raw and burnt substances and changes in the distribution laws.

Working cooperatively with other police agencies in a regional collaboration in order to reduce drug distribution, human trafficking and other crimes in the region is also a function of the Detective Division. There were several arrests locally for drug dealing and in some of these cases large amounts of fentanyl, cocaine, and other opiates were seized. In a few notable cases Detectives, in a joint investigation with the Regional Drug Unit and other Departments, arrested Yordis Tejeda of Lynn MA for distributing Fentanyl and Diomendes Lugo of Salem MA for trafficking in Cocaine. Carlos Carolini of Lynn MA was apprehended with the assistance of the Lynn Police Dept after a several month long drug investigation. Carolini was dealing several different types of opiates out of Wakefield including opioid pills, fentanyl, and heroin. Wakefield Detectives' working with the Regional Drug Unit and FBI assisted with serving several arrests and search warrants in the region related to human trafficking and prostitution. As a result of some systemic failures in the prosecution side of the house, Chief Smith and Health Director Ruth Clay have opened up conversation with State Senator Jason Lewis as well as

State Representatives Paul Brodeur and Donald Wong with the hope of filing amendments to the current regulating statutes.

In addition to the narcotics and human trafficking work detectives investigated a number of other serious crimes. Detectives followed up armed robberies with a firearms while masked. These robberies included Hopkins St and at the Seven Eleven Store on Albion St. In the Hopkins St robbery several shots were fire at the victim. Several sexual assaults were investigated by Detective's as well.

Several business, residential, and vehicle breaks were investigated. Although these types of crimes are the most difficult to solve detectives were able to locate suspects in some of these crimes. DNA continues to be an important tool in some of these cases as well as other types of crimes to confirm the identity of a suspect or suspects or to eliminate a person or persons as a suspect. Although fingerprints appear to be old school policing with the advent of DNA they are still very important in today's policing in helping solve crime. In at least one stolen car theft finger prints were used to identify the suspect and charges brought forward. In most of these cases as well as other crimes it appears that the suspect's drug addiction is a factor in there commission.

Investigation continues of various types of fraud including Identity Theft, Credit Card fraud, and scams targeting the Elderly. These crimes continue to cost victims not only money but time in restoring their credit. There continues to be an increase in IRS scams where the suspects contact victims telling them they owe money and that there is an arrest warrant out for them and to wire money to clear up the case. Also, the suspects may ask for personal information from the victim in order to continue their criminal enterprise.

The Detective Division continues to act as liaison to Schools and assist the School Resource Officers (SRO's) with investigations involving juvenile delinquency, child abuse, sexual assault, threats, runaways, larceny, vandalism, hate crimes, social media related crimes, and others.

The Detective Division conducts background investigations on every new police officer candidate. These investigations are time consuming and costly but are very important to insure the Town of Wakefield receives the best candidate possible.

STATISTICS

TRAFFIC:

Arrest	58	2.5 %
Civil	218	9.4 %
Complaint	110	4.7 %
Warning	1910	82.2 %
Radar	739	31.8 %

Average speed	46 MPH
Average speed limit	30 MPH
Average Speed over limit	16 MPH

MOTOR VEHICLE VIOLATIONS:

	2018	2017	Change
Motor Vehicle Crashes	336	389	- 13.62 %
Crashes w/ Injury	59	77	- 23.38 %
Crashes w/out Injury	277	312	- 11.22 %
Crashes Inv. Pedestrians	6	8	- 25.00 %
Crashes Inv. Bicyclists	4	8	- 50.00 %
Fatal	0	0	0.00 %

CALLS FOR SERVICE:

2018	2017	Change
16636	17600	- 5.50 %

ARRESTS:

	2018	2017	Change
Male:	154	196	- 21.43 %
Female	53	55	- 3.64 %
Total	207	251	- 17.53 %

SUMMONS:

Male	137	196	- 30.10 %
Female	62	42	+ 47.62 %
Total	199	238	- 16.39 %

ARRESTS / ADULT VS. JUVENILE:

Adult	205	243	- 15.64 %
Juvenile	2	8	- 75.00 %
Total	207	251	- 17.53 %

PROTECTIVE CUSTODY:

Male	17	20	- 15.00 %
Female	6	10	- 40.00 %
Total	23	30	+ 23.33 %

CAR SEATS	126	141	- 10.64 %
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MAJOR CRIMES:

	2018	2017	Change
Homicide	0	0	0.00 %
Sex Offenses		26	24 + 8.33 %
Robberies		5	8 - 37.50 %
Burglary (Includes Breaking & Entering)		85	66 + 28.79 %
Assaults		106	157 - 32.48 %
Motor Vehicles Stolen		12	13 - 7.69 %
Larcenies (All Categories)		310	340 - 8.82 %

DRUG OVERDOSES:

	2018	2017	Change
Total:	61	75	- 18.67 %
Fatal:	7	8	- 12.5 %
Non-Fatal:	54	67	- 19.40 %
Narcan used:	32	59	- 45.76 %

PARKING:

Tickets Issued	1118
Tickets Paid	1061
Tickets Unpaid	57
Parking Fines Collected	\$ 38,275.00

FUNDS RETURNED TO THE TOWN:

Paid Detail 10% Surcharge	\$ 16,738.48
Firearms Licensing	\$ 5,637.50
Accident Report Fees	\$ 1,450.00
Solicitor Permits	\$ 475.00
Parking Enforcement Fines Collected	\$ 38,275.00

As we close out the year of 2018, I can only speak to the creativity and forward thinking of our staff. We have built a tremendous and secure foundation with the community we serve. This is only accomplished by the great work outlined in the preceding pages.

Additionally, we would not be able to accomplish all that we have if it weren't for the support of our community. For that support, we thank you.

The men and women of the Wakefield Police are here for the community. Always have been; always will be. Thank you for taking the time to read our 2018 annual report.

*My BADGE represents my integrity
My PATCH represents my department
My NAME TAG represents my family*

*I AM THE WAKEFIELD POLICE DEPARTMENT
SERVICE BEFORE SELF, HONOR ABOVE ALL*

A handwritten signature in blue ink that reads "Richard E. Gwiz". The signature is written in a cursive, flowing style.

Chief of Police

Report of the Fire Department

I am pleased to present the Annual Report of the Wakefield Fire Department for calendar year 2018. The department had a very busy year dealing with both emergencies and the construction boom taking place around town. The department also dealt with the largest fire it has faced in 46 years when the First Baptist Church caught fire and was completely destroyed in October of that year.

The Wakefield Fire Department continued to receive significant financial aid in the form of state and federal grants during 2018. This year federal grant funding for approximately \$16,364 was used to purchase a set of air bags for lifting heavy objects as well as five hydraulic forcible entry tools. A federal grant application for \$75,000 to be used to replace the department's air compressor for its breathing apparatus refill system was submitted in the fall of 2018. A state grant has also been awarded for the purchase and installation of fiber optic cable as part of an upgrade to the department's aging radio system. State funding pays for the training and response costs associated with the department's participation in regional hazardous materials and technical rescue response teams.

The Town of Wakefield hired a dedicated Emergency Manager position in town which was formally handled by the Fire Chief. Thomas Walsh, a retired Deputy Chief from the Malden Fire Department was hired to take this position. I have tried to make this transition as smooth as possible for Tom. I am confident that I have served the town in my capacity as Emergency Manager to the best of my ability and look forward to concentrating my efforts on fire department activities including those that overlap into emergency management.

Wakefield has many construction projects underway underscoring the need for a strong Fire Prevention Bureau staffed with a full-time Fire Prevention Officer. The ability of the department to monitor these projects and follow up on fire safety and enforcement issues in the community has significantly improved since this position was re-instated in 2012. The volume of work being handled by the Fire Prevention Bureau has steadily increased over the past several years, and it is time to request funding for another full-time position to assist with this workload.

EMERGENCY INCIDENT RESPONSE

During 2018 the Wakefield Fire Department responded to 3,765 emergency incidents, including 3,341 Still Alarms and 424 Box Alarms. This represents a .8% increase over last year's responses. Wakefield had no civilian fire deaths in 2018. The department responded to two fires in 2018 requiring a multiple-alarm response.

Firefighters under the command of Captain Paul Pronco responded to a reported structure fire at 7 Furness Circle during the afternoon of January 26. The fire was discovered by an occupant returning home from food shopping at 12:24 P.M. Firefighters arrived within three minutes to find a fire in the first floor kitchen of the residence that had created a dense smoke condition throughout the home. A second alarm was struck bringing firefighters from the Melrose, Reading, Stoneham and North Reading fire departments to the scene. The first arriving firefighters did an excellent job of knocking down the fire, confining it primarily to the kitchen area and adjoining concealed wall and ceiling spaces. Heavy smoke present in the home during the fire resulted in zero-visibility conditions, requiring fire fighters to break out numerous windows and to cut a hole in the roof to vent the building of smoke. There were no injuries as a result of the fire. The four occupants of the residence were displaced for an extended period of time. A total of four pets were rescued from the home, including two cats rescued by firefighters shortly after their arrival. The cause of the fire was determined to be accidental possibly involving the failure of a kitchen appliance or kitchen wiring.

The most serious fire of 2018 occurred at the First Baptist Church at 8 Lafayette Street during the early evening of October 23. Shortly before 7 P.M. a weather front passed through the area, bringing with it severe thunderstorms and vivid lightning. Within minutes of this front passing through the area the Wakefield Fire Department received an automatic fire alarm and the Wakefield Police Department received 911 calls reporting smoke coming from the steeple of the First Baptist Church on Lafayette Street. Firefighters under the command of Captain Paul Pronco arrived at the church within one minute after dispatch to find light smoke as well as a small fire showing from the base of the steeple. Firefighters gained entry to the church and began to investigate the extent of the fire while an outside hose line was deployed on the visible fire in the steeple. Within a matter of a few seconds the small fire on the steeple started to extend both inside and up the exterior of the steeple. Captain Pronco immediately ordered a second and third alarm and began to deploy on-scene firefighters for an outside fire attack. Within a period of several

minutes the fire had extended the entire height of the steeple and began to spread into the concealed space between the ceiling of the main church area and the roof of the building. This concealed space was cavernous and only accessible through the church steeple. It was approximately 25 to 30 feet high at the peak and unobstructed for the entire length of the church sanctuary. The fire extended through this space with astonishing speed, feeding on the 146-year-old wooden timbers and planking that supported the roof structure. Captain Pronco requested a fourth alarm as I arrived to assume overall command of the incident. The church roof completely collapsed in the next few minutes and the entire main church was soon fully involved in flames. The collapsing roof damaged the fire wall separating the rear of the church from the main sanctuary and the fire consequently extended into this area as well.

The intense radiant heat and large burning brands raining down from the church immediately threatened all the adjoining properties surrounding it. Wakefield's Town Hall on Lafayette Street, a building on Main Street containing Artichoke's restaurant as well as 8 condominium units, multi-family residences on Yale Avenue and Lafayette Street and the McDonald Funeral Home on Yale Avenue all started to emit steam as the rain water on the buildings from the recent storm heated up and evaporated. I sounded fifth, sixth and seventh alarms to bring enough fire apparatus to the scene to protect these properties and establish a sufficient water supply to control and extinguish the fire. Fire apparatus hooked up to hydrants on North Avenue and pumped water up Lafayette Street and Yale Avenue. Numerous hydrants were opened in downtown Wakefield on Main Street and across the common to obtain additional water. All this water was pumped up to the fire scene, an estimated five million gallons in all, to supply the many ladder trucks, fire engines and hose lines used to fight the fire. The effectiveness of the fire service mutual aid system was once again demonstrated, as some seven ladder and 20 engine companies from 21 area fire departments responded and worked efficiently to extinguish the fire. Fire apparatus responded from Burlington, Danvers, Everett, Lexington, Lynn, Lynnfield, Malden, Melrose, Middleton, North Reading, Peabody, Reading, Revere, Salem, Saugus, Stoneham, Wilmington, Winchester and Woburn. A Medford engine and ladder truck as well as a Massport (Logan Airport) engine covered Wakefield Fire Headquarters, responding to numerous emergencies during the fire.

A total of more than 120 firefighters battled the fire for more than 8 hours until the fire in the main church and attached rear section had subsided. Wakefield firefighters remained on scene for the next two days

extinguishing hot spots until approximately 4 P.M. on October 25. Sadly, the church was completely destroyed with an estimated dollar loss of more than \$5 million. A church community had lost its place of worship, the Tall Spire Nursery School had lost its home and numerous church and civic groups had lost their meeting space. All the surrounding exposed buildings were saved with only some melted siding and one cracked window to show for damage. Firefighters were aided in their efforts to save the adjoining properties by the virtual absence of any wind during the fire and the heavy rains that immediately proceeded it. Two Wakefield firefighters sustained minor injuries as a result of this fire. Both have returned to full duty.

The Wakefield Fire Department is grateful for all of the assistance that it received from other town departments in addition to the mutual aid fire departments. Wakefield Police Officers were joined by officers from its partner Northeast Massachusetts Law Enforcement Council (NEMLEC) communities who responded via mutual aid to handle the traffic flow around the incident and manage the thousands of spectators who watched the fire. The DPW supplied saw horses and barricades to close off the streets. Wakefield Water Department personnel activated the town's water pumps at the Broadway Pumping Station located at Crystal Lake, supplying additional water for the fire and boosting the pressure in the water system. The Wakefield Municipal Gas and Light Department cut off utilities to the burning church creating a safer environment for firefighters to operate in. Wakefield Emergency Manager Thomas Walsh and Building Inspector Jack Roberto secured a crane service to dismantle what remained of the steeple and the church walls that presented a serious risk of collapse after the fire was extinguished. Tom Walsh also assisted the department in securing lighting units during the later stages of the fire. Wakefield Health Director Ruth Clay, Town Administrator Stephen Maio and numerous members of the Wakefield Town Council were also on hand to lend their support to the department.

The First Baptist Church fire was the largest fire occurring in Wakefield since the Robie Industrial Complex was destroyed in a conflagration on February 5, 1972. I am extremely proud of the personal courage and dedication shown by the members of the Wakefield Fire Department during this very significant fire, and I am grateful for the assistance the mutual aid fire departments and the local town officials who assisted the department during this incident.

There were several other significant fire incidents that occurred during 2018. Firefighters under the command of Captain Brian Purcell

responded to a reported structure fire at 2-2A Newell Road in Wakefield during the afternoon of April 12. Firefighters arrived within several minutes to find a fire burning at the rear of the residence. Crews quickly extinguished the fire, confining it primarily to the rear wall and porch areas. There was minimal extension of fire into the two-family structure; however, the fire caused considerable smoke damage within both apartments. Power had to be disconnected from the building, resulting in the displacement of approximately ten occupants. The Red Cross was summoned to the scene to assist with these displaced occupants. The cause of the fire was determined to be the careless disposal of smoking materials next to the rear porch. One firefighter received a minor injury as a result of the fire. A Stoneham fire engine responded to the scene to assist firefighters while a Reading engine covered Wakefield fire headquarters.

Captain Brian Purcell led firefighters responding to a reported house fire at 125 Pleasant Street on the morning of April 27. On arrival, crews were met with heavy smoke and high heat conditions throughout the home. The resulting zero-visibility conditions made the fire difficult to locate at first. The fire was eventually located in the dining room on the first floor and extinguished. The home was not occupied during the fire as it was undergoing extensive renovations. The house was equipped with energy efficient windows and was heavily insulated, allowing it to hold in the heat of the fire and drop the smoke inside the residence to floor level. Many windows in the residence were broken out to release the trapped heat and smoke, preventing a potentially explosive backdraft or smoke explosion from taking place. The fire was contained to the dining room walls and flooring, causing heavy smoke and heat damage throughout the home. The home remained structurally intact and was repaired. The family was not displaced as a result of the fire as they were already relocated due to the ongoing renovations; however, their return to the home was significantly delayed until all the damage was repaired. There were no injuries as a result of the fire. The cause of the fire was investigated and determined to be the spontaneous ignition of oil-soaked rags discarded in a dining room trash receptacle. A Reading engine responded to the fire while a Stoneham engine covered fire headquarters.

Captain Randy Hudson led crews who responded to a reported structure fire at 149 Water Street during the morning of September 15. Arriving firefighters found a fire inside a first floor apartment which was quickly extinguished. The fire caused a significant smoke condition in the common stairwells and hallways of the six-family apartment building. The fire did not extend beyond the room of origin but was severe enough

to displace the four occupants of that apartment. The remainder of the occupants were able to remain in their apartments. The Red Cross responded to the scene to assist the displaced occupants. The cause of the fire was determined to be accidental, caused by the charging of non-rechargeable batteries for a bicycle motor inside the first floor bedroom. The batteries overheated and exploded, which caused the fire. The department received mutual aid from the Stoneham Fire Department at the scene while engines from Reading and Saugus covered fire headquarters.

Firefighters under Captain Randy Hudson responded to a reported kitchen fire at 30 Salem Street during the afternoon of November 1. The fire was out on arrival and was primarily confined to the stove area. Two young occupants of the apartment, Caden and Cody Hourihan, impressed firefighters with their calm manner during the fire. The boys alerted their mom to the oven fire, brought her an extinguisher to put it out, directed her how to use the extinguisher, told her to call 911 and exited the apartment to wait for firefighters. When the firefighters arrived, the boys informed them of what had happened and directed them to the fastest way to the kitchen area. The boys were instrumental in keeping a potentially serious fire from developing and providing good advice to their mom. The boys were recognized at a brief ceremony at Wakefield Fire Headquarters on December 11.

Captain Thomas Purcell directed firefighters at the scene of a structure fire at 28 Walton Street during the morning of November 13. Firefighters encountered heavy smoke coming from under the floor of a mobile home at that location after an occupant spotted smoke and called 911. The floor was quickly opened up allowing the fire to be extinguished. The cause was determined to be an electrical malfunction in the crawl space under the floor. The fire caused extensive damage to the electrical system, forcing power to be cut to the home and displacing its residents until repairs can be completed. There were no injuries to either firefighters or residents during this incident.

There were several non-fire related incidents that were noteworthy in 2018. Crews operating under Captain Randy Hudson responded to a significant gas leak in the area of 910 Main Street during the evening of August 31. Firefighters working with members of the Wakefield Municipal Gas and Light Department quickly discovered a leak in an underground gas line owned by National Grid. Department members gained entry to numerous buildings in the vicinity of the leak to check for the presence of natural gas. Fortunately no dangerous levels of natural

gas were found inside any of these buildings and the situation was resolved by employees of National Grid.

The communities of Lawrence, North Andover and Andover were rocked by numerous explosions when a natural gas pipeline became over-pressurized during the afternoon of September 13. Those communities quickly received reports of more than 70 structure fires and explosions within a matter of minutes, quickly overwhelming them. The effectiveness of the state's mutual aid was displayed in a stunning fashion, with more than 300 fire apparatus from approximately 174 communities being dispatched to the three communities within an hour from all over the region including New Hampshire and Maine. Wakefield Engine 1 with Lieutenant Cliff Silva and Firefighters Christopher Curran, Roberta Taggart and Kevin Wesley were dispatched along with myself to the staging area in the parking lot of the Andover High School as part of a combined task force consisting of two dozen fire apparatus from the area. These units were subsequently dispatched to dozens of calls received by the Andover Fire Department over the next several hours as the incident progressed through the evening before finally being contained and controlled. It is extremely comforting to know that such a vast array of resources are available to a local fire department should such an incident occur.

Firefighters under the command of Captain Paul Pronco responded to the Irving Gas/ Blue Canoe service station at 448 Salem Street during the morning of December 21 for a reported fuel spill. Upon arrival, firefighters found that a vehicle had driven away from a fuel pump with the hose still attached spilling approximately 25 gallons of gasoline in the process. Irving employees turned off the fuel pumps while firefighters blocked off local storm drains and soaked up the spilled fuel with an absorbent material. The Massachusetts Department of Environmental Protection responded to the scene and directed Irving employees to retain a licensed environmental cleanup contractor to remediate the spill and remove the fuel that had entered the storm drains. The quick actions of firefighters averted a much more serious incident involving a fire or explosion from occurring and limited the extent of environmental contamination from the released fuel.

The Wakefield Fire Department responded to 47 requests for mutual aid during 2018. Mutual aid responses included fires in Chelsea, Lynnfield, Malden, Melrose, North Reading, Reading, Revere, Saugus, Stoneham and Woburn. A crew from Engine 2 under the command of Lieutenant Sean Curran assisted the Revere Fire Department at the scene of a

multiple alarm fire at the Sozio Appliance Center on Squire Road during the evening of February 17. A crew from Engine 2 led by Lieutenant Robert Taggart assisted the Melrose Fire Department at the scene of a 3-alarm fire at 504 Lebanon Street during the evening of March 3. Lieutenant John Mercurio and a crew from Engine 1 assisted the Reading Fire Department at the scene of a 3-alarm fire at 13 Berkley Street during the evening of April 12. Lieutenant Joseph Albert along with a crew from Engine 2 covered a vacant Malden fire station during a multiple-alarm fire in that city during the morning of April 18. Acting Lieutenant John Hurley along with Firefighters from Engine 2 assisted the Chelsea Fire Department at the scene of a 6-alarm fire at 10 John Street during the evening of May 2. Acting Lieutenant John O'Brien led a crew from Engine 2 that assisted the Revere Fire Department at the scene of a multiple-alarm fire 10 Franklin Avenue in Revere during the evening of September 16. A crew from Engine 1 led by Lieutenant Robert Taggart covered a vacant Woburn fire station during a 2-alarm fire in that city during the afternoon of September 28.

Lieutenant Michael Long participated in two incidents involving activations of the Massachusetts District 2 Hazardous Materials Response Team during 2018. The first involved a fire in a container of aluminum shavings at an industrial site in Waltham during the afternoon of January 15 and the second involved an ammonia leak at the Necco plant located at 135 American Legion Highway in Revere during the afternoon of September 11. This regional hazardous materials response team is funded by the Commonwealth of Massachusetts, which pays for all the training costs to support the team's activities.

Captain Paul Pronco and Firefighter Steven Bivens are members of the Northeast Massachusetts Technical Rescue Team. This team was not called to any incidents during 2018 but actively trains and prepares for incidents that may require a technical rescue such as building and trench collapses. The Regional Technical Rescue Team is partially subsidized by funding provided by The Northeast Homeland Security Regional Advisory Council, which reimburses the department for all training and incident response expenses associated with this team.

PERSONNEL

As of December 31, 2018, the Wakefield Fire Department consisted of 51 personnel: The Fire Chief, five Captains, including a Captain assigned as Fire Prevention Officer, 12 Lieutenants, 32 firefighters; and one civilian administrative secretary.

The year 2018 brought several personnel changes to the Wakefield Fire Department. Three members of the Wakefield Fire Department resigned during 2018; Captain Christopher Smith on February 16, Firefighter Patrick Jarvis on March 14 and Firefighter Sean Giampa on November 15.

The resignation of Captain Smith resulted in the subsequent promotion of Wakefield Fire Lieutenant John Walsh to Fire Captain and Wakefield Firefighter Daniel Hancock to Fire Lieutenant on April 9. Captain Walsh, a 14-year member of the department, has been assigned as the new Fire Prevention Officer for the department. Lieutenant Hancock, a seven-year member of the department, was assigned to Group 1 under Captain Randy Hudson.

Two new Wakefield Firefighters, Sean Gill and Patrick Farrell, both residents of Wakefield, were appointed permanent firefighters to replace Captain Smith and Firefighter Jarvis. Firefighters Gill and Farrell were not sworn in until December 19, as they had to wait for open slots at the Massachusetts Firefighting Academy (MFA). Both are presently enrolled in a ten-week training program with the MFA Recruit Class 271 with an anticipated graduation date of March 8, 2019. The department welcomes Firefighters Gill and Farrell with warm wishes for a long and productive career in the fire service. Firefighter Sean Giampa's spot has not been replaced yet and will be filled during the next several months.

APPARATUS & EQUIPMENT

The Department did not replace any major fire apparatus during 2018. It did, however, take delivery of a new 2018 Chevy Tahoe that will be used as the new command car for the shift Captains. The 2014 Ford Explorer will become the new vehicle assigned to the Fire Prevention Officer and the former fire prevention vehicle, a 2002 Chevy Tahoe, will remain in service with the town and be assigned to the town's Emergency Management Coordinator.

The Department received a federal Assistance to Firefighters Grant (AFG) totaling \$16,364 to be used towards the purchase of a new set of air bags as well as a set of hydraulic forcible entry tools. This AFG grant funded 90% of the cost of this equipment with the remaining 10% local match coming from a Fiscal Year 2019 Capital Outlay request. This equipment requested under the AFG grant replaced a worn out set of air bags that were 15 years old and approaching the end of their service life.

The air bags can be quickly deployed to lift heavy objects in a safe and stable manner without the use of cumbersome jacks. The AFG grant also funded the purchase of five hydraulic “rabbit tools,” one for each of the department’s four pumpers and the ladder truck, to be utilized in fire and rescue incidents to quickly force open doors. Wakefield has many large apartment and condominium complexes where a significant number of units may have to be accessed and searched in a short period of time during an emergency. Hydraulic rescue tools allow a door to be forced open in less than a minute resulting in a fast and efficient search for any trapped building occupants. A fast-moving fire or gas leak will require that a search of these units be done quickly, which will be much faster than the department’s compliment of hand tools such as pry bars and axes can accomplish.

Town Meeting authorized the expenditure of \$180,000 to make upgrades and improvements to the radio system infrastructure for both the police and fire departments, including radio receivers, repeaters, comparators and associated equipment. The requested funding would also add an additional receiver site at the Northeast Regional Vocational School for the police and fire radio systems, boosting the radio signal for this area of town. The receiver site presently at the Colonial Point Apartment Building on Audubon Road will also be relocated to the Four Points Sheraton Hotel. The present Verizon copper phone lines that connect the various receivers with the Public Safety Building and the main repeater on the Hart’s Hill water tower are obsolete and fail often during inclement weather rendering one or more receivers inoperable. The new equipment will utilize fiber optic cable to connect the receivers and repeaters, making the radio system for both departments more efficient and reliable. An Emergency Management Performance Grant (EMPG) for \$6,460 for the purchase of fiber optic cable to support improvements to the department’s radio system related to this radio project was secured in the spring of 2018. This grant helped fund the purchase and installation of fiber optic cable for the Vocational school and Sheraton Hotel receiver sites. This important project is nearly completed and will be finished during the first few months of 2019. The department has also applied for a federal Assistance to Firefighters Grant (AFG) from the Department of Homeland Security for \$75,000 to be used to replace the department’s air compressor for its breathing apparatus refill system.

Wakefield Emergency Management Coordinator Thomas Walsh has also applied for an additional Fiscal Year 2018 EMPG grant of \$6,315 to be used towards the purchase of body armor and ballistic helmets for Wakefield firefighters. This equipment would help to protect department

members participating in a rescue task force group during an incident involving an active shooter. Firefighters, working under the direction and protection of law enforcement personnel, would enter an area involving an active shooter, identify victims, render first aid and evacuate them to a safe area where they could be transported to an area hospital for follow-up care. This grant is expected to be awarded in January of 2019.

All the department's pumper engines, fire hose, ground ladders, air compressor and breathing apparatus were inspected, tested and certified during 2018. The aerial ladder for Ladder 1 was also inspected and certified.

TRAINING

The department participated in many training programs this year, including programs offered by the Massachusetts Firefighting Academy as well as outside vendors brought in to train on specialized topics. During 2018 the Wakefield Fire Department conducted training sessions covering the following topics:

- Water and ice rescue procedures at Lake Quannapowitt and Crystal Lake including the operation of the two fire boats owned by the department.
- High-rise firefighting procedures including the use of standpipe systems.
- Basic ladder and hose handling techniques.
- Annual training with the department's hydraulic rescue tools including the "Jaws of Life," hydraulic rams, jacks and air bags.
- Practice of aerial ladder pipe set up procedures for the ladder truck.
- Procedures involving the use of the department's multi-gas detectors and responses to carbon monoxide emergencies.
- Review of chimney fire procedures and related operations.
- Conducting drills on new and existing streets in Wakefield.
- Review of emergency dispatch and radio procedures.
- Review of procedures involving electrical emergencies and associated hazards. This year the department partnered with the Wakefield Municipal Gas and Light Department (WMGLD) to offer training on electrical safety sponsored by the Northeast Public Power Association.
- Conducting training on natural gas and propane related emergency calls and associated hazards.

- Participation in emergency medical training classes sponsored by Action Ambulance as part of the department's Emergency Medical Technician continuing education program.
- Participation in a familiarization tour of the sand filter facility at the Broadway pumping station at Crystal Lake.
- Conducting building familiarization tours of the new apartment buildings at 175 North Avenue and 600 North Avenue as well as a commercial building at 360 Audubon Road.
- Participation in a joint training session on incidents involving active shooters with the Wakefield Police Department, members of the Northeastern Massachusetts Law Enforcement Council, and Action Ambulance held at the Northeast Regional Vocational School on June 25 and 27. The department also participated in a multi-agency active shooter drill in Reading on June 21 and 25.

Captain Paul Pronco and Firefighter Steven Bivens continue to be active members of the Northeast Massachusetts Technical Rescue Team, which became operational in February of 2010. Lieutenant Michael Long continues to be an active member of the District 2 Hazardous Materials Response Team.

FIRE PREVENTION

The department conducted in-service inspections of all commercial and industrial properties in town during 2018. As a result, 575 business fire inspections were conducted in the community between March and December of 2018 by on-duty firefighters operating on a ready-to-respond basis. These in-service inspections also have the added benefit of familiarizing department members with the floor plans and individual hazards associated within buildings prior to an emergency situation. An additional 84 quarterly inspections of school buildings, nursing homes, hotels and boarding homes were also conducted by on-duty firefighters.

Captain John Walsh, the department's Fire Prevention Officer, conducted 67 inspections related to local and state licensing of restaurants, group homes, day care centers and after-school programs. Captain Walsh also completed 660 compliance inspections during 2018 to ensure that any potential violations or hazards discovered were corrected. The compliance checks also allow emergency business contacts for these properties to be updated, resulting in faster notification of property owners during an emergency.

The year 2018 brought a continuation of a significant construction boom in Wakefield. Many buildings were demolished in preparation for new construction including locations on Main Street, North Avenue and Water Street. Single family homes in many locations around town were torn down to make room for new structures. The department's Fire Prevention Bureau closely monitored and completed final inspections of a large construction project at the Wakefield Station at 175 North Avenue including a new restaurant at that site named Tonno's. A large building is being constructed at 209 Water Street that will house up to 1,000 self-storage units. A 34-unit apartment building at 3 Bennett Street, the site of the former Boit Home, is progressing rapidly as is a smaller apartment building just up the street at 640 Main Street. A small residential development has also been completed on Hart Street on the site of the former Crystal Chemical Company. Land has been cleared in preparation for the construction of a 19-unit apartment building at 592 North Avenue. The site of the former Wakefield Corporation Building at 69 Foundry Street has been cleared in preparation for the construction of an 81-unit apartment building at that location.

This year promises to be another busy construction year for Wakefield as more construction projects have been proposed or approved for Audubon Road, Foundry Street and Tarrant Lane. The Fire Prevention Bureau will closely monitor these developments during calendar year 2019. The department continues to conduct plan reviews of dozens of residential additions, new homes and commercial tenant fit-ups in many locations around Wakefield. The department also maintains a strong presence at Wakefield's annual Fourth of July Parade, Italian Festival and Holiday Stroll.

The department presently does not have the necessary funding to conduct fire safety classes in the local school system. This is unfortunate since classroom instruction of fire safety and survival skills have been proven to save the lives of school-age children on many occasions state wide. Several large pre-schools in town including the preschool center at the Doyle School as well as some kindergarten classes visited both fire stations during 2018. Multiple fire drills were conducted at each school facility and the department assisted with multi-hazard evacuation drills at every public and private school in Wakefield during 2018. The department participates in school activities including guest reader days and fire truck washings whenever possible as it strives to increase its visibility in the school system and promote awareness on fire safety issues.

A full-time Fire Prevention Officer continues to play a vital role in the Wakefield Fire Department. The department simply can't function properly without this position. The recent construction boom of the past several years has only served to reinforce the importance of this position. Wakefield has many large construction projects that require close tracking to ensure that proper safety procedures are in place and being complied with. The Fire Prevention Officer positively affects the department's ability to conduct enforcement duties more efficiently and effectively. Commercial properties are being inspected and violations are followed up in a timely manner. This position also coordinates walking tours of various commercial properties and major construction sites in town by each of the department's four duty shifts. This increases the awareness and overall operational safety of all department members by making them aware of specific safety hazards that they may encounter at the locations they visit. Wakefield is a growing community undergoing significant changes to its residential and commercial infrastructure. The department is struggling to keep up with these changes and needs to increase its staffing in the fire prevention division. The department will advocate for another full-time fire prevention position in the coming year to assist with the increased workload it is being asked to handle.

CONCLUSION

In conclusion, I am grateful to the community and especially the Town Council, Finance Committee and Town Administrator Stephen P. Maio for their ongoing support during the year. As the Town enters 2019, my goals are to closely monitor the town's ongoing major construction projects, provide quality training programs for department members and continue to advocate and request funding for more staffing in fire prevention and a new fire department pumper. I would like to thank all the members of the Wakefield Fire Department, the Wakefield Police Department, all other town boards, committees and departments and the citizens of Wakefield for their continued support and assistance.

Respectfully submitted,
Chief Michael J. Sullivan
Wakefield Fire Department

STATISTICAL REPORT FOR 2018

EMERGENCY RESPONSES

BOX ALARMS	424
STILL ALARMS	3341
TOTAL ALARMS	3765

Medical emergency / motor vehicle accident responses	2664
Alarm malfunctions / accidental alarm investigations	487
Public assistance / public service responses	117
Investigations of hazards, gas & smoke odors	128
Mutual aid responses to other communities	47
Water hazard emergency responses	49
Appliance fires / emergencies	24
Heating system emergency responses	14
Electrical fires / emergency responses	53
Hazardous materials incident responses	30
Carbon Monoxide detector investigations	89
Structure / Building fires	13
Brush & grass fires	27
Motor vehicle fires	5
Rubbish & dumpster fires	2
Malicious false alarms	5
Rescue responses (water rescue, elevator rescue)	11
Mutual aid assistance received by Wakefield	79

MULTIPLE ALARM FIRES – 2018

- 2 ALARMS BOX 114 – 7 FURNESS CIRCLE - 12:24 P.M. – JANUARY 26, 2018
- 7 ALARMS BOX 3413 – 8 LAFAYETTE STREET - 7:00 P.M. – OCTOBER 23, 2018

EQUIPMENT USED 2018

EQUIPMENT	USAGE
1 ½” Hose	850 feet
1 ¾” Hose	4,250 feet
2 ½” Hose	1,200 feet
3 “ Hose	800 feet
4” Hose	10,825 feet
Ladders	1,595 feet
Air Masks Used	117 times
Salvage Covers Used	1 times
Smoke Ejectors Used	65 times
Fire Extinguishers Used	15 times
Thermal Cameras Used	109 times
Multi-gas Detectors Used	222 times

APPARATUS RESPONSES 2018

UNIT	BOXES	STILLS	TOTAL
Engine 1 – 2017 1250 GPM Seagrave Pumper	403	2007	2410
Engine 2 – 2000 1250 GPM Seagrave Pumper	280	555	835
Engine 4 – 1996 1250 GPM Seagrave Pumper (Reserve)	99	149	248
Engine 5 – 2006 1250 GPM Seagrave Pumper (Reserve)	84	145	229
Ladder 1 – 2013 Seagrave 100’ Aerial	352	540	892
Car 6 – 2011 Chevrolet Silverado Utility Truck	26	29	55
Car 2 – 2014 Ford Explorer 4WD Utility Vehicle	403	242	645

ADDITIONAL APPARATUS OPERATED BY THE DEPARTMENT

Car 1 – 2015 Ford Explorer 4WD Utility Vehicle –Assigned to the Fire Chief

Car 2 – 2018 Chevrolet Tahoe 4WD Utility Vehicle- Assigned to Shift Commander

Car 3 – 2014 Ford Explorer 4WD Utility Vehicle –Assigned to Captain – Fire Prevention Officer

Car 6 – 2011 Chevrolet Silverado 4WD Utility Truck
 Marine Unit(s) – 1980 13’ Boston Whaler & 1995 10’ Avon Rubber
 Rescue Boat
 Marine Unit Trailer – 2004 EZ Loader Trailer
 Hazardous Materials Response Trailer – 2003 Car Mate 14’ Cargo Trailer

FIRE PREVENTION REPORT FOR 2018

Smoke Detector Certificates Issued	494
Oil Burner Permits Issued	100
Oil Storage Permitted (Gallons)	27,590
Propane Gas Storage Permits Issued	20
Flammable Liquid Storage Permits Issued	12
Sprinkler System Inspection, Test, Service Permits Issued	111
Fire Alarm System Inspection, Test, Service Permits Issued	363
Blasting / Fireworks Permits Issued	3
Fuel Tank Removal Permits Issued	72
In-Service Fire Prevention Inspections Conducted	535
New Fire Protection System Installation Permits Issued	112
Open Air Burning Permits Issued (Jan. – May)	105
Final Fire Alarm Acceptance Tests	89
Tank Truck Inspections	35
Fire Prevention Inspections Related to State/Local Licensing	67
Compliance Inspections conducted by Fire Prevention Officer	660
Miscellaneous Permits Issued	0
Quarterly Inspections Conducted (Schools, Hotels/Lodging Houses, Nursing Homes)	84

Report of the Emergency Management Director

The Emergency Management Department prepares for natural and man-made disasters, serving as the local branch of the Massachusetts Emergency Management Agency (MEMA) and of the Federal Emergency Management Agency (FEMA).

Wakefield is a member of the now 24 community Mystic Regional Emergency Planning Committee (REPC). The Mystic REPC meets six times a year and works to conduct and coordinate emergency exercises and procedures throughout the region. I have been named as the Treasurer of this committee.

Wakefield subscribes to Code Red, The emergency notification telephone system that allows town officials to immediately notify residents and businesses by telephone of emergency situations and important community information. We are going to add three (3) foreign languages to our system to better communicate with our immigrant residents.

Wakefield was able to submit for reimbursement to FEMA for the March 13th - March 14th 2018 snowstorm. The Town will receive from the Federal Government \$154,128.89 in reimbursement funds. We are also submitting to FEMA an additional request of over \$7,000 dollars in direct administrative costs incurred from that storm as well.

An Emergency Management Performance Grant (EMPG) was awarded in the amount of \$6,100. We used those funds to provide protective gear to the Fire department personnel who are responding to active shooter incidents. This is a requirement under NFPA 3000. The equipment was ballistic helmets and bullet proof vests.

Shortly after being appointed to the position of Emergency Management Director I was approached by the Police Chief, that there was a problem with cell phone communication in the schools during incidents with police, fire and EMS. This was a long term problem for the Farm St. and Hemlock Rd. area. This affected Wakefield High School, The Woodville and the Vocational High School.

Contacted Verizon and set up meetings between their staff and our school and public safety personnel. Verizon eventually installed a total of 10, 4G Extenders in the three schools. This mitigated the long term

communication problem we had. This was done at no cost to the Town. This was accomplished in September 2018.

Wakefield experienced the seven alarm fire this past October. During the fire contacted the Emergency management Director of Malden and he provided us with additional lighting for our firefighting crews. Assisted the Fire and Building Departments with contacts to mitigate potential collapse of the building, during the fire. Coordinated with the Water department the pressure needed to combat the fire without interrupting the needs of our residents.

Submitted a Safer Schools and community initiative grant in the amount of \$79,711dollars to the state for interior cameras in the schools along with four active shooter detection systems as well. If awarded this will be another of the pieces of making our schools safer.

Assisted the School department and school resource officers with help in identifying potential safety issues in the Schools.

Participated in a five community team, table top exercise at the Knights of Columbus Hall. This was on emergency response due to a terrorist act, this exercise was very successful.

Revamped the Community room at the public safety building. Replaced the old technology with state of the art electronics and a new computer. This is equipment that will be utilized by any department in Town, for training or educational purposes. Our townspeople will be able to use the new electronics as well.

This has been a very productive year and hopefully the next fiscal year will be too.

Respectfully Submitted,
Thomas P. Walsh Jr.
Emergency Management Director

Report of the Fire Alarm and Traffic Signal Department

The Fire Alarm and Traffic Signal Department maintains nineteen signalized intersections, thirteen municipal fire alarm circuits, and communication centers in both fire stations.

This department responded to forty-five calls for service during 2018. A severe storm in March damaged electrical components in traffic control cabinets town wide and causing several intersections into protective flash mode. New power supply units were installed at three intersections. Three intersections also received new malfunctioning management units. A new detection camera was installed at Water and Vernon St.

All pedestrian buttons were tested several times during the year with malfunctioning ones being replaced. Thirteen bulbs were also replaced.

The municipal fire alarm system remains the quickest and most efficient means of fire alarm notification protects thousands of lives and millions of dollars in property. This system required forty calls for service. This included nine open circuits and a knockdown of a large junction pedestal at Main and Richardson Avenue. Fifty-one pole changes were done and 3500' of new fire cable installed on Spring, Armory, and Vernon Streets.

Dispatch equipment operates 24 hours a day, 365 days a year receiving emergency calls and notifying appropriate resources. The majority of equipment is 15 years old and closer to the end of reliable service. The dispatch center at Fire Headquarters required the replacement of the fire radio transmitter console after numerous repairs were made to it over several years. Repairs were also made to the fire alarm box decoder and the pa system. Several municipal fire alarms circuit cards were replaced due to damage.

Respectfully submitted,
Randy Hudson
Superintendent

Report of the Inspectional Services Department

Report of all Divisions of the Building Department for the Year 2018 is as follows:

BUILDING DIVISION

Building Permits Granted	816
Building Inspections Made	991
Inspections m/w Fire Prevention Officer	1
Inspection of Fire Jobs	3
Request for Zoning Interpretation	763
Complaints Investigated RE: Zoning Bylaw	164
Sign Permits Issued	28
Single Family Dwelling Permits Issued	9
Single Family Attached Dwelling Permits Issued	7
Multiple Family Dwelling	1
New Commercial Buildings	2
Buildings Razed	16
Swimming Pool Permits Issued	13
Solid Fuel Burning Appliance Permits Issued	7
Multiple Dwellings Inspected	6
Lodging House Inspections	9
Hotel Inspections	2
Nursing Home Inspections	1
Public School Inspections	10
Day Schools Inspections	14
Certificate of Occupancy Permits Issued	28
Certificate of Inspection Permits Issued	160
Building Permits Fees Collected	\$569,864

Permit Valuations for the Last Six Years

2013	\$135,344,266.00	2016	\$ 67,226,479.00
2014	\$ 23,414,904.00	2017	\$ 34,616,319.00
2015	\$ 43,883,461.00	2018	\$ 52,792,704.00

PLUMBING DIVISION

Permits Granted	442
Inspections Made	525
Inspections Approved	503
Meetings w/Pipe Fitters/Plumbers on Job	4
Complaints Investigated	0

Plumbing Permit Fees Collected	\$44,017
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GAS DIVISION

Permits Granted	367
Inspections Made	269
Inspections Approved	256
Meetings w/Pipe Fitters/Plumbers on Job	1
Gas Permit Fees Collected	\$22,815

WIRE DIVISION

Wire Permits Granted	582
Residential Wire Permits Granted	421
Commercial & Other Wire Permits Granted	161
Inspections Made	773
Inspections Approved	746
Inspections m/w or Requested by WMGLD	12
Inspections m/w or Requested by Fire Department	7
Inspections after Fire Damage	3
Job Meetings with Electricians	19
Inspections of Public Buildings	16
Inspections of Public Schools	14
Inspections of Nursery Schools	1
Temporary Service Permits	19
New Services – Residential	25
New Services – Commercial or Other	16
Service Increases	52
Wire Permit Fees Collected	\$84,507

TOTAL PERMIT FEES COLLECTED	\$721,203
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Respectfully submitted,
John Roberto
Inspector of Buildings

Report of the Animal Control Officer

Police calls	136
General animal calls	4,400
Animal related questions	3,111
Warnings issued	75
Violations issued	20
Malden Court hearing attended	2
Malden Court trials attended	0
Cruelty cases	3
Barking dog complaints	65
Dog bite cases	12
Cat bite cases	2
Dogs boarded	2
Dog returned to owner	2
Dogs adopted	0
Dogs euthanized	0
Other animals adopted	2
Animals quarantined	43
Facilities & Animals Inspected	1
Officers continuing education & training	24 Hours
Community education classes or speeches	4 Hours
Animal transferred to other agencies, i.e. MSPCA, ARL,	
Northeast Animal Shelter, PAWS	0
Out of town transferring animals	4 Hours
Injured animals rescued	20
Deceased animals removed	398
Humans exposed to rabid animals	0
Animal exposed to a possible rabid animals	17
Suspected rabid animals euthanized	0
Cats or Other Animals euthanized	0
Patrol of town & school grounds	Daily
Shelter duties i.e., cleaning & maintenance	184 Hours

Report of the Zoning Board of Appeals

The Wakefield Zoning Board of Appeals, a quasi-judicial body with five members and three alternates appointed by the Town Council, operates under the Zoning Bylaws of the Town of Wakefield and under Chapter 40A of the General Laws of the Commonwealth of Massachusetts.

The Board deliberated on 49 new Petitions during 2018. The Petitions included requests for Variances, Special Permits, Findings and/or Determinations. Major items before the Board included Petitions for an 18-unit apartment building on North Avenue, 5-unit multi-family housing on Albion Street, motor vehicle sales establishment on Water Street, approval for up to 184 apartment units on Albion Street. Many Findings and/or Determinations were made to allow the razing and reconstruction of single and two-family dwellings. Wireless communication facilities upgrades, accessory apartments and many signs for business establishments were also approved. Currently before the Board is a proposed Comprehensive Permit to allow 190 apartment units on Tarrant Lane.

David W. Hatfield served as Chairman of the Board and Ami Wall served as Clerk. Other Board members are Charles L. Tarbell, Jr., James H. McBain and Richard O. Bayrd, alternate members are Thomas J. Lucey, Michael L. Feeley and Gregory W. McIntosh. Mrs. Gail Conroy served as the Secretary of the Board.

Respectfully submitted,
David W. Hatfield, Chairman

Health and Welfare Reports of

BOARD OF HEALTH
HOUSING AUTHORITY
COUNCIL ON AGING

Report of the Health Department

The Wakefield Health Department is part of a regional health department with Melrose. We share staff and programming as well as apply for grants together.

A three member elected Board of Health meets monthly. The Board sets policy, adopts regulations, and enforces local and state laws.

Programs funded through state and federal grants:

The Wakefield Health Department is a participant of five regional public health grants as part of the Mystic Valley Public Health Coalition with Melrose, Medford, Malden, Stoneham (all but FDA grant), Reading (tobacco and opioid grants) and Winchester (tobacco, substance abuse, and FDA grants).

The first is a seven year **regional tobacco control program**. The City of Melrose just completed the last year of a seven-year regional tobacco prevention grant. Melrose is the lead agency for the seven-community consortium which includes Malden, Medford, Melrose, Reading, Stoneham, Wakefield, and Winchester. The grant funds a full-time Tobacco Prevention Program Director. Activities conducted in Melrose this fiscal year include the following:

Enforcement:

- Retail store inspections completed in 100% of all retail establishments that sell tobacco/nicotine products (a total of 12 stores). The only violations were minor ones related to signage which resulted in educational warnings.
- Two full rounds of Compliance Checks with a trained youth were conducted. The purpose of these checks is to ensure that our local tobacco retailers are not selling age-restricted products to minors. There were no violations this year.
- Pricing Surveys were completed in 100% of the stores. One establishment was selling cigarettes below state minimum prices.
- There were no smoking complaints during the past year.

Education/Awareness:

- The Program Coordinator provided Tobacco and Nicotine product updates, technical support, and education/awareness to various local and regional organizations such as Melrose School Wellness Advisory Committee, Mystic Valley Regional Health Collaborative, Massachusetts Opioid Prevention Collaborative, Melrose Substance Abuse Prevention Coalition, the Regional Bureau of Substance Abuse Services Underage Drinking Collaborative, The Middlesex DA's Opioid Task Force, et al.
- Participated in various municipal "Town Days", Health & Wellness Fairs, Recovery Vigils, etc.
- Presented at back-to-school mandatory parent/student athlete meetings.
- Presented "The New Smoking Trend – Vaping" at various schools as well as to youth sports organizations and parent groups and at an MHOA Conference in Concord.
- Accompanied staff members from State Senator Jason Lewis, State Representative Paul Brodeur, and State Representative Michal Day's offices on an education tour of local vape shops.

Attended Annual Kick Butts Day at the State House and met with various state legislators including State Senator Jason Lewis and State Representative Paul Brodeur.

Policy:

- Like several surrounding communities, the Melrose Board of Health passed a tobacco permit cap which does not affect any existing stores but does limit the number of new tobacco permits issued by the City of Melrose. The Board also adopted a proximity ban which prohibits any new tobacco retailers within 500 feet of a school. Again, this regulation does not impact existing store owners.

We are in the last year of a five year, \$100,000 per year **opioids prevention grant** awarded to the Mystic Valley Public Health Coalition to address the issues of opioid use. This grant is led by Medford. The

Substance Abuse Prevention Coordinators of the six communities meet monthly to coordinate their efforts.

The Melrose/Wakefield Health Department has a \$40,000/year grant from the Massachusetts Department of Public Health (MDPH) to focus on chronic disease prevention, which funds the Mass in Motion-Melrose/Wakefield program. The mission of Mass in Motion-Melrose/Wakefield is to make the healthy choice, the easy choice for residents, by increasing opportunities for families to eat better and move more in the places they live, learn, work, and play.

In collaboration with Town officials, a Complete Streets ordinance was passed in September 2017; this gave the Town the opportunity in 2018 to assemble a Complete Streets Working Group and apply for MA DOT funding. The hope is, if we receive this funding in FY19, Wakefield will be more able to build neighborhoods and roads that accommodate all users including drivers, pedestrians and bikers.

Over 20 bike racks are now available around town.

Making parks and playgrounds more accessible and more utilized by the community was a Mass in Motion focus in 2018. Collaboration with local organizations & businesses to bring free outdoor active programming to highlight a Park of the Month in the summer of 2018 was successful; hundreds of residents participated.

The sixteenth regional Middlesex Fells StoryWalk was held across from Stone Zoo. Thousands of families have now participated in walking, reading and enjoying the outdoors.

The BOKS (before school activity program) is in several elementary schools and continues at the Galvin.

The second annual Wakefield Healthy Living Expo at the Americal showcased health screenings, demonstrations, healthy food giveaways, etc. and was a great collaboration between the Chamber, the Health Department, the Boys and Girls Club and many others.

We have received a five year \$350,000 grant from the federal Food and Drug Administration to improve our **food protection program**. This

grant is in conjunction with Melrose, Malden, Medford and Winchester. Nine Standards outline a process to transform the food protection program to the most effective possible.

The MA Department of Public Health also awarded our public health region a Substance Abuse Prevention grant which focuses on **underage drinking**. A Regional Coordinator works on strategies to reduce underage drinking for Wakefield, Melrose, Malden, Medford, Stoneham, and Winchester.

Environmental Health: One of the statutory functions of the Health Department is to permit and inspect food establishments, semi-public swimming pools, recreation camps and tanning establishments. In addition, the staff responds to complaints from the community on these and other public health issues. Wakefield and Melrose share a full-time Senior Health Inspector and a Health Inspectors.

The inspectors performed 170 food inspections plus inspections for each of 14 farmer's market food permit holders. In addition, 31 inspections were completed for 3 summer camps, 2 inspections for swimming pools, 4 lodging houses/hotel inspections and 3 inspections for 5 inspections for 3 tanning establishments.

A total of 170 complaints were received: 49 housing; 16 food; 28 trash/dumpster; 19 yard; 1 noise; 1 odor; 35 rodents; 4 pool; 12 environmental and 5 miscellaneous.

Public Health Nursing: Adult immunization clinics were held in the fall in conjunction with Melrose. Between the two communities, a total of ten clinics were offered with five in Wakefield. A total of 415 influenza vaccines were administered to the public, 201 to school staff and four home flu shots. The numbers of people coming to the public flu clinics continue to decline as pharmacies and other businesses offer them with sales incentives. 115 blood pressure checks were performed at the McCarthy Senior Center.

The Public Health Nurse followed up on reported communicable diseases using the Department of Public Health's secure online system. In 2018 there were 132 confirmed or suspect cases of the following, with campylobacter, Hepatitis C and Salmonellosis with significant increases:

Campylobacter	10
Cryptosporidia	2

Hepatitis B	0
Hepatitis C	9
Hepatitis A	3
Legionella	1
Lyme	16
Pertussis (Whooping Cough)	0
Mumps	1
Salmonellosis	5
Varicella	1
Influenza	95
Group A strep	2
Varicella	1
Other	9

Communication and support continues to be offered to the School Nurses.

Community Health: Awareness of the Sharps Kiosk at the Public Safety Building continues to grow. The Medication Take Back program allows residents to dispose of unused and/or expired prescription medication in a safe and environmentally appropriate way in a locked kiosk at the Public Safety Building. We partnered with the Police Department to conduct two Drug Take Back Days.

Substance abuse prevention: Wake-Up completed its third year with the federal Drug Free Communities funding. The coalition continues to grow and have active participation from key sectors throughout the community including police, schools, business owners, parents, health care professionals, concerned residents and youth. The Youth Action Team Leaders and clubs at the Galvin and High School continue to thrive and provide leadership opportunities for over 50 youth in Wakefield. Data from the 2016 Youth Risk Behavior Survey indicates a significant decline in substance use rates at the Galvin Middle School, which may be attributed to a multi-tiered strategy which included improving substance use curriculum in health classes, positive social norm campaigns around substance use (i.e., not everyone is doing it), teacher trainings in Mental Health First Aid, and increasing the number of youth who feel they have a trusted adult within the school.

This summer, the Coalition utilized local data to recognize areas of need and started to implement strategies to address those challenges. These

included promotion of the INTERFACE mental health referral service which has served 60 people, training all Wakefield Public School faculty in Mental Health 101, development and support of programs that reach young adults and community members struggling with addiction (e.g., SOAR program and SAFE Project). “In Plain Sight” reached over 200 adults who were able to learn about local trends, warning signs, and strategies to talk to the young people in their lives. Wake-Up has developed a strong partnership with the high school Athletics Dept; the Coalition Director speaks to every parent of incoming athletes along with seasonal trainings and support to coaches. In addition to these new projects, the Coalition continue to manage annual projects including Parent University, Teen Health and Safety Guide, Medication Take Back Days, and many others. Overall, the Coalition has had a successful year, continuing to recruit new members, increasing the capacity to over 45 coalition members who implement positive change in Wakefield, leading or cohosting dozens of events with over 2,000 people in attendance.

Mosquito Control:

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Wakefield consisting of mosquito surveillance, adult and larval mosquito control, ditch maintenance and public education. We are one of 29 communities in this self-funded regional program.

During 2018, May through most of August was dry. With that and the mosquito populations still rebounding from the 2016 drought, there were lower than average mammal biting mosquito populations until September. The Massachusetts Department of Public Health determined that there was a moderate West Nile virus (WNV) risk and a remote EEE risk in Wakefield during the 2018 season. There were 48 residents in Massachusetts who contracted WNV in 2018.

The adult mosquito surveillance program monitored mosquitoes from 16 Wakefield trap collections. Two mosquito pools from those collections were sent to the State Public Health Laboratory to be tested for EEE and WNV, both were negative.

The larval mosquito control program relied on the larvicide *Bacillus thuringiensis var. israelensis* (Bti) and *Bacillus sphaericus*, which are classified by the EPA as relatively non-toxic. In April a helicopter was used to apply Bti granules to 15.75 wetland acres to control spring

floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 15.75 wetland acres when high densities of mosquito larvae were found in stagnant water. A larvicide containing *Bacillus sphaericus* and Bti was applied 2,500 catch basins to control *Culex* mosquito larvae. *Culex* mosquitoes are considered the primary WNV vectors.

For adult mosquito control, 3 crews sprayed at night using truck-mounted aerosol sprayers when survey traps collected high mosquito populations. The EMMCP uses a pesticide product called Anvil 10+10 with the active ingredient, Sumithrin, which is classified by the EPA as slightly toxic. Advance notification of the spray program was done through notices on the town website.

Crews used an excavator to restore 277 feet of ditch and hand tools to restore 2080 feet of ditch.

The EMMCP's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma>.

Other: The Board continues to support the funding of two very important programs, Riverside Community Care and Communitas, previously known as EMARC. Riverside Community Care provides a broad range of health and human services including mental health, developmental disabilities and traumatic brain injuries, substance abuse treatment and early childhood services. A line item in the Board of Health budget subsidizes a sliding scale fee structure for outpatient mental health services.

Communitas (previously known as EMARC) is funded by the Department of Developmental Services (DDS) offers assistance to parents and other primary caregivers in their efforts to provide care in the home and community for a child or adult with an intellectual or developmental disability. The Board of Health provides a small amount of funding to offset the costs of programming not funded through other sources.

Nineteen families received case management to support their sons and daughters living at home. Another nineteen individuals live in residential units. Two students received case management, behavioral intervention

and in-home trainings to help maintain a child at home and in the community. One student received intensive flexible family support for the same reason. Five Wakefield residents live in an adult family/foster care situation funded through MassHealth. Forty eight residents participated in Communitas' recreation department.

Riverside Community Care provides outpatient mental health services to the region, including Wakefield. Services include family, group, and individual counseling. Services are provided on a sliding scale; the Health Department provides a small amount of funding to offset services not reimbursed through other means. In 2018 331 (2017= 81) Wakefield residents used 2950 (2018=1649) visits amounting in \$69,000 (2017=\$38,192.56) in free care.

Respectfully submitted,
Ruth L. Clay, MPH
Health Director

Report of the Wakefield Housing Authority

The Wakefield Housing Authority (WHA) was chartered in 1963 to provide housing for low income elders, families, and the disabled. All of its projected income and expenditures are approved by the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD) or by the United States Department of Housing and Urban Development (HUD).

I. Description of current housing programs:

Three developments are subsidized by the State Department of Housing and Community Development (DHCD): Hart's Hill (667-C) consists of 116 one-bedroom units built in 1965 and 1968 for elderly/disabled people; 38 and 40 Hart's Hill Road (689-1), which opened in 1990, provides residential facilities for 9 Department of Developmental Services clients; eight apartments of two-bedrooms each for families (705) were acquired in 1981. Lincoln School (667-3) opened in 1981 contains 10 elderly one-bedroom units and three units of congregate housing for 15 clients. The services for the congregate units are funded through a grant from the Office of Elder Services. Contract Administrator is Massachusetts Housing Finance Agency. A forty unit building for the elderly/disabled, Crystal View Apartments (74-1) was completed in 1981 using funds received from the Federal Department of Housing and Urban Development (HUD). Two programs of leased housing are provided: 374 Section 8 vouchers funded by HUD and a 38 unit State Rental Voucher Program (DMHRA). In 2006, the Wakefield Housing Authority signed a contract with the Wakefield Senior Housing Corporation to be the management agent for the new Hart's Hill Heights 202 supportive living building consisting of 22 one-bedroom units.

The Section 8 program has grown from 331 vouchers to 374 vouchers with the RAD conversion of Rockledge Apartments. The Section 8 Family Self-Sufficiency Program (FSS) continues with 8 families enrolled in the program. Begun in 1993, the FSS program enables families to take advantage of a variety of options which are geared to

having them achieve a goal of self-sufficiency within five years. We have had one family purchase a house and start their own business; others have completed their education and/or job training and all have improved their credit ratings.

II. Eligibility criteria for each housing program:

The eligibility criteria vary from program to program. They may be obtained on our website at www.wakefieldhousing.org or by calling the housing authority. At the present time, income-eligible people may apply for the State one-bedroom elderly/disabled complexes. They may also apply for Section 8 Vouchers through the Centralized Section 8 Waiting List of which the Wakefield Housing Authority is a member. Wakefield residents or those who work in Wakefield are given a preference. Veterans receive a preference in the State Housing program. Applicants are encouraged to apply by calling or coming to the WHA office located in the basement of the Lincoln School House at 26 Crescent Street (781) 245-7328 or visit our website.

III. Financial information:

The most recent audit of the Authority's finances (FY'18) is available to the public for viewing at the Authority's offices at 26 Crescent Street. No audit findings of the Authority have been noted by the Office of the State Auditor for the last twenty five years. The Authority was designated a "High Performer" by HUD for fiscal year 2018.

IV. Activities during the past year:

The Authority received \$66,104 from HUD for the Capital Fund Program. This was the twenty fifth year that a grant was received from HUD to enable the Housing Authority to do capital improvement projects at Crystal View. This year we replaced the hot water tanks and intend to start replacement of the apartment heating units.

This year the Authority also received formula funding from the Department of Housing and Community Development. These funds were used for asphalt roof replacement at Woodbury Road and to install air source heat pumps in 48 units along with the replacement of Federal

Pacific breaker panels. We continue with the ongoing installation of ADA water saving toilets.

Hart's Hill Heights was completed ten years ago. Occupancy for the 23-unit building began in January, 2007. Under the U. S. Department of Housing and Urban Development 202 program, the Wakefield Housing Authority and the sponsor, Mystic Valley Elder Services, formed a non-profit, the Wakefield Senior Housing Corporation. Mystic Valley Elder Services coordinates supportive services, maintains a meal site on the premises and holds activities for the tenants of the "Hart's Hill Complex" which includes the Hart's Hill Apartments and Hart's Hill Heights. Last year they have joined with the Wakefield Interfaith Food Pantry provide a food pantry on site. The Wakefield Housing Authority is the management agent of Hart's Hill Heights providing administration and maintenance for the property.

Administrative staff includes; Sandra P. Gass, Executive Director, Robin Aucella, Housing Manager, Mary Lou Roche, Financial Manager, Stephanie Gallo, Director of Leased Housing, Jessica Rivera, Leased Housing Specialist, Frances Marshall, Administrative and Maintenance Assistant, Beth Greenberg, Tenant Services Coordinator and Family Self-Sufficiency Coordinator. Joseph Ventura, Maintenance Supervisor, Brandon Drebit, Jack McTighe and Mark Drees maintain the properties.

Board meetings are held on the fourth Wednesday of the month at 4:00 p.m. in the Lincoln School Conference Room at 26 Crescent Street.

Respectfully submitted,
Sandra P. Gass,
Executive Director

Alfred Confalone, Chairman 25 Walton Lane

Charles Geier, Treasurer 41 Forrester Rd Term - April, 2021

Jane Good, Member 54 Overlook Rd Term - April, 2019

Lorelei MacKay, State Appointee 101 Broadway #309 June 2022

Report of the Council on Aging

The mission of the Council on Aging is to advocate, promote and support the social, health, and economic needs of the citizens of the community 60 years of age and over. The Council works to achieve these needs through education and outreach.

Transportation is an essential service provided to many members of the community. Approximately 150 people used our transportation program for their travel needs in and out of Wakefield. 500 trips to medical appointments, 600 trips for grocery shopping and miscellaneous errands, and over 2500 trips to center activities were made.

The Council offered many programs to keep residents connected and informed. Exercise programming continues to expand. Presentations on health insurance, legal assistance, nutrition and estate planning were also offered. Miscellaneous offerings; classes in art, Spanish, woodcarving and volunteer opportunities are available and continue to attract participants. The Board of Health, Hallmark Health and Best Home Care provided monthly blood pressure and wellness checks. Services such as jewelry repair and hair services are popular and available monthly. An average of 300 people use center services weekly.

With the help of a donation from The Savings Bank we began the Eat Local lunch program. Local restaurants have worked with us to provide quality catered meals at lower cost giving residents the opportunity to try the local fare. The community in general is very generous to the center having donated over \$4,000 to offset the cost of supplies and services.

Wakefield is part of the Mystic Valley Elder Services network. They work with local councils and residents addressing aging issues and administer the Meals on Wheels program and the senior center lunch program. Last year they provided 4023 meals.

A grant from the Executive Office of Elder Affairs in the amount of \$52,090 was received and expended. These funds support a part time clerk, offset the cost of exercise instructors, dues to the Mass Council on Aging and cover postage costs for the mailing of the newsletter.

Respectfully submitted,
Judy Luciano

Public Works Reports of

DEPARTMENT OF PUBLIC WORKS

ENGINEERING DIVISION

FORESTRY AND PARK DIVISION

CEMETERY DIVISION

FLEET MAINTENANCE DIVISION

BUILDING DIVISION

HIGHWAY DIVISION

WATER DIVISION

SEWER DIVISION

REPORT OF THE DIRECTOR OF PUBLIC WORKS

Public Works - FIRST RESPONDERS The Silent Arm of Public Safety

The Public Works Department consists of eleven (11) divisions and is responsible for maintaining the town's infrastructure and facilities associated with Public Ways, Parks, Public Grounds, Town Cemeteries, Water Distribution System, Water Treatment, Sewer Collection System, Public Shade Trees, Town Buildings, Town Vehicles and Town Drainage System. Additionally, the department provides services, such as: refuse collection and disposal, recycling and yard waste collection, street sweeping, snow & ice removal and support services to other town departments. The goal of the department is to provide efficient, effective and economical service to the citizens of Wakefield.

There have been difficult fiscal times for the DPW during the period of 2001 to 2012, however, we have turned the corner and are addressing many of the backlog items that occurred due difficult financial times and budget reductions. Although we are not back to the position of the 1990's, we are able to move forward with critical improvements.

The DPW is facing three major issues over the next few years, which include:

The DPW has been working on a master plan to replace the **DPW North Avenue Facility** – this facility supports eight (8) of our eleven (11) DPW divisions and all Town departments that utilize vehicles in their operations. The original plan for the facility was to support only one division. The first portion of the Facility was constructed prior to 1937 and the second portion was constructed in 1972. Since the construction of both facilities, the DPW has taken on more responsibilities, such as: Town wide vehicle maintenance, school facility infrastructure maintenance, school fields, school and library plowing, new and larger facilities such as: Senior Center, PSB and Galvin School. The ability to operate safely, efficiently and efficiently and ensure we meet our first responder responsibilities, meet our environmental compliance requirements, store equipment and needed materials, and maintain equipment in good operating condition, is severely impacted and restricted by the current site layout, facility size, equipment size, available material storage and ability to work on projects at the facility.

The facility has been overlooked over the past 40 (+) years creating numerous health, safety and environmental concerns. The facilities are in desperate need of rebuilding and modernization if we are to efficiently and safely meet the needs of the community and meet our First Responder responsibilities. Our current facilities pose a great risk to staff, supplies, equipment and the public and need immediate attention.

Refuse and Recycling – The current refuse and recycling markets are in crisis. There are not enough facilities to process refuse and China has placed stricter requirements on recycling. Market conditions, shortage of labor, and equipment cost are driving up cost for refuse collection, refuse disposal and recycling collection & processing. Recycling throughout Massachusetts and the United States is in a downturn due to a number of issues which include: slowdown in the Chinese economy, low crude oil prices, reduction in commodity prices, and closing of recycling facilities. As a result of these issues it is cheaper to produce such things as fresh plastic than it is to recycle. Additionally, the impacts referenced have forced processing facilities to charge many communities for the disposal of recyclables and charge to dispose of contaminated recyclables. Currently the Town of Wakefield is not charge to dispose of recyclables. Over the next few years the Advisory Board of Public Works, who serves as the Solid Waste Advisory Committee, will be analyzing all three components of the program to ensure that Wakefield is able to maintain an efficient, quality and cost effective program. It is important that residents do their part and only put clean recyclables in their recycling barrels ensuring that we have clean material. This will ensure that we have a recycling program that is effective, improves the environment, and reduces the cost of refuse disposal. If you have a question about recycling, please contact the DPW and we will be glad to assist you.

Chapter 90 funding which provides the money used for paving roads will provide approximately 32 percent of the annual funding needed for roadway improvements in fiscal year 2020. This is down from the 58.7 percent provided in fiscal year 2016. It is important to note that chapter 90 funding is still well short of the amount needed by the town to have a program that keeps up with the annual Town need. It is estimated that \$2.1 million dollars is needed annually.

In Fiscal Year 2020 the DPW hopes to continue with a number of major projects that will help to improve the community. Additionally, the DPW will continue to make every effort to maintain core services, provide for the health and safety of our residents, maintain existing infrastructure and ensure that the department meets its public safety responsibilities.

In calendar year 2018 the Department of Public Works was involved in a number of major programs, some of which include:

- ***Water Main Project Juniper Avenue*** – In 2018 the DPW water Division replaced the eight inch main on Juniper Avenue from Vernon Street to Indian Hill Road.
- ***New Salem Street Drainage Improvements*** – the DPW replaced an eight (8) inch water main on Juniper Avenue from Vernon Street to Indian Hill Road.
- ***Roadway Improvements*** – In 2018 the DPW performed roadway improvements on 2.70 miles of road.
- ***National Grid 345KV Line Project*** - The DPW continues work closely with National Grid to ensure that impacts from the 345KV project will be minimized. During 2018, National Grid cleared the track section from Bennett Street to Salem Street in preparation of the project. It is expected that the project will be fully underway in the fall of 2019.
- ***Water Street Bridge at the Wakefield/Saugus Town Line*** – The Town of Wakefield Saugus worked together to replace the Water Street Bridge at the Wakefield / Saugus town line.
- ***Safety Program*** – In 2018 the DPW implemented a revamped employee safety program. This program will ensure that we comply with all OSHA requirements. As part of the program all DPW personnel will receive their OHSA 10 training prior to June 30 of 2019.
- ***Boilers*** – The DPW replaced the backup boilers at the Town Hall and Doyle School.
- ***High School HVAC*** – The DPW replaced the air handler that serves the Library.
- ***Town Engineer*** - In July of 2018 the DPW hired a new Town Engineer, William Renault. Bill was the Town Engineer for the Town of Concord, Massachusetts. Mr. Renault is already hard at work and is implementing a number of new programs that will serve the Town well into the future. The town is fortunate to have the services of such a talented civil engineer.
- ***Construction Inspector*** – In 2018 the DPW created the position of construction inspector. This position will be funded through fees from developments, utility projects and the roadway life cycle maintenance fee. The goal of the position is to inspect all work performed in the public-right-of-way to ensure that the Town receives the appropriate quality of work and that safety on all projects is followed. This position will help to reduce long-term maintenance cost through proper inspection.

In looking forward to calendar year 2019 and beyond the department will be involved in a number of major projects:

- ***Water Main Improvement Project*** – In 2019 the DPW will be implementing the \$4.085 million water main improvement project. The first area to receive improvements will be the Juniper Avenue area. The contractor hired by the Town will begin work in the area that was completed by the DPW water division completed in the fall of 2018. The improvements will ensure a reliable water supply for the community.
- ***Forest Glade Cemetery Cremation Garden*** - In 2019 the DPW will begin constructing the cremation garden that was designed by engineering staff in 2017. The cremation garden will increase the number of burial sites at Forest Glade Cemetery. The Cemetery is limited in the amount of useable burial space.
- ***Inflow/Infiltration*** - The DPW will continue to make improvements to our aging sewer system with the goal of reducing Inflow/Infiltration and our MWRA Assessment.
- ***Sewer Station Reconstruction Improvement Program*** – In 2019 the DPW will be rehabilitating the last sewer pumping station, located on Baystate Road. This will complete a multi-year project that began in 2001 to rehabilitate our nine (9) original sewer pumping stations.
- ***National Pollutant Discharge Elimination System (NPDES)*** – In 2019 the DPW will continue coordinating the Town's NPDES permit. The goal of the program is to improve the quality of storm water that is discharged to water bodies. The Clean Water Act authorizes EPA to regulate point sources that discharge pollutants into waters of the United States through the NPDES program. So-called "point sources" are generated from a variety of municipal/industrial operations, including treated wastewater, process water, cooling water, and stormwater runoff from drainage systems. This federal mandate is unfunded, requiring the Town to commit both funding and staffing resources.
- ***Main Street Corridor Improvement Project*** – In 2019 the DPW will be working with VHB consulting to develop an effective improvement plan for the downtown area. This project will provide a number of needed improvements.
- ***Rail to Trail Project*** – The rail to trail project has reached the 25% design. In 2019 the town will begin working with our consultant on the 75% design with the intent of reaching the construction phase in the not too distant future.

The DPW works closely with a number of **community groups** in making Wakefield a great community. These groups include: Wakefield Center Neighborhood Association, Friends of Lake Quannapowitt, Pride in Wakefield, Wakefield Garden Club, Lions Club and Rotary Club, Wakefield Tennis Association, youth sports groups, etc. The DPW is grateful for the support and dedication of these groups.

For details of department accomplishments, I refer you to the divisional reports. Also, I would like to thank the following supervisors for their support during the year and for their assistance in preparing this report:

Joseph Conway, Assistant Director of Public Works
William Renault, P.E., Town Engineer
Christopher Pierce, Buildings Manager
Don Schneider, Highway Supervisor
Dennis Gorman, Fleet Maintenance Supervisor
Dennis P. Fazio, Forestry / Parks & Cemetery Supervisor
Steve Fitzpatrick, Water / Sewer Supervisor
Claire Moss, Stormwater/Project Manager

In 2018 two (2) dedicated servants of the Town retired:

- *Carol Antonelli, DPW Operations/Business Manager*
- *Michael Collins, DPW Town Engineer.*

The Town was fortunate to have the services of both individuals. During their time with the DPW they did an outstanding job, always looking to do the best for the Town of Wakefield and make a great community better. Both individuals will be missed, however, we want to wish both a very happy, healthy and long retirement. We wish them good luck in the future.

In a sad note, the following DPW retirees passed away in calendar year 2018:

- **Robert Lynch**

Finally I would like to express my sincere appreciation and gratitude to the employees of the Department of Public Works who worked tirelessly to insure that 2018 was a successful year.

Respectfully submitted,
Richard. F. Stinson
Director of Public Works

DPW - ENGINEERING DIVISION

The Engineering Division participates in and manages many Town infrastructure maintenance and improvement projects. Engineering staff perform a full range of engineering services including technical reviews, survey, design, digital system mapping, data management, cost estimating, project bidding and construction management. The Division provides technical support to all Town Departments, Divisions and Boards and serves as a technical advisor/reviewer to the Planning Board, Conservation Commission and Zoning Board of Appeals. The Division also reviews and oversees all construction activities within the Town's Public Rights of Ways.

The Division procures and manages the services of engineering consultants for Town projects when the level of effort exceeds Division staff availability, or where a particular expertise is required.

Drainage Projects:

- **Tobey Lane** – The Division completed the design of a 300 foot drainage extension consisting of 12" HDPE pipe and in the Tobey Lane include the 12 inch corrugated HDPE drain pipe and 3 catch basins were installed. This added drainage to the section of Tobey lane near house numbers 14, 18 and 25. The work was awarded to and performed by J.J. Phelan & Son of Tewksbury, MA in the spring of 2018.

Roadway Projects:

- **2.70 Miles of Public Roadway Improvement** – Roadway contractor D&R Paving completed 1.84 miles of mill and overlay of Greenwood (from Pitman to Oak Street), Hamilton Road, Jefferson Road, Vernon Street (from Water Street to Fitch Court and #369 to #388), Wakefield Avenue, Bartley Street (from Lake Street to Ballister Street), Doyle Avenue, Paul Avenue and Salem Street (from #155 to Tobey Lane and from Patriot Circle to Houston Street). In addition to the mill and overlay work, D&R completed 0.86 miles of reclamation and paving on: Jordan Avenue, Lawrence Street Tobey Lane and Warren Avenue.

- **Mt. Pleasant Avenue & Everett Street Betterment** – Roadway contractor D&R Paving completed the reclamation and paving of 1,550 linear feet of private roadway on Mt. Pleasant Avenue & Everett Street. The betterment was approved by the Town Meeting. The work also included the installation 250 linear feet of bituminous berm.

- **Downtown Revitalization Project** – The Engineering Division worked with DPW Administration to award the conceptual/preliminary design and data collection to Vanasse Hangan Brustlin (VHB). The proposed

Transportation Improvement Program (TIP) project will incorporate reconfiguration and rehabilitation of the vehicular, pedestrian and bicycle accommodations as well as aesthetic and environmental enhancements. The project is proposed on Main Street (Church Street to Franklin Street), Common Street, Lake Avenue, Spaulding Street, Church Street and Albion (Main Street to Gould Street), Water Street (Main Street to Shaws) and other minor sections within the corridor.

Water Projects:

- **Fernwood/Indian Hill Water Main Replacement** – The Engineering Division completed the design, bid document preparation and contract award for 2,500 linear foot water main replacement project on Fernwood Road, Robin Road, Indian Lane and Indian Hill Road. The project will replace undersized and unlined water mains in the area, providing improvement to area's water quality. The work will begin in the spring of 2019.

- **Structural Lining Project** – The Engineering Division and DPW Administration awarded a contract to consultant CDM Smith, Inc. to provide design, bid and construction services for the structural lining of several water mains in the Downtown and Harts Hill areas. The project will target over 2 miles of water main rehabilitation. Construction will begin in 2019.

Sewer Projects:

- **Year 2 Inflow/Infiltrator** – Public Works awarded the second year of I/I rehabilitation design, bidding and construction phase services to sewer consultant Weston and Sampson in the summer of 2018. A construction contract was awarded to National Water Main and Construction. Worked is expected to begin in December of 2018.

The repairs will included: 0.93 miles of sewer main lining, 0.60 miles of cleaning, repair, of 2,100 pipe joints, 3 excavation and repairs, 8 sewer service repairs and 85 sewer manhole repairs.

- **Year 3 Inflow/Infiltrator** – Public Works awarded the third year of Inflow/Infiltration (I/I) sewer inspection to consultant Weston and Sampson. Weston and Sampson completed 9.8 miles of sewer investigation in 2018. Recommended repairs from the investigation included: 2.65 miles of sewer main lining, 0.94 miles of cleaning and sealing, 0.60 miles of cleaning, 100 feet of excavation and repairs, 25 sewer service repairs and 45 sewer manhole repairs.

Public Works will award the design, bidding and construction phase services for of the recommended Year 3 repairs in early 2019. A construction will be completed in the summer of 2019.

- **Sewage Pump Stations Replacement** – Public Works awarded a construction contract to Moriarty and Sons to reconstruct the Bay State Road and Findlay Street Pump Stations. Moriarty completed the replacement of the Findlay Street station in December. Work on Bay State Road is expected to begin in late spring 2019 and be completed prior to the fall.

Sidewalk and Americans with Disability Act Projects:

- **1.58 Miles of Sidewalk Improvement** – Sidewalk contractor LaRovere Design completed the replacement of 1.17 miles of concrete sidewalk on Greenwood Ave (from Pitman Ave to Oak Street), Hamilton Road, Jefferson Road Jordan Avenue, Vernon Street (From Water Street to Fitch Court),

- **31 Curb Ramps Replaced** - Sidewalk contractor LaRovere Design completed the replacement of 31 curb ramps on Jordan Avenue, Vernon Street (From Water Street to Fitch Court), Wakefield Avenue, Lawrence Street and Paul Avenue.

- **Transition Plan:** The DPW is continuing to develop and update the town's ADA Transition Plan which involves a self-evaluation to determine mobility obstacles within the Public Right of Way and municipal buildings. The Transition Plan also includes the development of an implementation and funding plan to support municipal compliance. The DPW is reviewing aspects such as: current policies and procedures, on-street handicap parking spaces, curb ramps, snow & ice removal policies, town's website to better assist the disabled, and updating DPW details and specifications. The DPW has also inventoried areas in town with plans to apply for additional funding for curb ramp enhancements through the Complete Streets program.

Cemetery Projects:

- **Cremation Garden:** The DPW finalized burial details, vault specifications and design material details for the installation of a new Cremation Garden at Forest Glade Cemetery. The garden will have walkways, plantings and a fountain to provide a serene setting for visitors. The DPW expects to begin the construction of the walkways and the first burial section in the spring of 2019.

Miscellaneous Engineering Projects:

- **Online Plan View System** - The Engineering Division initiated a new multi-phase project to better organize the provide public access to the Division's record plans and files. The Division initiated Phase I of the project in the fall which included the scanning of all hard-copy plans. These plans will be made available for view and download through a new "Plan View" webpage. Additionally a new computer will be installed near the Engineering Division's window at Town Hall to allow residents, contractors and engineer/survey consultants to view the plans. Phase I is expected to be completed by March 2019. Phase II will include the scanning of the Division's project files and reports and is expected to be completed by the end of 2019.

- **Wakefield Public Works Design and Construction Standards and Details:** Engineering Division staff initiated updates to the Wakefield Public Works Design and Construction Standards and Details. The Standards layout the requirements for design and construction for all work impacting Town infrastructure including: the public Right-of-Way, pavement, sidewalk, water, sewer and drainage utilities. The new Standards and Details binder will be made available to design engineers and contractors through the Town's webpage as well as through the Engineering Division office. The Standards are expected to be completed by March 2019.

- **Right-of-Way Permitting:** The Division provided field inspection oversight of DPW permitted right-of-way, water, sewer and drainage construction work by private contractors to ensure that Town standards are complied with. The work included development and/or review of the record. In total the Engineering Division processed 272 permits in 2018.

- **Right-of-Way Permitting Process/Software:** The Division initiated a new project to develop an online ROW Permit Application process. The process will provide all registered contractors a username and password and allow for them to submit permit application through the web. The Permitting Software upgrades are expected to be rolled out in March of 2019.

The Engineering Division also is incorporating the new Life Cycle Maintenance permit structure into to the permit and stream lining the water meter/building permit and as-built permit acceptance processes.

DPW - FORESTRY & PARKS DIVISION

The Forestry Division is responsible for the planting, pruning, spraying and removal of public shade trees on public property throughout the Town. Extensive work is done seasonally around Lake Quannapowitt.

The Park Division is responsible for the proper maintenance of the upper and lower commons, all parks, playgrounds, athletic fields, and many roadside areas, including twenty-two (22) islands. This division maintains over one hundred (100) acres of parks and recreational land under the Public Works jurisdiction. This division is responsible for all rubbish removal at all parks, school fields and downtown areas. Major emphasis is placed on athletic fields through an aggressive aeration and seeding program. This division is also responsible for cleaning and grooming the Town's four synthetic fields. This division is also involved in the setup and cleaning for major festivals that occur in the Town, and athletic games at Town and school fields.

Forestry Division

- 258 tree maintenance requests completed
- 92 shade trees removed
- 76 shade trees planted
- 0 shade tree donated
- 55 stumps ground

Park Division

- Winter sidewalk plowing
- 19 School Sand barrels
- Lake Quannapowitt filter berm cleaning
- Monitoring water level on Lake Quannapowitt
- Setup and cleanup for town festivals and other events
- Maintenance on 13 playgrounds
- Daily maintenance on all (14) Town ball fields
- Set up and cleanup for all major school athletic events
- Field line painting - 76,531 L.F. / 14.49 miles
- Seasonal roadside mowing
- Collected refuse from parks and schools – 115.08 tons
- Seasonal painting of all park barrels

Major Projects and Storms

- Tree City USA Award – 17th year
- Town wide tree spraying (9th year)
- Maintained the Wakefield Dog Park
- Shade tree planting

- Christmas tree pickup and recycling of debris
- Downtown area tree light wrapping
- Oversee the Town wide goose control program, calendar year 2018 showed a reduction in the Town's goose population

DPW - CEMETERY DIVISION

The Cemetery Division is responsible for the operation and maintenance of the Forest Glade Cemetery on Lowell Street and the Old Church Street Cemetery on Church Street. This includes lawn maintenance, tree trimming, plantings, and burials. The division installs foundations, government plaques, markers and government headstones.

The seasonal tasks of lawn and tree trimming, as well as planting have grown each year. Newer sections "Q," and "R" are presently in use.

Major Projects

-Completed the planning and layout for the cremation garden at Forest Glade Cemetery slated for construction in the spring of 2019.

Cemetery Revenue

Number of foundations installed	48
Number of graves sold	37
Number of interments	130
Income from sale of graves	\$ 29,600.00
Perpetual Care	\$ 18,500.00
Sale of Services Revenue	<u>\$ 74,525.00</u>
Total Revenue	<u>\$122,625.00</u>

FLEET MAINTENANCE DIVISION

The DPW Fleet Maintenance Division is responsible for the repair and maintenance of all vehicles from the following Departments:

- 140 DPW vehicles/equipment
- 28 Police Dept. vehicles
- 4 Fire Dept. vehicles
- 6 School Dept. vehicles
- 2 Council of Aging vans
- 1 Building Inspector's vehicle
- 1 Animal Control Officer's vehicle

The Division Provides Preventative and Predictive Maintenance of vehicles and other equipment. All minor repairs and most major repairs are completed by our dedicated and talented staff.

Fleet Maintenance responsibilities, include: preparing specifications for equipment purchases; performing emergency operations for winter events, rain events, hurricanes, flooding, etc.; providing a consistent supply of fuel to all town departments, assisting other DPW divisions and Town Departments on a variety of issues.

Public Works vehicles purchased in calendar year 2018

One (1) Backhoe for DPW Highway Division
Two (2) pickup truck for DPW Highway Division
One (1) pick up for DPW Buildings Division
One (1) small Dump truck for DPW Highway Division
One (1) dump truck for DPW Highway Division
One (1) small Dump Truck for DPW Parks Division
One (1) service truck for DPW Sewer Division
One (1) service truck for DPW Water Division

In the summer of 2018 the DPW Fleet Division upgraded the Vehicle Fuel Fire Suppression System. In the fall of 2018 the DPW Fleet Division upgraded the material tracking system utilized during winter storm events.

DPW - BUILDING DIVISION

The Building Division of the Department of Public Works is responsible for the maintenance and operation of 46 buildings which include school and town buildings. The inventory of buildings includes major facilities such as Town Hall, Public Works, Senior Center, all Schools and the Public Safety Building. The Division is also responsible for minor facilities such as storage buildings and field bathroom buildings.

During the year work orders are processed through the DPW's work order system and consist of various types of work which include: electrical repairs and upgrades, HVAC preventative maintenance and repairs, HVAC filter replacement, carpentry, roofs and window repair, and other facility repairs and improvements. Other work that is accomplished by the division includes custodial services at the town hall, public works facilities, public safety, senior center, Landrigan field buildings and park facilities. Most work is accomplished by division forces and a small percentage is out sourced.

Major Projects undertaken in calendar year 2018 include:

Town Hall

- Replaced Water Service
- Carpet replacement

9-11 Albion Street

- Exterior Painting
- Interior Painting

- Construct 2nd Floor Office
- Construct 2nd Floor Storage Unit
- Exterior railing repair
- Roof and gutter repair
- Build new office for Board of Health
- Install two air conditioning split units
- vehicle storage garage
- Remodel 1st floor bathroom
- garage
- Engineering storage area renovation for new office
- Install two new Lochinvar boilers

North Ave Public Works

- Replace garage doors
- Roof repair
- Replace heaters in
- Replace lights in

11 Lafayette Street

- Construct IT testing facility in basement
- Waterproof foundation
- Install new awning at entrance
- Install new air conditioning split unit in basement
- ceiling

5 Common Street

- Build office - Planner
- Build office - Chamber
- Roof repair
- Install new 1st floor

Civic Center

- Renovated offices for Recreation Director
- Interior painting
- New 800 amp electric service
- New basement doors at Food Pantry
- Built new 2nd floor office

Senior Center

- Remove old flag pole
- Install room flooring
- Replace office carpet
- Roof repair

Public Safety

- Interior Painting
- Roof repair
- Duct Cleaning
- Carpet replacement
- Walton School construction

Walton School

- Railing repair, rear area
- Roof repair
- Contr. trailer power
- Review and assist with

Doyle

- new classroom buildouts
- Install new boilers
- construct boys room bathroom
- Interior painting

Hurd School

- Repair handicap ramp
- Window repair
- Roof repair

Broadway Water Department

- Install two new expansion tanks
- (split)

Post Academy

- Install new ac units

High School

- Roof repair
- Replace two HVAC rooftop units
- Replace windows
- Replace corridor flooring
- Replace ceiling tiles (music department)
- Replace Doors (8)
- Refinish lobby floor stone
- Repair loading dock ramp
- Water service garden area
- Interior painting

Greenwood School

- Install new ceiling tile
- Install new flooring
- Install Water garden
- Install room ac units
- Roof repair

- Remove oil tank

Woodville School

- Interior painting
- Roof repair
- Repaired front bollards

Landrigan Field

- Exterior Painting
- Interior Painting
- Paint bathroom floors and walls
- Paint team room floors
lights

Yeuell School

- Replace windows
- Railing repair
- Fence repair
in boiler room
- Gutter repair

Miscellaneous Projects

- Cleaned and repainted gazebo on the lower Common
- Installed bird houses at Greenwood School
- Built new top for town holiday tree

Greenwood Fire Station

- Move air compressor
- Window repair
- Roof repair

Galvin School

- Roof repair
- Ceiling repair
- Repair bathroom sinks
- Upgrade auditorium

Dolbeare School

- Install heat pumps (2)
- Roof repair
- Install new sump pump

DPW - HIGHWAY DIVISION

The Highway Division is responsible for the maintenance of 110 miles of roadway. Included with the roadway maintenance are the drainage systems, sidewalks, catch basin cleaning and repair, traffic and street signs, street sweeping, leaf and brush pickup, the collection of refuse, recycling, and C.R.T's, propane gas tank disposal, school parking lot maintenance, stripping crosswalks, center lines and parking areas, also the operation of the Nahant St. brush and leaf drop off center.

This Division is also responsible for the sanding/salting and snow removal of all town roadways, all Public Schools, Public Parking Areas, Public Safety Building, Town Hall, and Senior Center.

TRAFFIC MARKINGS

4" Single and Double Centerline	151,812 l.f
4" Edge line	107,940 l.f
12" Crosswalk and Stop lines	32,216 l.f.
4" Parking lines	12,314 l.f.
Crosswalk centers	8,574 l.f.
Directional arrows	110
Railroad crossings	26
8' only	51

8' School	12
6" Traffic circles	1

TRAFFIC and STREET SIGNS

- Traffic signs installed or replaced 64
- Street signs installed or replaced 34
- Sign poles replaced 92

ROADWAY IMPROVEMENTS – PAVED STREETS

- Tobey Lane - Hamilton Road
- Jordan Avenue - Wakefield Avenue
- Doyle Avenue - Lawrence Street
- Paul Avenue - Jefferson Road
- Everett Street - Mt. Pleasant Avenue
- Greenwood Avenue
- Vernon Street (Water St. to Salem St.)

DRAINAGE SYSTEMS MAINTENANCE

- Installation of 100 ft. of curbing on Cedar Street
- Cleaned Areas of Saugus and Mill Rivers
- Cleaned, flushed and camera drainage the following:
 - Lowell Street #114
 - Greenwood Street #6
 - Elm Street @ Pinehill Circle
 - Dolye Avenue @ Doyle School
 - Davidson Road @ Walton School
 - Gould Street @ St. Joseph's School
 - Cedar Street #20
 - Parker Road #42
 - Bennett Street #20
 - Jefferson Road
 - Hamilton Road
 - Wakefield Avenue
 - Lawrence Street
 - Jordan Avenue
 - Pleasant Street #76

CATCH BASIN CLEANING and REPAIR

- Cleaned – 1,300 Basins
- Repaired or Replaced 45 Catch basins and Manhole structures

CRACK SEALING STREETS

- Wave Terrace
- Overlook Road
- Pine Ridge Road
- Converse Street
- Wayland Road
- Morgan Avenue
- Gould Street

REFUSE/RECYCLING

- Refuse collected for Calendar year 2018 7,126 Tons
- Recycling collected for Calendar year 2018 2,078Tons

MISCELLANEOUS

- Weed roadside curb areas Spring thru Fall
- Leave and Brush Collections – (1) in May/(2) in November
- Rivers and Brooks maintained throughout the year
- Business district swept and policed for paper and trash daily
- Hazardous Waste Day held at the High School in September
- Nahant Street drop off center maintained and manned for residential leaf and brush drop off
- Repaired over 325 Potholes and Trenches this calendar year
- Assisting other Divisions and Departments on various projects
- Installed numerous traffic signs for Traffic Advisory Committee
In the process of replacing all out dated Street Signs as the budget will allow
- Line Painting of various Town owned properties, Schools, Town Hall, Public Safety Bldg., etc.
- Loam and seeded behind new/repared sidewalk throughout town
- Repaired over 88 Concrete and Asphalt Sidewalks at various locations – safety improvements
- During the 2018 calendar the DPW Highway Division completed over 575 Work orders.

PROJECTS

- Nahant Street recycling area improvements in progress including: material processing and removal and re-grading of the site and installation of material storage bins in 2018/2019.
- Collaboration with other departments on the Walton School and Greenwood School improvements.

SNOW PROGRAM

- Schools plowed, salted, and sanded along with 105 miles of roadway
- Snow fence is installed on the Common in early December

- Over 50 sand barrels are placed at hills and various areas throughout Town.
- Town Sanders and Plows are maintained on a regular basis
- Town Sanders calibrated for the winter season
- Winter potholes and trenches are filled and maintained as needed

Snow Fall Total for Calendar Year 2018 – 73.0 inches

DPW - STORMWATER DIVISION

The 2016 Massachusetts Small MS4 General Permit became effective one year after it was signed, on July 1, 2018. Created in 1972 by the Clean Water Act, the National Pollution Discharge Elimination System (NPDES) addresses water pollution by regulating point sources that discharge pollutants into waters of the United States. In its third year, the Stormwater Division sought to preemptively address the six (6) minimum control measures required by NPDES:

- 1) Public Education and Outreach
- 2) Public Involvement and Participation
- 3) Illicit Discharge Detection and Elimination
- 4) Construction Site Stormwater Runoff Control
- 5) Post Construction Stormwater Management in New Construction and Redevelopment
- 6) Pollution Prevention & Good Housekeeping in Municipal Operations

To continue 2017's goals of making stormwater a more transparent conversation between residents and stormwater personnel, the Stormwater Division worked to guarantee the accessibility of personnel and made an ongoing commitment to community outreach through lesson plans for Wakefield Public Schools, improved website updates, brochures, and participation at community events.

The Stormwater Division began quarterly updates that can be found on the Town's website and monthly postings that can be found on the Town's Facebook page. These are seasonally relevant updates and postings that include myriad of recommendations, ongoing projects, events that residents, commercial, and construction entities can all look forward to, and even some more goofy staff videos.

In addition to the updates and postings, the Division has worked to develop targeted campaigns to best provide management tips for commercial entities, small businesses, developers, and residents. These

targeted campaigns can be found via brochure or pamphlet, online, or in the DPW newsletter. For example, the Stormwater Division has worked to promote the reduction and proper disposal of leaf litter: the compost pile at the Nahant Street Yard Waste Site.

The Stormwater Division utilized the winter months to get the word out about the NPDES program; providing state-to-state information, explaining the separation of water, sewer, and drainage systems, and describing municipal stormwater management. During the winter months, the Division promotes proper salting (more salt does not mean more melting!) and shoveling techniques.

This past spring, the Stormwater Division participated in the Galvin Middle School's STEAM night, discussing the importance of rain barrels, water conservation, and the variety of ways residents can save and reuse water. A few months later, the Town had the most successful rain barrel program in the state, selling more than 300 Great American Rain Barrel barrels to residents, which in turn lead to the mitigation of excess runoff entering the Town's waterbodies. This program was one of the first to engage residents on a large scale about the topic of stormwater.

In accordance with the rain barrel program, the Stormwater Division worked with the Beebe Library to put together a showcase of rain gardens, native species and habitat, and rain barrels. Native plants require less water, pesticides, and fertilizer and provide a vital habitat for birds, pollinators, and many other wildlife species. Landscaping with native wildflowers and grasses help promote biodiversity and return Wakefield's landscape to a healthy ecosystem. This showcase was further promoted on the Stormwater page where residents could find various recommendations about designing and planting rain gardens and lessening their use of fertilizer.

This past summer, Stormwater Division interns placed "No Dumping, Drains to Wetlands" markers on catch basins in Town in order to raise awareness about the Town's drainage, as catch basins don't filter what we put into them. They run directly into Lake Quannapowitt, Crystal Lake, the Mill and Saugus Rivers, and other brooks and streams. In order to keep Wakefield's waterbodies clean, motor oil must be properly disposed of, pets must be picked up after, cars are best taken to the car wash, and fertilizer is best used in minimal doses, if at all. Only rain down the storm drain!

In the fall, the Stormwater Division, in partnership with the Mystic River Watershed Association, led Environmental Science classes at Wakefield High School. The courses allowed DPW to engage with students directly regarding watersheds, wetlands, natural systems, pervious and impervious surfaces, and stormwater through a series of pictures, videos, and hands-on activities. “When rain and snowmelt runs off paved surfaces, where does it end up? Water running into storm drains does not flow into storage treatment facilities, it drains directly into waterways. Through this interactive program, Wakefield students will discover what stormwater is, how it can be managed, and how people can help reduce pollution in stormwater. Clean water – is important to all life! Please help keep our waters clean!!

Simultaneously, the Stormwater Division has worked to conduct employee trainings, develop new and updated standard operating procedure for municipal good housekeeping and construction processes, provide a path of communication for ongoing projects as they relate to the Town’s drainage system, and ensure that routine maintenance is prioritized.

The Stormwater Division looks forward to another engaging and busy year!

DPW - WATER DIVISION

The Town of Wakefield used approximately 707 million gallons of water in CY 2018. This water is supplied by two sources, namely the MWRA and the Broadway Treatment Facility utilizing Crystal Lake as the source.

The Water Division is responsible for the operation and maintenance of the Broadway Water Treatment Plant, Linden Street pumping station, Montclare Avenue booster station, Sidney Street booster station, and the Sidney Street water storage standpipe. The Division is also responsible for the maintenance and repair of the water distribution system and the monitoring of water quality testing and reporting as required by the Massachusetts Department of Environmental Protection (DEP).

Water Distribution System

The Town’s distribution system consists of approximately 110 miles of water main piping. This system requires constant maintenance to ensure proper operation, reduce system interruptions, provide sufficient water for fire protection, and ensure water quality. Examples of Distribution system maintenance include; repairs to water main breaks, replacement of older mains, service lateral replacements (water main to curb stop), water main

flushing, leak detection, replacement / repair of gate and curb boxes, gate valve exercising, water main shut downs, pipeline disinfecting and testing, fire hydrant replacements, repairs and winterizing, maintenance of pressure reducing valves, water booster stations, and inspection and maintenance of the Sidney Street water storage standpipe. In calendar year 2018 the Water Division replaced the eight inch water main on Juniper Avenue from Vernon Street to Indian Hill Road.

Broadway Water Treatment Plant

The division operates the Broadway Water Treatment Plant five (5) to six (6) days per week in accordance with our withdrawal permit. The treatment plant draws its water source from Crystal Lake. The water treatment process includes; intake screens, fluoridation, slow sand filtration, disinfection, and PH adjustment. The plant is operated by departmental staff licensed as State Certified Treatment Plant Operators.

Water Quality

The division performs weekly bacteriological sampling at 11 sites strategically located throughout the system to provide a representative overview of the entire system. This sampling is conducted to monitor against the presence of pathogenic bacteriological contamination. This sampling also provides proof of proper disinfection, and confirms the presence of a distribution system disinfectant residual. The division is constantly testing the water quality to ensure safe drinking water and to protect against contamination.

Cross Connection Control

The division continually maintains an active Cross Connection Control Program. This program consists of regular testing of existing backflow devices to insure proper protection from backflows and back siphonage of contaminants into the drinking water system. The program also conducts surveys of facilities throughout the Town in order to identify and protect against potential new sources of contamination.

Water Meters

The Division reads approximately 9000 water meters per billing quarter (36,000 per year), along with multiple additional meter readings for new accounts, change of ownerships, repairs, replacements, etc.

Throughout the year multiple new meters are installed to service new accounts, while older meters are constantly being replaced to upgrade the system.

Fire Hydrants

The Division maintains approximately 900 public fire hydrants throughout the distribution system. Hydrants require constant ongoing maintenance in order to ensure proper operation during an emergency fire-fighting situation and water main break.

Emergency Service - For emergency service please call the Wakefield Water & Sewer Divisions, 24 Hour Emergency Telephone **781-246-6318**.

Town Water Pumping Information for Calendar Year 2018

<u>Month</u>	<u>Broadway</u>	<u>MWRA</u>	<u>Total</u>
January	7.795	43.812	51.607
February	9.804	35.288	45.092
March	8.986	40.486	49.472
April	7.877	41.346	49.223
May	6.590	57.364	63.954
June	9.878	68.814	78.692
July	2.151	79.662	81.813
August	0.000	72.602	72.602
September	0.000	64.033	64.033
October	0.440	55.996	56.436
November	5.381	41.104	46.485
<u>December</u>	<u>6.278</u>	<u>41.354</u>	<u>47.632</u>
TOTALS	65.180	641.861	707.041

- all numbers are in million gallons (mg)

DPW - SEWER DIVISION

The Sewer Division is responsible for the operation and maintenance of the entire wastewater collection system.

Collection System Infrastructure - The collection system is comprised of an estimated 95 miles of sewer main and approximately 8500 sewer service laterals. The collection system mains, service laterals, manholes, structures, covers, etc., require constant maintenance to ensure proper operation, reduce service interruptions, and to prevent back-ups, surcharging and overflows.

Examples of some routine required maintenance performed on the system include; main flushing and jetting to reduce the buildup of grease and settled debris leading to main blockages, root cutting and treatment to clear and prevent the reoccurrence of root intrusion, cleaning and treating service laterals, repair and rehabilitation of manholes, covers, and structures, Dig safe mark-outs for excavations, pipe repairs and or

replacement of broken mains and services, inspections of new sewer mains, service installations, and repairs by contractors.

Pumping / Lift Stations - There are eleven (11) Pumping / Lift Stations utilized in the waste water collection system: Farm Street Station, West Park Drive Station, Plaza Road Station, Findlay Street Station, Audubon Road Station, Bay State Road Station, Lakeview Ave Station, Main St @ Central St Station, Spaulding Street and two (2) at Landrigan Field. These stations collect wastewater from low-lying areas and discharge to points in the collection system at higher elevations allowing the flow to continue by gravity. These stations require constant maintenance of pumps, compressors, tanks, controls, and alarms to ensure proper operation, uninterrupted service, and prevent system back-ups and overflows.

The Division has an ongoing program for the replacement / rehabilitation of aging wastewater lift / pumping stations. The two remaining stations, Bay State Road Station, and the Findley Street Station rehabilitation is in the process of being designed for construction in 2018.

Inflow and Infiltration (I&I) - The Division is constantly working in conjunction with the Engineering Division and the Town's consulting engineers to identify and remove extraneous flows into the collection system (I&I). A few examples of "Inflow" sources include; roof leaders tied into the collection system, basement sump pumps discharging to the homes sewer service, other drainage systems tied directly to the sewage collection system. Examples of "Infiltration" sources include: broken or cracked sewer mains and services, loose or missing sewer covers and caps, and other defects in system piping and components that allow groundwater and or rainwater to enter the system.

I/I flows that enter collection mains can exhaust the system's capacity resulting in sewage surcharging, overflows, and back-ups. The additional I/I flows significantly add to the cost of equipment maintenance, utilities and manpower associated with operating the system.

Identifying and removing flows from I/I sources reduces the annual metered volume of wastewater discharged from the Town into the MWRA system. This can result in significant reductions in the Town's MWRA sewer assessment. The Town is continuing the process of installing a control and data collection system our sewer stations which allows data collection and analysis from sewer stations. This information

will greatly enhance the town's ability to identify sewage flow volume and discharge patterns and identify inflow and infiltration sources.

Emergency Service - For emergency service please call the Wakefield Water & Sewer Divisions, 24 Hour Emergency Telephone **781-246-6318**.

Education

Reports of

SUPERINTENDENT OF SCHOOLS

**LUCIUS BEEBE MEMORIAL
LIBRARY**

**NORTHEAST METROPOLITAN
REGIONAL VOCATIONAL SCHOOL**

Report of the Superintendent of Schools

The vision and mission of the Wakefield Public Schools is to empower our graduates to be confident, lifelong learners who are respectful and caring members of their community. In 2018 we continued to drive our mission and strategic actions to prepare our students for college, career and community by providing them with rich and challenging curriculum, high quality instruction, and learning experiences designed to meet their individual needs and interests.

We continue our focus on early childhood education and in classrooms across the district. The integration of technology as a teaching and learning tool in all of our K-12 classrooms is common place. The new FOSS Science Curriculum is in place at the elementary level, the new World Language Curriculum Programs are in place at the middle and high schools. All new programs come with digital texts with supports for ESL students, students with disabilities as well as supports for students who need to be challenged. Additionally, we have increased the number of STEAM offerings at the middle and high school levels.

State assessment results reveal progress that points to our community's on-going investments in curriculum and resources for the school department. At the elementary level, Walton Elementary was recognized as a school of distinction exceeding growth, achievement and State targets. There were only 52 schools in the Commonwealth recognized for this level of performance. At Dolbeare, Greenwood and Woodville in terms of students Meeting or Exceeding Expectations in achievement, Wakefield is ahead of State averages in almost all categories. According to the 2018 DESE Accountability Rating System approximately 90% or more of our students at Dolbeare, Walton and Woodville are meeting targets. Dolbeare, Greenwood, and Walton elementary are all in the top 25% of elementary schools in the State, while Woodville is on track to join this group next year.

At the middle school level our growth percentile and the achievement scores in Math in grades seven and eight are above State levels. We are exceeding expectations and targeted growth and achievement for ESL Students. Science scores are near State averages but continue to be an area of growth for us.

At the high school level Wakefield students testing at the advanced and proficient levels exceeded State achievement scores in ELA and Science and substantially exceeded achievement scores in Mathematics. Our student growth percentiles continue to be an area of growth for us at the middle and high school levels. As we continue to develop instructional practices to accommodate all learners, scores will continue to increase.

Additionally, at the high school level 70% of our students who participated in Advanced Placement Assessments scored between a three and five, a level that will allow students an opportunity to receive college credit for the subjects tested. The average SAT scores at WMHS continue to be higher than National and State averages, with just about 90% of our students moving on to higher educational opportunities.

Of equal importance in educating the whole child is growing opportunities for students to participate in extracurricular activities including music, art, theater programs, math, STEM activities as well as athletics.

The Walton School addition and renovation project is complete. The School opened on September 10, 2018, a few days behind schedule, and under budget. As part of the renovation we added two new kindergarten classes, and all classrooms were re-tiled, painted, and outfitted with new counters, sinks and fountains. The students, faculty and staff are now enjoying a new media center, a new gymnasium and cafeteria as well as a new art room and offices for support services. In 2019, the Executive Team will be collaborating with town leaders, MSBA and the PBC to address the needs of a newly renovated or newly built high school project.

Wakefield Public Schools were again recognized in 2018 by the Massachusetts Department of Elementary and Secondary Education (DESE) in the annual report. The report shared state wide, highlighted the WPS Supervision and Evaluation System as a model for other districts as well as our collaborative work with SEEM that features the support and development of prosocial behaviors for preK-2 students as part of the RADAR Grant.

Additionally, the Wakefield Public Schools continue to be a model, leading the State collaborative work on Alternative Structured Learning Days, in place of snow days, also known in-district as the “*Learn Anywhere*.” The *Learn Anywhere Project* engages students in quality, real-time, authentic learning experiences that take place within the curriculum sequence, to be used in place of making up snow days at the

end of June. The newly created Learn Anywhere Task Force will again assess the project in 2019.

Report of the School Department Budget

The expenditures for the 2017-18 school year were as follows:

Personnel Services - \$30,686,352

Contractual Services - \$3,039,872

Materials & Supplies - \$1,505,037

Sundry - \$29,004

Special Education Tuitions - \$2,881,325

Total Expended Funds - \$38,141,590

Capital Outlay - \$53,000

Transportation Fees / Offset - \$112,000

Grants

262 - Early Childhood - \$35,667

240 - Federal Special Education Entitlement - \$853,916

317 - METCO - \$338,016

140 - Title IIA Teacher Quality - \$51,998

305 - Title I - \$125,049

237 - Coordinated Family & Community Engagement - \$139,840

Circuit Breaker Special Education Reimbursement - \$1,484,315

The year saw 7 staff members retire from the system. We are indebted to those professionals for their years of service to not only the Wakefield Public Schools, but to the many students who passed through the doors.

Name of Retirees

Deborah Collura

Thomas Fratto

Jo-Anne Kenny

Kathryn Palumbo

Joyce Passerini

Kimberly Smith
Joanne Tedeschi

Report of the Curriculum Department

Curriculum and Professional Development

The vision and the goal of the Wakefield Public Schools Instructional Strategy is to graduate confident, lifelong learners who are respectful, caring members of the community. Our strategy to make this vision a reality is to provide rigorous curricular experiences for all students in preparation for college and career. This includes providing consistent, standards aligned curricular materials and instructional practices in all classrooms across the district. A fundamental part of this work is inspiring in our students a love of learning.

Our work is guided by the WPS Curriculum Review and Renewal Plan, along with the WPS Instructional Strategy, which is designed to allow us to review materials, instruction and assessment to ensure we are getting the best curricular materials in place to support teaching and learning.

Doyle Early Learning Center

The Doyle Early Learning Center continues to align lessons with the Massachusetts Early Childhood Program Standards and Learning Guidelines for 3 and 4 year olds. Doyle uses the OWL (Opening the World of Learning) Literacy Program as a base curricular program and supplements with the Foundations Program to promote early literacy skills. The Foundations Program is also used at the elementary level through Grade 2. A lead teacher group has spent time this school year identifying priority standards using the OWL curriculum resources. This will allow teachers to develop a scope and sequence that focuses on key skills and standards. In addition to academic readiness skills, Doyle staff is also developing social, emotional and behavioral learning skills. Teachers have been trained and provided with resources to integrate the Social Thinking Curriculum into their daily practice. This approach offers

common language to promote positive social interactions with peers and adults.

Elementary Data Inventory

A focus at the elementary level has been reassessing student progress monitoring tools to ensure our teachers are getting the information they need to drive their instruction. In the area of reading, the district has purchased upgraded 3rd Edition Fountas and Pinnell Benchmark Assessment System for all elementary classroom and specialist teachers. The literacy coaches will support the transition to the upgraded system with spring professional development, followed by additional training in the fall. The goal will be to benchmark all students three times a year to identify the instructional and independent reading levels of all students with accuracy and reliability. This will support teachers in planning meaningful and responsive teaching. The elementary teachers are also using Aimsweb as an additional measure to progress monitor for both literacy and math. In the area of math, the elementary instructional team has been analyzing the need for additional information to progress monitor our students. In the winter of 2019, a sample of teachers in 3rd and 4th grade were offered an opportunity to pilot the iReady diagnostic tool to progress monitor students. We will monitor this pilot and make a decision about implementation for the 2019-2020 school year. All elementary data is now being stored on a new benchmark collection tool, that was developed with the Analytics Platform LLC, which allows information to be stored in an easily accessible way to support data and assessment meetings to monitor student progress.

Elementary Science Implementation

Elementary teachers implemented the FOSS Next Generation Program with support from the Science Curriculum Coordinator and a Lead Teacher Group who has met regularly throughout the 2018-2019 school year. The teachers are monitoring implementation and aligning FOSS investigations with elementary science standards to identify priority standards and plan their units. The district will support continuous work over the summer to develop assessments to measure student mastery of science standards. Further, the FY 20 budget request, highlights the need for an elementary level STEM Curriculum Coordinator to support this

work at all schools in the areas of Science, Technology, Engineering and Math.

Middle School Math

The math department at Galvin Middle School has adopted the iReady tool as a diagnostic assessment and instructional component for our students. Teachers are using this program to progress monitor students and design instruction accordingly.

Social Studies Pilot

In the area of History and Social Sciences, the curriculum framework was recently revised in 2018. The Social Studies Curriculum Coordinator has taken a lead in piloting curriculum resources that are aligned to the new standards. The district has piloted two programs, the first being the Houghton Mifflin Harcourt Social Studies Curriculum and the second being, the National Geographic Learning Cengage. The department has dedicated content professional development with history teachers in grades 5-12, to vendor presentations as well as unpacking the new frameworks in history and social science. Redesigning scope and sequence for teaching the new frameworks for grades 5-12 has been the priority. There has also been a 5 part series professional development opportunity that has been used for teachers to develop lessons and plan with each other using the piloted materials. Elementary teachers have had exposure to new textbooks with each piloted program and depending on the one chosen, these will be purchased for the elementary level to meet the need for new textbooks and focus on vertical alignment.

Elementary and Middle School SEL

The Michigan Model, first piloted in Grades K, 1, 2 and 6 has been expanded to grades 3, 4 and the middle school. Wakefield applied and was approved to receive the Project Here Grant from the Attorney General's Office to support the expansion of this curriculum.

Curriculum Mapping

In all content areas, a focus area that has been identified with the support of administration, coaches, curriculum coordinators and other instructional leaders has been the need to focus on standards based practices. All core content areas have updated and aligned curriculum

materials. As a next step, the curriculum coordinators will continue to lead the work on revising curriculum maps to provide teachers with a scope and sequence to prioritize their teaching. Curriculum Coordinators will facilitate lead teacher groups will utilize PLCs as well as summer work to update curriculum maps with a focus on completing Stage 1 for every unit in every content area. This document will continue to be a live document that is revised as needed based on teacher reflection and assessment. Stage 1 will focus on identifying the essential question of a unit as well as determining what should be taught, why it should be taught and how mastery will be assessed. Further, the instructional leadership team will participate in a spring training with the Marzano Research Group to focus on standards based practices and what to look for when observing and supporting teaching and learning.

Professional Development

A vital part of making the WPS Instructional Strategy come alive is professional development and the focus on innovative instructional practices to engage students in their learning. This professional development or professional learning takes place during the school day, which we refer to as job-embedded professional development, as well as outside of the school day. As part of our job-embedded PD, teachers learn with and from one another in Professional Learning Communities (PLCs) where teachers get together to examine student work and to use artifacts of student work and assessments to monitor student progress. Teachers have created and aligned their student learning goals with the (PLC) and School Improvement goals. The Literacy Coaches, the Math Coach, and the Curriculum Coordinators collaborate in coaching cycles and the use of protocols to facilitate PLC's to improve learning experiences for students.

Teachers participate in professional development offered by the district in the Five-Part Series that focus on Action Research, Special Education Inclusive Practices and Sheltered English Instruction (SEI) Strategies to support and engage special education students and English language learners. This professional development takes place on early release days; teachers can choose which offering best meets their professional development needs and the needs of the students they teach. The model is aligned with the Massachusetts DESE Standards for High Quality Professional Development. This model offers teachers 15 hours of

professional learning and professional development points to use for the State teacher certification. Additionally, teachers and administrators new to WPS are provided a mentor to guide them as they transition to Wakefield.

Report of the Special Education Department

The district provides or arranges for the provision of each of the elements of the I.E.P.s (Individualized Education Programs) of students in need of special education from the ages of three through twenty-two, ensuring that a continuum of services and differentiated placements are available to meet the needs of the students with disabilities. The district takes all steps necessary to ensure compliance with all elements of I.E.P.s, including vocational education.

During the school year 2018-2019, the Special Education Department has focused on social emotional health and learning. This topic has been highlighted as an area of need for our students, therefore it is important to address so that we can continue to see progress for students within the classrooms when working on curriculum. The district continues to support a Social Emotional Health and Learning leadership team which is responsible for the monitoring of our Social Emotional Strategy as well as creating action plans to produce positive inclusionary practices in both our general education classrooms and within our special education services to meet student needs.

The Special Education Department has also been busy working on programming updates, service needs as well as supporting professional development opportunities for staff in most recent best practices and research for planning and instructional purposes. This collaboration, professional development and research will only improve the positive programming and services already established in the Wakefield Public Schools.

Report of the Wakefield Academy

Wakefield Academy currently serves over 600 students on a day-to day-basis. Our programming consists of educational enrichment opportunities, such as academic support, STEAM-related classes, history, computers, music, and art. We are staffed by a variety of personnel including teachers, paraprofessionals, nurses, students (college and high school), and former school employees. Each instructor brings a variety of experiences to academy, and helps us deliver the best programming possible.

Wakefield Academy currently has five before school programs (Doyle, Dolbeare, Greenwood, Walton, and Woodville) and six after school programs (Doyle, Dolbeare, Greenwood, Walton, Woodville, and Galvin). Our morning enrollment averages 35 students, while our afternoon enrollment averages 70 students across our district.

In addition to our daily programming we also offer enrichment opportunities for all Wakefield Public School (WPS) students. These activities include teacher led initiatives as well as, Pedro's Judo, Kidcasso Art, Kids' Test Kitchen, Sports Zone 101, Healthy Kidz Fitness, Wicked Cool Science, Chess Wizards, Right Brain Curriculum, Shannon's Yoga, On Site Archery, and Mad Science. These activities have brought an additional 500 students into Wakefield Academy programming, separate from the 600 students enrolled on a daily basis, for a total of approximately 1100 students involved in some capacity. We have received tremendous support for our enrichment offerings this year, and will continue seeking partners throughout the spring to add to our fall 2019 line-up.

February and April Vacation Programs, Professional Development half-day programs, and summer programs are offered for students in grades PK-8. These programs include structured activities as well as presentations and field trips. These programs are offered outside of the before/after school programming and are available to all WPS students within the age parameters listed above. All programs strive to enrich the educational experience provided by our schools. Additional information can be obtained by visiting our website or by visiting our Facebook page.

Report of the Wakefield Public Schools Facilities Department

2018 Capital Projects

Doyle Elementary – targeted flooring and painting projects

Dolbeare Elementary – modest painting projects; boiler replacement; Energy Management Systems (EMS) enhancements

Greenwood Elementary – targeted re-pointing work on exterior; painting; ceiling replacement inclusive of LED lighting

Walton Elementary – minor exterior brickwork repair

Woodville Elementary – targeted painting; Energy Management Systems (EMS) enhancements

Galvin Middle School – n/a

Wakefield Memorial High School – targeted flooring and ceiling replacements inclusive of LED lighting; exterior window replacement inclusive of abatement; library carpeting; HVAC repair; door replacement; targeted 3rd floor roof repair

Report of the Wakefield Public Schools Technology Department

Technology Staffing

In January of 2018, the Technology Department hired Thomas Eagling as our Level II Information Technology Support Specialist. Tom came to us from Tufts University where he supported end user desktop computers, classroom technology, computer labs, and high profile live events on the university's Medford campus.

Project #1 Walton School Upgrades

With the renovation at the Walton school came state of the art technology upgrades to classroom projectors, the intercom system, telephones in

every classroom with the ability to call outside the district, and an updated wireless internet system to supplement what was already in the building.

Project #2 Increased Internet Bandwidth at Wakefield Memorial High School

Realizing the increased usage of technology and the Internet for delivery of curriculum at Wakefield Memorial High School, the available bandwidth to the Internet was increased from 300Mbps to 500Mbps. This increase in bandwidth address problems that faculty and students were having in access materials required for teaching and learning.

Project #3 Interactive Projectors

Understanding that there is sometimes a need for interactivity in a presentation, we outfitted all of the elementary schools with a location where teachers have access to an interactive projector/TV in a common space accessible by all.

Project #4 School Libraries Funding

Recognizing a need for coordinating funding for all of the school libraries, the Library Media Specialists partnered with the technology department for development of a districtwide libraries budget, which allowed for the replacement of dated materials and supplies in all of the school's libraries and the improvement of makerspaces. The makerspaces give students a place, and materials to gather and work on projects while sharing ideas, equipment and knowledge.

Project #5 Social Media

Wakefield Public Schools selected Instagram as our primary social media platform for its ability to crosspost to other social media instances. We're currently working on a social media guideline to be delivered in the first half of 2019 and implemented in time for the 2019-2020 school year.

Project #6 Devices for Paraprofessionals

Recognizing a need for district paraprofessionals access to devices, we developed a plan to distribute Galvin teacher laptops that have been replaced to paraprofessionals districtwide as opposed to recycling those

devices. Distribution efforts began in the Fall of 2018, to be completed in the Spring of 2019

Report of the Guidance Department

The Wakefield Memorial High School guidance department assisted 265 students in graduating in June of 2018. They reached their post-secondary goal in various forms, 76% went on to four-year colleges, 11% to two-year colleges, 8% joined the workforce, and 5% went to trade school, prep school or joined our armed forces. One hundred and ninety-seven members of the senior class took 364 Advanced Placement exams in 25 subject areas. Seventy-Two percent of the students received a grade of three or better, which is worthy of college credits from the colleges they plan to attend.

The dropout rate for school year 2017-2018 was 0.003%. The entire staff and faculty work diligently to assist the guidance staff in developing successful four-year plans for all our students. Counselors attend special education and 504 team meetings, consult frequently with staff and administration, comprise the majority of intervention and crisis teams, and act as the primary contact with families and community support agencies. The Wakefield Memorial High School and the Galvin Middle School staff are working as a team to enhance the transition from 8th to 9th grade for all students. Recently established Guidance and Steps to Success Homerooms and daily support programs have further solidified services to connect with students and trusted adults.

The Guidance Office also acts as the Registrar's Office of the school and by December 2018, thirty-two new students entered Wakefield Memorial High School. The guidance staff plays an instrumental role in acclimating a large population of new students into the wonderful culture of Wakefield High. Along with a compassionate staff, the office is supported by twelve students: Adriana Minasian, Ariana Margolis, Tyler Herson, Juan Castro-Vicente, Henri Preve, Nathan Rolim, Emma Lambiaso, Jessica Hunt, Katherine Maloney, Erin Mulcahy, and Matthew Conley who volunteered in the student ambassador program as a result of a Rachel's Challenge Program. The guidance department also benefits from the support of outstanding teaching assistants, seniors Katherine Maloney and Laura Silk.

Technology is a large part of the Guidance Office. The Ipass student information system is used to manage the building, and to create and monitor the master schedule. The guidance and teaching staff use it as well as a means of collecting data on grading, attendance, discipline and state reporting. The administrative team also relies on an iPad to access Ipass and Naviance data while mobile and during emergencies. The Naviance program collects data on college applications and admission trends. The program is also accessible to students to use from home in order to search colleges and careers. Students are introduced to the Naviance program in their sophomore year with an introduction to Career Interest Profiler module. We are using both these programs to electronically transmit transcripts (early transcripts, first term grades, mid-year grades and final grades), our school profile, counselor reports and teacher recommendations directly to post-secondary institutions. The “bring your own device” initiative has become embedded and has dramatically enhanced the department’s ability to work with students around these programs.

Students in the class of 2018 submitted on average 6 college applications each resulting in the guidance office processing 1,595 initial transcript requests. This number does not include mid-year reports sent to every college, transcripts needed for scholarships and job opportunities, nor the final transcripts which are processed to each school our students are attending. This brings the total number of transcripts processed to over 2000. Our students have applied to 255 different colleges and yielded 776 reported acceptances. Students in the class of 2018 attend 82 different schools of higher education. WMHS staff and students have expressed great satisfaction with this product and we all benefit from a reduction in paper, copier and postage costs; and from an increase in efficiency, documentation, and time to focus on teaching and learning.

WMHS continues to provide full access to the Iparent module of Ipass which offers parents on-line access to grades, teacher rank books, schedules and biographical data. Starting with school year 2016-2017 all student progress reports and report cards are posted in Iparent accounts and no longer printed. This module also allows for parents to update the biographical data thus supporting the district in having access to real-time communication/emergency data. Also starting school year 2016-2017, WMHS students have access to Istudent accounts where they can access the same data as their parents. In addition, all students’ accounts at WMHS are attached to a parent email which allows the district to communicate fully with all families and all students. Staff and students

appreciate the town's support in purchasing and supporting these technology programs.

2018 Graduates

Mikayla Elizabeth Alden
Patrick B. Almeida
Christopher Paul Alves-DeAmaral
Abigail Samantha Amatucci
Mark G. Auld
Matthew Rhodes Auld
Mariatou Bah
Sofia Susanna Barrett
Patrick Michael Beaver
Michael Vincent Bernardinelli
Patrick Dugan Bertini
Mark Philip Bielakiewicz
Marc Antoine Biennestin
Hailey Anne Bishop
Sharice Amelia Bono
Colin Garrett Brackett
Riley Christian Brackett
Sean Anthony Bragg
Alicia Rose Brennan
Zachary Paul Brissette
Julia Lorraine Brown
Virginia Willis Bry
Anthony Dominic Bua
Meghan Sarah Burnett
Thomas William Butt
Kathleen Casey Cajuda
Stephen Michael Calandra
Kelsey Rose Callahan
Olivia Rose Cameron
Kristina E. Campbell
George Matthew Carino

Joseph Sean Carmilia-Smith
Daniel Robert Cataldo
Nicole Angela Catino
Ryan James Chambers
Michael Anthony Chankhour
Julia Catherine Cheffro
Joseph Anthony Chirichiello
Michael Patrick Clancy
Allyson Christine Coggsell
Aiden Hamilton Coleman
Emily Margaret Collins
Nolan James Collins
Cecelia Belle Colliton
Kellianne Marie Conlon
Emmalee Lynne Connors
Mikayla Rose Coombs
Kevin David Corso
Brendan Allan Coughlin
Julia Marie Covelle
Jacquelyn Madison Crooker-Domey
Abigail Rose Cunningham
Julianne Elizabeth D'Ambrosio
Olivia May Dannenberg
Samuel Campbell Deane
Giana Lee DeAngelis
Kevin Paul DeLeary
Caroline Rose DeMasi
Dylan Gene Dennen
Jake Forrest Dennen
Eric Michael Devlin
Nina Catherine DiCarlo
Maliea Claudette DiPietro
Tyler Anthony Drago
Jack Trevor Drees
Skylar Leigh Dube
Katelyn Margaret Dubiel
Hannah Marie Dziadyk

Olivia Sue Dziadyk
Moulay Ahmed Anass El Alami
Timothy James Fahey
Gianna Maria Falasca
Jordan Michael Fauci
Lauren Hope Fennelly
Mikayla Ann Fennelly
Sarah Mae Filleul
Elizabeth Rose Finn
Jillian Maria Fiore
Ryan Manning Fitzpatrick
Shawn Joseph Flanagan
Sydney Anne Flannigan
Meaghan Mackenzie Foley
Tyler Raymond Ford
Janet Marie Francis
Someidy Esther Francisco
David Marcelo Franco
Mila Joanne Frohlichstein
Sydney Ann Gallivan
Meagan Christine Gibbons
Rion Parker Glennon
Jake William Goodchild
Matthew James Greatorex
Annabel Lyn Greco
Malyk Joseph Green
Ebony Lynne Greer
Cole Michael Gregson
Robert Alexander Guida
Morgan Marie Haggerty
Joseph Antranig Hagopian
Mildred Ethster Halprin
Cameron John Hart
Kevin Michael Hart
Samantha Lee Hartman
Christian Domenic Hayes
Meagan Leigh Healey

Jocelyn Marie Healy
Lisa Noemie Hebrault
Gianni Lauryn Henderson-Brown
Sydney Jane Hewitt
Courtney Jane Hill
Kendell Michael Wallace Hiltbold
Jake Thomas Hinchey
Max Joseph Hinchey
Emma Naza Hodzic
Ian Joseph Hunt
Jared Patrick Hurley
Erica Isabel Johnson
Alexander Henry Joly
Jonathan Dee Jordan
Vanessa Maria Kaddaras
Robert Philip Keegan
Benjamin Paul Kelley
Daniel John Kerrigan
John Harold Knowles
Vasilios Konstadinos Koutroubis
Lily Marinho Kray
Laura Elizabeth Kunz
Daniel James Lanzarone
Michael David Lanzarone
Mikayla Frances Ledoux-Walsh
David Peter Lee
MorganReece Leger
Janessa Hannah Linjoy Libby
Kaylo Emmanuel Lima
Hailey Jane Lovell
Ana Isabel Lucas
Yvonne Laura Lucas
Thomas Kenneth Lucey
Kate Manning Lynch
Ian Peter Macdonald
Madison Christina MacMillan
Rebecca Lyn Mader

Hannah Lillian Magee
Neha Mahmood
Timothy William Mailhoit
Cameron John Manning
Michael Robert Manning
Samuel David Marcus-Mayer
Travis Baker Marsh
Brendan Christopher Marshall
Andre Ghassan Massabni
Juliette Marie Mauriot
Dominick Martignac Maurose
Erin Kay McCormack
Ryan Charles McCormack
Julia Lauren McDonough
Laura Nora McGovern
Michael Joseph McKean
Evan McMaster
Michael Anthony Melito
Niko Mello
Lauren Dianne Mercer
Stephen Michael Mercurio
Andrew Joseph Miller
Cara Anne Mogan
Jared Ulrich Mogan
Siara Morel-Ortiz
Samuel Robert Morey
Isabella Munro
Kaitlyn Rose Murphy
MacKenzie Patricia Murphy
Caitlin Elizabeth Murray
Bernadette Bronwen Mylan
Anyella Nardone
Jake Michael Nardone
Kaitlyn Jane Newbegin
Justin Kim Nguyen
Samantha Jo Nimblett
Kathryn Elizabeth Noble

Devin Thomas O'Brien
Jennifer Elise O'Connell
Kelly Elizabeth O'Connell
Ryan James O'Neill
Rebecah Uyioghosa Okundaye
Claudia Marie Oliver
Christopher Walter Olson
Gina Rose Palermo
Alec Victor Passacantilli
Allison Victoria Patch
Davis Ashokkumar Patel
Dhruv Dhiren Patel
Heli Jayesh Patel
Krushnabhai Bharatbhai Patel
Sahil Hasmukhbhai Patel
Marissa Lee Patti
Gabriella Arline Peduto
Victoria Louise Popp
Lily Catherine Power
Dominick John Powers
Meghan June Powers
Tyler John Pugsley
Allee O'Neil Purcell
Julia Elizabeth Purcell
Brianna Leigh Randazza
Sumir Rattan
Matthew James Rawson
Patrick Paul Redmond
Aaliyah Grace Richardson
Anna Marie Riley
Ryan William Ritchie
Omar Yasser Rizk
Rachel Marie Roberto
Emily Stewart Roberts
Patrick Allan Roche
Nolan Thomas Rodgers
Benjamin Jacob Rogers

Connor James Rush
Gillian Grace Russell
Helen Grace Salvatore
Victor Spencer Salvo
Kaitlyn Rose Sample
Bryce Cynthia Sawyer
Jake William Scalfani-Lowe
Charles Patrick Schopperle
Rachel Elise Semel
Charles Joseph Senior
Jack Michael Shannon
Robert Paul Shaw
Alexander Heliotis Shively
Briana Maya Simm
Ryan Patrick Smith
Ryan Arthur Smith
Maxfield August South
Henry Shuart Stikeman
Ashley Rose Sullivan
Caroline Noelle Sweeney
Haley Marie Tanner
Mary Claire Tannian
Patrick Andrew Tannian
Martin Krisztian Timar
Catherine Alta Tonnias
Kevin Mai Tran
Olivia Grace Tremblay
Montana Maria Tryder
Alyssa Rose Vacca
Kristina Teresa Valenza
Justin Alexander Vasquez
Veronica Giselle Vicente
Jordan Ashley Walker
Gabrielle Theresa White
Joshua Michael White
Kathleen Frances White
Eric Christopher Willard

Jane Melody Yardumian
Preston Kenmond Yee
Robert Francis Young

Lucius Beebe Memorial Library

Report of the Board of Trustees

In 2018 the Lucius Beebe Memorial Library delivered an excellent array of programs and services, with an eye on expanding inclusivity. The library worked to increase patron access digitally while improving the physical library experience. As always, none of this is possible without the library's incredible people: peerless staff and volunteers, the active and engaged Friends organization, and the essential support of town leadership and residents. With everyone working in concert, the library remains focused on expanding education and knowledge for all patrons in all walks of life.

The library offered more for patrons who prefer ebooks or streaming music. It kept pace with changing technology and patron habits through its participation in the North of Boston Library Exchange (NOBLE) - the digital media offered through NOBLE expanded in 2019 to include access to titles state-wide. Checkouts of electronic media continued to expand, with the Hoopla digital service seeing more activity than ever before, with its offering of ebooks, music, movies and television. The library added access to Kanopy, a movie streaming service specializing in critically acclaimed films and documentaries. And periodicals were added to its ever-growing digital library.

Inclusivity was not just for the digitally inclined - the Trustees worked with the library staff to improve physical access, by adding the automatic door openers now found on the Avon Street entrance. Additionally, the library has explored applications for the visually impaired. And services in the Children's area have been expanded to include programs for elementary school-aged children.

All of this is in addition to the services patrons have come to know and love, both at the library and in the community. Although not affiliated with Berklee College this summer, the Plaza Jazz series continues to be a hit, drawing people to Wakefield's vibrant downtown Thursdays all July and August. Also this summer the library hosted the 2018 summer reading program - this year's theme was Libraries Rock. Library staff coordinated with Wakefield Public Schools to create a more open ended program, driven by student interest rather than a top-down reading list. The staff implemented programs that allowed students to follow their

passion, and learn a little bit of library science along the way. Beebe Library's connection with the schools in town didn't end there - librarians once again visited the schools, reaching out to school children to instill a love of reading and learning at an early age. And the list keeps going - lapsit and toddler story times for the youngest patrons, reading clubs, French lessons and genealogy discussion for adults, and the Keep Me Safe program for families offer something for almost everyone. The library partnered with community organizations such as the police department, to extend access to safety knowledge, and worked with Sustainable Wakefield to provide sustainability information and access to things like rainwater collection barrels. The library hosted talks by local authors and a series of lectures on international travel. News and Views continues to invite patrons to discuss the news of the day. And the library is looking to the future, with plans to set up an area for newer technology.

Along with Plaza Jazz, Beebe Library extended its reach into the community in other ways. The library continued its Trivia on Tap events and a 'pop-up' library location at the Farmers' Market and local parks. Finally the library's support of Wakefield 101, a program to introduce new residents to town, continues to connect new residents with library services.

Under the leadership of Chair Susan Wetmore, the library and the Wakefield Lynnfield Chamber of Commerce produced the 11th annual Blossoms at the Beebe, with this year's theme 'The 60's'. The event was attended by many notable residents of Wakefield and surrounding towns. The library's share of the proceeds funded Plaza Jazz, News & Views, adult programs, and capital improvements.

We thank the Town of Wakefield for its continued support, and wish everyone a wonderful year.

Respectfully submitted,
Jeffrey Quinn, Secretary
Kevin P. Scanlon, Chair
Michael Bourque
Jack Havelick
Tim Healy
Aimee Lominac
Cindy Schatz
Joseph Tringale
Susan Wetmore

Report of the Library Staff

Director

For Beebe Library, 2018 was a year of evaluation and reinvention. Administrators looked at spaces, services, staff workflows, community trends, and library best practices to better meet current needs.

By year's end the library had –

Renewed its commitment to regional participation. Beebe librarians now chair important NOBLE committees, advocating for Wakefield's needs on collection development, electronic resources, and resource sharing. Additionally, library staff participated in numerous Mass. Library System, Massachusetts Library Association, and New England Library Association activities.

Enhanced its commitment to outreach and collaboration, actively seeking partnerships and pop up locations.

Overseen the installation of automatic doors at the Avon Street entrance.

Evaluated library space and begun work on an improvement plan that includes centralized public computers, additional meeting or group work space, dedicated training space, and digital media preservation tools for community use.

Developed a plan for Friends of Beebe Library to provide improved copy, scan, and fax document services.

Created a Reception department where the telephone is answered by staff. This has eliminated the ringing and interruptions at public service desks, while improving service to callers. With improved desk service, the sub-standard self-check location was eliminated.

Updated the library logo and visual communications with fonts and templates designed both to reflect the past and speak to the future.

Provided staff with professional development opportunities and addressed safety policies and procedures. Librarians are life-long learners, so

Administrators are working to create more opportunities for staff to gather and share their learning.

Instituted the Way Ahead committee, a team of librarians planning for future trends, keeping Wakefield's library service on the cutting edge.

Re-emphasized the concept of summer reading for enjoyment.

Developed a new Plaza Jazz model that included, but did not depend upon, a single partner.

Much of this work was made possible by a single notable improvement to the FY19 library budget: The restoration of funds to the Materials line item, which results in the library's State Aid Materials Expenditure Requirement being met fully within the operating budget.

Respectfully submitted,
Catherine Ellis McDonald
Library Director

Assistant Director and Head of Public Services

Personnel

The following personnel changes occurred in 2018:

Part-time Reference Librarian Kayla Hammond Larkin resigned. She was replaced by Brigid Black.

Part-time Custodian Eugene O'Donnell resigned. He was replaced by Harrison Schroder, who also works as a Page.

Pages Delaney Wight and Abigail Amatucci resigned. Their hours were reassigned to existing Pages.

Volunteers

The library relies on volunteers to assist in keeping the shelves orderly and dust-free. This year, the team included volunteers from the public school department's SEEM Academy and Post Academy, as well as several Senior Tax Work-Off volunteers. Eight volunteers continue to deliver to local homebound patrons.

Friends of Beebe Library

The Friends continued their support of the library this year by generously funding a state-of-the-art document center, located in the reference area on the main level. The existing copier (also funded by the Friends) was replaced with a more advanced model that allows for three page sizes,

color images, and two-sided copies. They also purchased a high-volume, easy-to-use scanner which allows patrons to convert documents to digital format via a user-friendly touch screen.

Unfortunately, the Friends suffered a significant loss this year with the burning of the First Baptist Church in October. As the site of their annual book sale, it provided substantial floor space, ground floor access, and a prime, downtown location. Arrangements have been made for the 2019 sale, but a long term solution had not been found by the time of this writing.

For information on becoming a Friends member or volunteer, go to **www.friendsofbeebe.org** or pick up a form at the library.

Blossoms at the Beebe

The theme for the eleventh annual Blossoms at the Beebe was “The Sixties.” The joint fundraiser of the Wakefield Lynnfield Chamber of Commerce and Beebe Library takes months of planning by a large group of volunteers led by Susan Wetmore. The event relies on volunteers, donors, and attendees for its continued success. Attendees at the year’s sold-out event once again raised funds to enhance the library facility, collections, and services.

Materials and Services

New materials, services, and programs successfully supported the library’s mission to *engage our community in lifelong learning that builds knowledge and promotes understanding.*

In January, the library introduced a new public service desk, Reception. Tucked away in a small office on the lower level and staffed by every department in turn, Reception is where all calls to the library are handled. Callers no longer reach a phone tree during open hours, but rather a live person who can either immediately answer their question or transfer them to the correct department for assistance. The benefits of this change have been many, including staff cross-training, fewer distractions at the main desks, and a better patron experience.

In the second half of the year, the library worked with a local graphic designer to refresh existing branding. The logo, fonts, and colors were revitalized with a more modern look while still maintaining a degree of traditional charm. A new, larger-format welcome brochure and bookmark-sized flyers were created to introduce patrons to the library’s many resources and services for adults. Marketing materials were

streamlined and made more cohesive. The overall effect is visually pleasing and easier to read. Youth Room branding will undergo a similar refresh in 2019.

In response to patron requests for more elementary activities, the Youth Room began offering two programs per week for this age group this past fall. They have been hugely successful with high turnout for most programs and will continue in the spring.

The library again worked with the Town of Wakefield and the Wakefield Lynnfield Chamber of Commerce to produce *Wakefield 101*, a twice-yearly orientation for new residents. This open house provides new residents with access to representatives of town departments and community groups, as well as gifts and information from local businesses. More than 110 new residents attended the events, which will continue to be held in 2019.

During the first half of 2018, the library continued offering adult programming centered on the concept of Building Resilience, a series begun in the fall of 2017. In September the library launched a new theme, Sustainability. Events were many and varied on this broad, hot-button topic, including lectures on severe weather phenomena, upcycling and repurposing, film screenings sponsored by Sustainable Wakefield, and even a tour of a local recycling facility. The series will continue through June 2019.

The following reports detail department activities and progress in 2018.

Respectfully submitted,
Jaclyn M. Powers
Assistant Director & Head of Public Services

Readers' and Information Services

Reference

Changing trends in library usage continue to affect reference visits, and overall reference transactions declined again from their peak in 2015. The department handles requests of any kind in person, by phone, fax, or email at email@wakefieldlibrary.org, and by live chat session.

The library maintains twenty-four public computers with free internet access, Microsoft Office software, research databases, and games. All workstations are connected to high speed laser printers. Use of desktop

computers remained steady, while use of the wireless network continues to increase dramatically as more library patrons connect with their own devices such as smartphones, tablets, and laptops.

Access to downloadable content is becoming an expected library service, and Wakefield residents made good use of the three platforms the library provides: OverDrive, Hoopla, and the most recent addition, Kanopy. These services offer tens of thousands of downloadable and streaming ebooks, audiobooks, music, and videos, all of which can be found in the online catalog along with physical collections. They can be used on most devices like desktop or laptop computers, ebook readers, phones, and tablets. More than 700 new Wakefield patrons signed up in 2018, and they borrowed almost 26,000 downloadable items, a twenty-four percent increase over the previous year that accounted for about eight percent of our total circulation for the year. By year's end, Wakefield patrons as members of NOBLE were able to borrow OverDrive titles from other library networks around the state, thanks to a new statewide cooperative sharing program.

Wakefield is fortunate to benefit from state funding for many online research databases, available both at library computers and from home. Additional resources funded locally for Wakefield residents include Ancestry.com for genealogy research; GenealogyBank for historical newspaper research; online versions of Consumer Reports and Consumers' Checkbook; Value Line and Morningstar for business research; NoveList for reading suggestions; Pronunciator for learning more than eighty foreign languages and English as a Second Language; and Lynda.com, an online course platform offering thousands of video courses in software, creative, education, and business skills. All of these resources can be accessed 24/7 with a library card from the website at **www.wakefieldlibrary.org/databases**.

Interlibrary loan is a major tool in providing access to a world of resources to Wakefield patrons. In addition to the huge collections of the NOBLE network, thirteen additional Massachusetts library networks can be searched through a single interface called the Commonwealth Catalog, online at **www.commonwealthcatalog.org**. Reference librarians track down obscure titles nationwide if necessary through cooperative arrangements with other library systems. The online catalog for the NOBLE network received two upgrades this year with a number of convenient new features for patrons, and the coming year will bring even more significant changes.

Beebe Library's historical collections continue to grow and are accessible in the library catalog, NOBLE Digital Heritage website, and Massachusetts Digital Commonwealth, which collects historic content from around the state and displays it in a single searchable interface at **www.digitalcommonwealth.org**. Wakefield is continuing to pursue scanning projects to make more archival collections available, including the last one hundred years of local residents' lists, and exhibits of specific important events, such as the tragic fire that destroyed the First Baptist Church in the fall of 2018. The backlog of WMGLD historical calendars are now completely digitized and searchable online from 1987 to the present. All of the photos in the digital heritage collection have been "geocoded," which assigns geographic coordinates allowing them to be browsed on a map.

The library adapts to changing usage patterns to keep areas attractive and accessible. This year in the adult areas display spaces were expanded for collections like new large print, new fiction, and world languages. Computers were centrally located to make it easier for troubleshooting and assistance. A new catalog workstation was installed in Adult Fiction, providing the needed convenience of a nearby catalog for that area. Nonfiction DVDs were interfiled with the rest of the nonfiction collection for better browsing, and the nonfiction collection was shifted to allow more space and display for popular subject areas.

Free notary public services by appointment and exam proctoring for distance learning students continued to be popular for Wakefield patrons.

Programs

Reference staff coordinated 214 adult programs this year. Librarians took programming out into the community, including events at the Senior Center, schools, the Retired Men's Club, church groups, the Farmer's Market, the Brightview senior community, the Town's recycling facility, and local restaurants. The library's complete program schedule is on its website, with online registration available. The following programs were offered in 2018, drawing more than 3,600 people to the library and other venues:

Series: Building Resilience

- Holistic Happy Hour
- Brain Games
- Crafting Calm - Autumn Decorations
- Crafting Calm - Heart Garlands
- Crafting Calm - Mason Jar Lights

- Crafting Calm - Napkin Rings
- Crafting Calm - Paper Stars
- Crafting Calm - Paper wreaths
- Crafting Calm - Pumpkins
- Crafting Calm - Seed Maps
- Ebru Water Marbling Art
- Everyday Yoga for Better Sleep
- Everyday Yoga for Every Body
- Everyday Yoga for More Energy

Series: Sustainability

- Creating Your Own Eco-jewelry
- Film discussion
- Harvest Prints
- Upcycling and Repurposing
- Author Talk - David Mahood
- Composting

Arts, Culture, & Information

- Circuit Breaker Tax Credit Info Session
- Fostering a Child Information Sessions
- History of the New England Patriots
- Introduction to GenealogyBank
- Irish Genealogy Before 1800
- Learn to Play the Ukulele
- The Traveling Librarian Talks Travel Photography (part of Mass ArtWeek)
- Waking Up White with Debby Irving
- Women in World Jazz

Books & Reading

- Fireside Book Chats - Librarian's Suggestions for Winter
- Beach Reads - Librarians' Suggestions for Summer
- Beebe Book Buzz - Monthly Book Talks on Wakefield Cable Access TV
- Monthly Book Discussion Groups
 - Books by the Lake – literary fiction & nonfiction
 - Cooks by the Lake – cookbooks
 - True Writ – nonfiction
 - Books on Tap – contemporary fiction
 - Supper Sleuths – mystery
 - Timeless Tales - classics

- Book Talks for the Daughters of the American Revolution
- The Last Warlord - US Special Forces in Afghanistan
- Author Talk with William Martin
- Author Talk with Ted Reinstein
- Author Talk with Eric Jay Dolin
- Author Talk with Sanjiv Chopra

Travel, Nature, & Gardening

- Exploring New England Habitats
- Extreme Weather at the Mt. Washington Weather Observatory
- Sustainability - Composting
- Winter Raptors of New England
- The Traveling Librarian goes to Puerto Rico
- The Traveling Librarian goes to Sarajevo
- The Traveling Librarian goes to Serbia
- The Traveling Librarian goes to Southern Bosnia
- The Traveling Librarian goes to Kuala Lumpur
- The Traveling Librarian goes to New Mexico
- The Traveling Librarian goes to Southern Wales
- The Traveling Librarian goes to Northern Wales
- The Traveling Librarian goes to Rome
- The Traveling Librarian goes to Thailand

Ongoing Groups

- Board Games and Beyond
- DIG - Drop In Genealogy
- French Club - Weekly French Conversation Group
- News & Views Current Events Discussion Group
- Plaza Jazz - Outdoor Summer Live Music Series
- Trivia on Tap

Off Site Programs

- Library Information Session at Brightview
- Poetry Reading at Brightview
- Fake News at the Retired Men's Club
- Sustainability - Tour of the JRM Recycling Facility
- The Traveling Librarian at Brightview
- The Traveling Librarian at the Senior Center
- The Traveling Poetry Emporium at the Farmers Market

Other Programs

- Librarians, New Teachers, and Mentors Working Together
- Wakefield 101 Orientation for New Residents

Numerous local artists displayed their work in the beautiful Blake Gallery, showcasing local talent of students and adults in photography, watercolor, oils, and crafts.

Communications and Outreach

The library's website at **www.wakefieldlibrary.org** is the easiest way to access information about library programs and services. The site is maintained by library staff, with assistance from NOBLE. In 2018 the menu was revised and streamlined, making it faster to find the information you need. In collaboration with the Town, the library maintains an online community calendar where residents can find and promote local events, meetings, and activities. The calendar can be found on both the library and Town websites. Again this year, the Wakefield calendar was sponsored by Friends of Beebe Library.

The library's online newsletter now reaches more than 4,300 subscribers who receive news about library events and programs via weekly email. The library can also be found on the popular social networking sites Facebook, twitter, Instagram, and YouTube, where "fans" stay up to date on library news and share ideas and feedback. Reference librarians also do a monthly "Book Buzz" book discussion program with WCAT which runs on local cable television and is archived online.

Reference and youth services librarians again coordinated with school personnel to promote summer reading to Wakefield High School and Middle School students. In addition to the popular annual displays of books, librarians visited the schools to talk about books and created an online video explaining the program to students and parents. This year, students were free to choose their reading to suit their reading levels and interests, and librarians made personal recommendations and displays to guide student choices.

Librarian Beth Radcliffe continued to coordinate homebound delivery volunteers, who take library materials to ill or disabled local residents. Please contact the Reference Department if you would like to volunteer, or if you or someone you know could benefit from this service.

Reference Department staff actively participate in and chair network and statewide professional committees in organizations such as NOBLE and the MassLNC cooperative network, and attended and conducted

workshops and conferences on a range of professional library issues. Staff also participated in local groups such as Wakefield Main Streets, the Town Branding and Wayfinding Committee, and the Wakefield Suicide Prevention Committee.

Respectfully submitted,
Jeffrey M. Klapes
Head of Reference and Information Services

Youth Services

The Youth Services Department offers an array of services for families with children of all ages, from infancy to adolescence. Youth Services promotes literacy and learning, providing families with materials and experiences that encourage imagination and curiosity.

Preschool Story Times

Since the building blocks for learning form before the age of two, the library undertakes a serious commitment to early literacy. Mother Goose on the Loose Story Times attract thousands of children as young as three months up through four years old. Each year, the staff looks to upgrade and innovate the Lapsit, Toddler, and Threes and Fours programs to include new elements to help prepare children to enter Kindergarten.

Lapsit programs for babies twelve months and younger enjoy a new program component with the introduction of tandem reading. Parents read aloud a pre-selected book, which emphasizes a targeted early literacy skill. Librarians model storytelling methods and point out early literacy behaviors demonstrated by the babies. Caretakers can observe, recognize, and nurture the skill as they see their child respond to the story. This method provides a hands-on, real-time experience for adults that demonstrates infant learning behavior.

Changes to the Threes and Fours programs include more STEAM activities for the preschool set. Scientific concepts include working with geometric patterns, engineering puppets with moving parts, constructing with boxes, and measuring. Staff also includes these activities in the sensory series, Busy Bees Saturdays, as well.

Ongoing Programs for Older Children

The staff carries out STEAM programming through each age group. Activities for elementary school children and young adults include

explorations into sound science, making rudimentary rockets, coding programs, and robotics.

Family Pajama Story Times draws patrons who are unable to take advantage of the morning story programs. These evenings at the library include wind-down activities, crafts, and stories. Most importantly, the program appeals to a wide variety of people and brings new faces to the library.

Programs for elementary school children continue to grow in popularity, becoming a much-loved staple in 2018. Librarians hold programs twice a week to maximize access for families, bridging library service from the preschool years through middle school.

Third Thursday Book Club for children in grades three and four meets monthly during the school year, exploring richer chapter books for children and their grown-ups. The group reads deeply and observes themes and literary elements in this shared reading experience between children and adults.

Keep Me Safe Class, the sexual abuse prevention series, serves children from four to seven years old. Under a revised format, more children access the program and gain concrete skills to protect themselves from potential victimization. Chief Rick Smith from the Wakefield Police Department graduates the students completing the program.

Young Adult activities for grades five through twelve include photography basics, creative storytelling, coding, escape room parties, book discussion clubs, arts and crafts programs, and other activities with teen appeal. The Young Adult Advisory Board suggests these events. The board meets monthly throughout the year and perpetually recruits and welcomes new members.

Summer Reading Program

Libraries Rock, the 2018 summer reading program, resulted in record circulation over the summer months, the fourth highest circulating summer in fifteen years.

The star of the summer reading program once again was Buzzy, the library's mascot bee, who challenged program registrants to solve riddles all summer long while he visited local Wakefield storefronts. Children who solved Buzzy's weekly puzzles earned additional raffle tickets for

prize drawings, resulting in thousands of tickets submitted over the summer months.

Summer reading events included an Ice Cream Social kickoff, an appearance by Dino-Man and his inflatable friends, puppet shows from Vermont Puppet Tree and Pumpernickel Puppets, animal communication with Wingmasters, Kidstock Interactive Theater, storyteller Alicia Quintano, Acting Games for young adults, and a painting program with Annemarie Gallivan of Create Artisan Studio.

Library and School Collaboration

Youth Services teamed up with the Wakefield Public Schools in a number of projects in 2018. Library staff took part in STEAM Night at Galvin Middle School, where library staff demonstrated the library's telescope, which is available for Wakefield residents to borrow.

The Youth Room coordinated with the METCO and the Wakefield Public Schools to raise awareness of International Night at Galvin Middle School. Library programs focused on the worldwide use of masks across cultures. Over a number of days, children made masks based on Native American, European, Middle Eastern, and Oceanic cultures.

This year's summer reading program again saw another collaborative year with the Wakefield Public Schools. To aid students in selecting a STEAM title, Beebe Librarians wrote pathfinders to help students identify areas of scientific interest. In addition to the pathfinders, the staffs of the Wakefield Public Schools and Beebe Library produced annual booklists for each grade.

Collection

The Youth Services librarians re-organized the parts of the Picture Book collection, creating a new category called Illustrated Fiction. These books have complex plots that are suitable for older children. Parents looking for books to read to classes, and children ready for richer prose in a short format, flock to this new area. The titles moved to Illustrated Fiction have seen circulation increases, since parents and children looking for short materials with richer plot are able to find what they need.

Librarians moved First Readers from its crowded aisle to a new area. Children and parents looking for books for emergent readers can browse more comfortably and use tables to share their finds with their emergent readers.

Respectfully submitted,
Nancy Sheehan
Head of Youth Services

Circulation Services

While circulation of physical items decreased slightly compared to 2017, circulation has increased overall due to an increase of downloadable materials borrowed through the Overdrive, Hoopla, and Kanopy platforms. More than 1,000 new library cards were issued in 2018.

Museum pass usage was up overall in 2018. The pass program, including the reservation software, is sponsored by the Friends of Beebe Library. 1,729 passes were checked out, which means more than 5,000 individuals were able to benefit from the program. The most popular passes in 2018 were Zoo New England, Museum of Science, New England Aquarium, Boston Children's Museum, and Peabody Essex Museum.

Pop Up Library continues to thrive and expand since its introduction in 2015. In addition to monthly appearances at the Wakefield Farmers Market, Beebe Library popped up at the Festival by the Lake, the Gator Gallop, and Mass in Motion's Park of the Month program.

Respectfully submitted,
Meaghan F. Kinton
Head of Circulation Services

Technical Services

The Technical Services department provides support in the ongoing management of the library collections and the library's computer network.

Collection Management

The department manages the electronic ordering and receiving of new books and other materials. New and updated collections this year include Children's Illustrated Fiction, a new Adult Fiction standing order account, and auxiliary cables for automobile audio access. In addition, the department coordinated database management associated with several collection re-locations.

Computer Network

The Technical Services department provides support to computer users on an ongoing basis.

The department continues to follow a planned rotation schedule for computers, printers, and software. This past year, the department replaced the library's file server, a wireless printer, a network printer, computer monitors, uninterruptible power supply units (to support file servers during power outages), and a postage meter hardware upgrade. In addition, the department applied software upgrades throughout the year to all desktop operating systems, office productivity software, internet browsers, antivirus software, integrated library software, and software used for administration functions. Additional ongoing software upgrades included iPad software, instant messaging software, software that counts people entering the library, PC reservation and security software for public computers, and software that provides remote updating of applications on public and staff computers.

New initiatives included the installation of computer equipment to support the Reception Office, an office designed to answer all incoming calls to the library. Installation included a computer, two monitors, barcode scanner, and printer. The department also coordinated with the Town IT department to create new telephone groups so that calls go directly to the phone in this office rather than the automated attendant.

Respectfully submitted,
Rebecca Rohr
Head of Technical Services

Library Statistics

Resources	
Print Collections	
Hardback Volumes	101,633
Paperback Volumes	8,236
Periodical Titles	163
Downloadable Ebooks	15,308
Downloadable Periodical Titles	178
Multimedia Collections	
Audio Books	1,819
Downloadable Audio books	4,353
Compact Discs	2,281
DVDs	5,841
Mixed Media Kits	516

Video Games	265
Graphic, Digital, and Equipment Collections	
Artwork	41
Digital Images	2,092
Equipment (telescope, DIY, laptops, etc.)	49
Maps	107
Microfilm reels	1,972
Photographs	55
Postcards	63
Museum Memberships	16
Circulation	
Books	226,546
Media	61,226
Downloadable Ebooks	16,109
Downloadable Media	12,418
Total Annual Circulation	316,299
Museum Passes	1,729
Reference	
Reference Questions	28,410
Interlibrary Loans to Wakefield	24,299
Interlibrary Loans from Wakefield	22,899
Documents Notarized	507
Documents Faxed	536
Visits to Library Website	345,760
Wireless hours	241,491
Program Participation	
Adult Services	
Book Discussions	50
Book Discussion Participants	498
Programs	163
Program Participants	3,136
Reference Appointments	12
Reference Appointment Participants	12
Children's Services	
Story Hours	164
Story Hour Participants	4,503
Children's Programs	104
Children's Program Participants	1,948
Summer Reading Program Registrants	432

Summer Programs	66
Summer Program Participants	1,786
Young Adult Programs	46
Young Adult Program Participants	333
Class Visits to the Library	2
Classes Visited by Librarians	30
Meeting Room Reservations	346
Patron Traffic	
Annual Traffic	219,481
Daily Average	657
Digital Communications Subscribers	
Email newsletter	4,309
Facebook	2,300
Twitter	1,240
Volunteers	
Homebound Delivery Patrons	11
Homebound Volunteers	12
General Library Volunteers	12
Volunteer Hours	1,006

Report of the Northeast Regional Vocational High School

SCHOOL ADMINISTRATION

SUPERINTENDENT-DIRECTOR

David DiBarri

PRINCIPAL-DEPUTY DIRECTOR

Carla Scuzzarella

DISTRICT SCHOOL COMMITTEE

SCHOOL COMMITTEE CHAIRMAN

Deborah P. Davis - Woburn

VICE CHAIRMAN

Judith M. Dymont - North Reading

SECRETARY

Peter A. Rossetti, Jr. - Saugus

TREASURER

Larry Means - Stoneham

ASSOCIATE TREASURER

Vincent J. Carisella - Wakefield

COMMITTEE MEMBERS

Michael T. Wall - Chelsea

Robert S. McCarthy - Reading

Jeanne M. Feeley - Malden

Ronald J. Jannino - Revere

Henry S. Hooton - Melrose

Grant Leung - Winchester

Dawne H. Armitstead - Winthrop

NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

100 Hemlock Road - Wakefield, Massachusetts 01880-3597

ANNUAL REPORT 2018

OUTSTANDING STUDENT AWARD

Mary Fung from Stoneham a student in the HVAC/R program was chosen as Northeast's nominee at the State Awards Dinner for

Outstanding Vocational Technical Students. The event is co-sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

***NATIONAL TECHNICAL HONOR SOCIETY**

The Northeast Chapter of the National Technical Honor Society held its annual Induction Ceremony in April. At the ceremony, 2 Seniors and 57 Juniors were inducted. There are a total of 59 Technical Honor Society members for the 2017-2018 school year.

***NATIONAL HONOR SOCIETY**

The Annual Induction Ceremony to the Northeast Chapter of the National Honor Society "Artisans" was held in April. At the ceremony 17 Juniors and 11 sophomores were inducted for the 2017-2018 school year bringing the total membership to 28.

SCHOLARSHIP COMMITTEE

The Northeast Awards and Scholarship Committee and PAC board presented awards and scholarships to 86 deserving students at the annual Senior Recognition Night. A total of \$40,225.00 was presented to Northeast students who will be working in their vocational fields, entering trade apprentice programs, or going on to one, two, or four-year programs at accredited colleges, universities, and trade schools. These awards and scholarships provide the students opportunities to purchase tools and equipment, and assist in offsetting the expense of attending institutions of higher education.

SCHOOL WIDE PROFESSIONAL DEVELOPMENT 17-18

The goal of professional development is to:

Ensure that staff members are in compliance with current regulations enacted by the Massachusetts Department of Elementary and Secondary Education (DESE).

Guarantee that all staff members are knowledgeable of legislation impacting the educational process of the commonwealth.

Make staff members aware of the most recent trends and strategies in the district's mission of improving student achievement.

The activities that met these goals during the 2017-2018 school year included:

First Day Back Professional Development Day (August 28, 2017):

Included training on observation and evaluation, school culture and team building through One School – One Book activities and book discussion. In addition, training was held on Special and General Education Laws, Civil Rights, and Discipline.

Second Day Back Professional Development Day (August 28, 2017)

Included training trauma sensitive schools and SEL learning, Google Classroom implementation, and Five Year NEASC visitation planning and team construction.

New Teacher and Second and Third Year Teacher Monthly Professional Development Meetings

Teacher training included Creating a Classroom Culture, Goal Setting, Well-Structured Lessons, Meeting Diverse Student Needs, Adjustment of Practice, Sharing Conclusions with Students, Two-way Communication, Student Motivation and Self-Assessment.

Student Safety Concerns (November 13, 2017)

The school resource officer worked in conjunction with the Deans and the Administration to host Alice training to the entire staff and students.

Professional Development Day – Meeting Diverse Needs (January 16, 2017)

Teachers had the opportunity to choose from a variety of sessions centered on differentiation in both the shop and academic settings during seven hours of professional development time.

2017 SUMMER TRANSITION PROGRAM:

The Summer Transition and Enrichment Program at Northeast Metropolitan Regional Vocational School is a two-week program that ran from Monday July 9th until Friday July, 19th. This program was conducted as a transitional experience for students entering grade 9 in August 2017. This year, due to a decrease in grant funding available the program was conducted in 2-4 day sessions. This transition opportunity providing mathematics, English language arts, and career and technical introductory activities is funded by the federal Title 1, and Carl D. Perkins grants. The students are provided with busing to and from school, and a mid-morning snack. These services, as well as the program itself are run at no cost for the students or parents/ guardians. The students are divided into ten groups of no more than ten students. These groups spend one half of the morning split between mathematics and

English Language Arts. The other half of the morning is spent in a career and technical mini exploratory exercise.

Funding for this program was provided through Title 1, and the Carl D. Perkins Occupational Education Act Federal grants.

SUPPORT SERVICES

The Northeast Student Services staff offers support and counseling to all students through individual and group counseling, specialized workshops and presentations, health services, and mediation services. All Northeast counselors are certified as School Adjustment Counselors and Guidance Counselors and are qualified to handle a wide range of student issues. One School Adjustment Counselor is bilingual (Spanish-speaking).

The Career Counselor and Small Business Coordinator provide career awareness and career development services to all students. The Career Counselor and School Adjustment Counselors provide specialized support to students enrolled in non-traditional vocational areas. Two School Nurses provide health services and a Peer Mediation Coordinator implements a Peer Mediation Program.

Support groups are established each year based on student needs. Support groups for pregnant and parenting teens, social skills groups for freshmen, anger management, anxiety, and non-traditional support groups are examples of groups that have been offered.

The School Adjustment Counselors provide individual counseling support and crisis intervention to all students as needed. They will provide support to homeless students, assessing their special needs and coordinating with the Homeless Liaison (Administrator of Student Services). They also are responsible for developing and monitoring Section 504 Accommodation Plans in conjunction with the Administrator of Student Services. School Adjustment Counselors collaborate with school personnel, family members, doctors, psychiatrists, outside therapists, social workers, police, court personnel, and others.

The School Adjustment Counselor work to connect students and families with community based mental health services as needed. Elliot Community Human Services of Lynn serves as our crisis intervention linkage for emergency mental health services in the community. Arbour Counseling Services in Woburn provides individual therapy services at Northeast for students referred by their School Adjustment Counselors.

The Bilingual School Adjustment Counselor provides native language support (Spanish) as needed to limited English proficient students and families across all grades. She provides specific support to the English Language Education program at Northeast, but supports other Northeast Latino students and families as needed. Translation services (oral and written) and interpreting services are often required for parent communication throughout the building, and as needed, this counselor coordinates with all departments to assist. Referrals are made to a Spanish-speaking Psychologist for testing for Special Education evaluation.

Career counseling and the college application process are emphasized by all school counselors. The Career Center is the focal area for a well-planned four-year career development program that prepares all Northeast students for their individually chosen career paths. The curriculum focuses on career assessment; career information and requirements; employability and entrepreneurial skills; interviewing skills; portfolios; and resume preparation. By providing assessments to evaluate skills, interests, and work values, the Career Counselor works with the School Adjustment Counselors to assist freshmen in their vocational selection process and upper class students with linkages to post-secondary education and employment opportunities.

The Career and Adjustment Counselors provide directed support to those students who are enrolled in career areas that are considered non-traditional for their gender. Students have the opportunity to participate in support groups, specialized presentations, and field trips that prepare them to understand the benefits of non-traditional choices, to manage challenges in each occupation and to understand the required post-secondary linkages to achieve their goals.

The School Nurses have coordinated support services for pregnant and parenting teens with outside providers affiliated with local hospitals. In addition, they provide support to students with chronic medical conditions, coordinating with parents, doctors, nurses, etc. The School Nurses work closely with the School Adjustment Counselors to coordinate assistance when mental health needs arise. They also work closely with the Deans when emergency medical evaluations are required.

The Peer Mediation Coordinator at Northeast operates a Peer Mediation Program where upper class students undergo twelve hours of specialized training in mediation skills and implement a program to work out arising conflicts between students. This is a very positive prevention program that contributes to the development of a positive school climate as

students learn to come to their own agreements about how to solve conflict.

In addition to the support provided by the counseling staff, the Special Education Department offers a TEAM meeting process that promotes monitoring of student progress and educational support. Each Special Education student is assigned a Liaison who is a teacher in the Special Education Department who oversees progress in relation to the Individual Education Program, communicating with parents, teachers, and counselors to help all students achieve success.

The Northeast Mentoring Program is a freshmen transition program that matches junior and senior mentors with small groups of freshmen students. The Northeast Mentors present the Freshmen Orientation day for freshmen and then meet with their groups throughout the year to offer support and to deliver positive lessons that promote a positive school climate. The mentors are trained in a leadership climate by the student services staff, developing a core of approximately 90 peer leaders from 11th and 12th grades.

The After School Help Program is one of educational assistance provided to students having difficulty with one or more academic subjects by academic and vocational teachers. This free assistance is offered every Wednesday in the library from 2:45-3:25. Water and snacks are provided as well as free transportation home.

Special school-wide workshops and presentations are offered through the year for different groups of students. Each year, all freshmen participate in group workshops focusing on identifying the signs of depression and gender equity issues. Large group assemblies and presentations have been offered focusing on goal setting and acts of kindness, substance abuse, teen dating issues, tolerance, character building.

On a larger scale, the student service emphasis is on communication – communication with students and with parents. Mid-term progress reports are sent to parents each quarter and report cards are sent home four times per year. E-mail communication is welcomed and progress update meetings are held as needed. Parents and guardians are asked to be involved with all class scheduling activities.

Post-graduate planning information is shared through career assessment and planning activities. Additionally, the Guidance department held a FASFA night for parents to offer free support with financial aid

specialists. A college planning night was held for sophomore, junior and senior parents. Career Plans are sent home annually for parent review. Language development is communicated for Limited-English proficient students through assessment data and parent meetings. It is our goal to service all students equitably while attending specifically to those who have specific life challenges.

GRANTS RECEIVED IN FY 2018: **Entitlement and Allocation Grants**

Title II, Part A: Improving Educator Quality, Fund Code: 140

The purpose of this federal grant program is to increase student achievement through comprehensive district initiatives that focus on the preparation, training, recruitment, and retention of highly qualified educators. These funds were utilized to support professional development in supervision.

Federal Special Education Entitlement, Fund Code: 240

The purpose of this federal entitlement grant program is to supplement local and state funds in providing services to students with disabilities. This funding source provides professional development for teachers of students with disabilities in addition to providing extended school day and extended school year (summer) learning opportunities for this targeted population.

Special Education: Program Improvement Grant Fund Code: 274

The purpose of this state-funded grant program is to support professional development activities that will improve the quality of the services provided by the special education staff. During school year 2016-17 the focus of this funding was to research the positive placement data for students with disabilities over the past three years. This data will be used to determine best practices in the career pathways to assist our graduates from this targeted population secure high paying, highly skilled positions that are in high demand either after high school or upon completion of post-secondary education.

Title I, Part A, Fund Code: 305:

Title I, the Elementary and Secondary Education Act, provides school district with funding to increase student achievement. The district utilizes these funds to support extended school day and extended school year (summer) learning opportunities for all students. The incoming grade 9 summer orientation program is one of the primary programs funded Title

1. Professional development, targeting increasing student achievement, is also funded through Title 1.

Perkins Act Allocation Grant Program – Secondary, Fund Code: 400

The Carl D. Perkins Occupational Education Act provides funding to assist school districts in improving secondary career and technical programs. The district utilizes this funding source primarily to secure supplies, technology and equipment to guarantee that state-of-the-art conditions are being replicated in each career pathway. In FY2018 Perkins funding was used to support staff salaries and supplies in the newly instituted Robotics and Automation Technology pathway. Perkins funding was also utilized to purchase a new van for the Dental Assisting program. This van is a necessary expense to transport students and teachers to work-based internships for the program.

Massachusetts Capital Skills Grant:

This competitive grant brought in \$500,000 to the district. These funds were used to purchase equipment and supplies for the aforementioned Robotics and Automation technology program. Three robots, 3-D printers, laptop computers are some of the larger purchases made possible by these funds. Supplies, such as tools and software were also purchased with Capital Skills Funds.

Credit for Life Grant:

The \$5,000 awarded to District through this grant was used to purchase supplies for the Business Technology Career Pathway. The students in this department researched and developed presentations on the positive and negative uses of credit that consumers need to know. Stations were set up in the cafeteria and the entire grade 11 population of the school attended the presentations and visited each of the 10 stations where lessons were demonstrated.

Cummings Foundation Grant:

This grant allowed the district to conduct Saturday sessions for students from the district non-vocational high schools. The pathways of: Automotive Technology, Cosmetology, Drafting and Design, Design and Visual, Metal Fabrication and Plumbing were made available to this population. This program was conducted over twelve weeks during February, March and April.

SUMMER PROGRAMS

Northeast Metro Tech Summer School Program enjoyed another successful campaign since its inception in 1988. The Northeast Summer

School serviced high school students, from a number of surrounding communities, in six different academic areas including, Math, Science, English, Social Studies, Language, and Vocational Related. The goals of promoting a positive learning atmosphere, retention, and promotion, as well as providing skills to assist each student at the next grade level are paramount objectives behind the philosophical make-up of our summer school.

Our summer program also continued with its Basic Welding certification program. This program was not only extremely successful, but gives both students and adults, from our surrounding communities, an opportunity to explore and possibly begin new careers.

The Northeast Summer School program launched an on-line credit recovery program in 2014. In 2018, with the exception of a chemistry class with lab, all other courses were run through our on-line credit recovery program with our credit recovery specialist instructor, and meet all Massachusetts DESE curriculum frameworks.

COMMUNITY EDUCATION PROGRAM

The Community Education Program is a broad base collaborative community initiative assisting learners of all kinds complete their education and achieve economic self-sufficiency through empowerment skills, health care, support services and meaningful employment.

Our vision is to deliver educational experience in a positive environment that will enable Northeast to reach new heights together with our lifelong learning community. The focus of the Community Education Program is to offer programs that meet the demands of our learning populations. In doing this, we give people the opportunity to improve employment skills, fulfill lifelong goals, or enrich their lives with social activities. With the most qualified instructors, and state of the art labs Northeast strives to maintain the highest standards of education. Emphasis is on our new technology, upgrades such as brochure modification, new state of the art web site construction, and the introduction of new programs in the medical field, new culinary classes, continuing education in all construction related courses, computer and CAD classes, photography and many other enrichment courses.

2018 GRADUATES

The 2017-18 school year represents the Forty Sixth class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated

287 students. Breakdown of graduates' status after graduation is as follows:

Attending 4-year college	92	Employed	95
Attending 2-year college	60	Entering Military Service	6
Apprentice school	6	Other	28

SPECIAL EDUCATION ENROLLMENT

Special Education enrollment for the 2017-18 school year continued to represent approximately one quarter share of the total school enrollment with students. The 278 Special Education students represent 23% of the school population. Additionally, 93 students were eligible for services under section 504 of the Rehabilitation Act.

DISTRICT SCHOOL COMMITTEE ELECTION OF OFFICERS

At the Annual Organizational Meeting of the District School Committee on January 10, 2018 the following members were elected as Officers of the Northeast District School Committee:

Chairman	Deborah P. Davis, of Woburn
Vice Chairman	Judith M. Dymont, of North Reading
Secretary	Peter A. Rossetti, Jr. of Saugus
Treasurer	Larry Means, of Stoneham
Assoc. Treasurer	Vincent J. Carisella, of Wakefield

CONCLUSION

As Northeast celebrates its forty-seventh year of career/technical excellence with its twelve member communities, the district continues to offer students the finest career technical education with which to build a successful career.

The District supports curriculum in both academic and career technical classrooms with the latest equipment and technology. Evidence of our commitment is reflected in the State's grade 9 – 12 Dropout rate reports which indicates Northeast significantly lower at 0.6% versus the State rate of 2.0%. Recent graduate follow up data indicates that 98% of students from the Class of 2017 were positively placed in relevant post-secondary areas (Source: MA DESE CVTE Grad Follow-up Survey INTERIM Results, Nov 2017).

In fact, Northeast currently employs 30 alumni at the school, including the Superintendent-Director. Alumni's stories of success and their readiness and willingness to help their alma mater by recruiting graduates

for cooperative education experiences or employment is proof of their dedication to Northeast. Testimonials as to the success of our graduates continue to be received which makes us proud to have contributed in some small way to their accomplishments

The Northeast Class of 2017 achieved a 99.7% pass rate on the MCAS assessments. Northeast continues to offer school day MCAS Enrichment Classes and after school enrichment programs for those students in need of additional preparation for the MCAS. Northeast also offers a well-attended Summer Transition Program for incoming freshmen and as a Summer Enrichment Program for enrolled at risk students preparing for the MCAS state assessments.

The Career Center facilitates student access to technology to further learn business aspects of their industries, develop career plans, resumes, and comprehensive portfolios, and prepare college and other post-secondary documents with the assistance of our faculty including Career and Adjustment Counselors.

Northeast continues to provide students the finest career technical education with which to build a positive and productive post-secondary experience, be it college or career, offering experiences with the latest equipment and technology in both the career technical and academic programs.

Once again, I am proud to have represented Wakefield as a member of the Northeast Metropolitan Regional Vocational District School Committee. I will continue to serve as the guardian of funds allocated from the community to this educational institution and assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,
Vincent Carisella, Committee Member
Northeast School Committee
Wakefield Representative

ENROLLMENT HISTORY												
CITY/TOWN DISTRICT	S. Y. 05	S. Y. 06	S. Y. 07	S. Y. 08	S. Y. 09	S. Y. 10	S. Y. 11	S. Y. 12	S. Y. 13	S. Y. 14	S. Y. 15	S. Y. 16
	- 06	- 07	- 08	- 09	- 10	- 11	- 12	- 13	- 14	- 15	- 16	- 17
Chelsea	22 1	20 3	19 8	20 6	19 0	19 5	19 9	20 4	19 9	20 8	21 8	23 9
Malden	21 5	23 8	23 4	22 2	21 6	21 5	19 8	19 4	18 9	17 0	16 5	15 0
Melrose	56	64	64	48	45	62	61	67	74	62	60	42
North Reading	28	40	38	37	37	36	35	32	27	34	37	33
Reading	19 24	26 24	26 23	26 24	28 23	23 23	16 22	19 22	17 22	17 21	16 23	20 25
Revere	1 14	2 13	8 13	4 16	8 17	4 19	5 20	3 20	4 19	6 19	4 18	0 21
Saugus	6	7	8	1	4	1	4	0	0	9	7	5
Stoneham	34	46	44	46	52	54	59	69	73	71	62	59
Wakefield	59	65	61	84	91	98	79	70	68	64	63	68
Winchester	7	9	9	7	11	13	15	14	11	9	13	8
Winthrop	41	45	44	55	65	58	60	65	62	68 11	60 11	47 10
Woburn	99 11	97 12	97 11	70 12	59 12	55 12	65 12	83 12	98 12	5 12	4 12	5 12
TOTALS:	66	12	91	06	06	34	16	40	32	35	29	36
NON DISTRICT	43	47	53	39	42	31	35	28	29	32	30	10
GRAND	12	12	12	12	12	12	12	12	12	12	12	12
TOTAL:	09	59	44	45	48	65	51	68	61	67	59	46
SPECIAL NEEDS ENROLLMENT	28 7	32 0	34 2	33 3	32 3	33 0	33 1	32 6	31 3	31 7	31 4	27 8
% SPECIAL NEEDS ENROLLMENT	24 %	26 %	27 %	27 %	26 %	26 %	26 %	26 %	26 %	27 %	23 %	23 %

Municipal Gas and Light Department

Report of

**MUNICIPAL GAS AND LIGHT
DEPARTMENT**

Report of the Municipal Gas and Light Department

To the Citizens of the Town of Wakefield:

Our One Hundred Twenty Second Annual Report of the Municipal Gas and Light Department covers the fiscal period July 1, 2017 to June 30, 2018.

The total electric sales of the Department totaled 176,799,329 kWh compared to 179,275,316 kWh the prior year. This approximate 0.1% decrease was primarily attributable to seasonal weather differences. The peak month for electric usage was August with 19,698,047 kilowatt-hours of energy consumed. The highest single day usage was July 20, 2017 with 771,961 kWh sold. The winter peak month was January with 17,781,658 kilowatt-hours of energy consumed. The highest winter single day usage occurred on January 2, 2018 with a consumption of 702,642 kWh sold.

The department continued to connect several large new customer projects and continued to construct infrastructure to provide redundancy between the Beebe Substation and the Wallace Substation. The Department continues to upgrade its overhead and underground distribution infrastructure to improve system reliability and has continued to implement its multi-year plan to retire most of its older 4,160 volt system and replace it with a 13,800 volt system which will be more reliable and better equipped for future expansion. The Department efficiently and effectively responded to the numerous storms with minimal impact on the infrastructure. Vegetation Management remains a priority to continue to improve system reliability.

Total gas sales of the Department were 615,364 MCF were sold compared to 570,923 MCF in the prior year. This approximate 7.8% increase from the prior year is attributable to a more seasonable winter than the prior year. January was the peak month for gas usage with 137,055 MCF consumed that month.

The Department continued to manage its gas supply from the Kinder Morgan pipeline. The Department continues to replace old steel and cast iron gas mains with modern plastic gas mains, which will ensure a safe and reliable gas distribution system. Completed major gas main upgrades include the sections of Pleasant Street, Lowell Street, Water Street, Nahant Street and Juniper Ave.

The Department has upgraded its website and continues to improve its customer service options through its on line payment and paperless billing options.

The Department's energy conservation program that combines energy audits with rebates for the installation of weatherization material and the purchase of energy efficient appliances continues to be popular. Three hundred and forty seven customers received \$15,539 in rebates and \$22,8217 in conservation incentives. This program helps our customers reduce their gas and electricity use.

Respectfully submitted,

WAKEFIELD MUNICIPAL GAS AND LIGHT DEPARTMENT

Board of Commissioners

Jennifer Kallay - Chair

John J. Warchol - Secretary

Kenneth J. Chase Jr.

Kevin T. Haggerty

Wayne Tarr

Peter Dion – General Manager

TOWN OF WAKEFIELD, MASSACHUSETTS
MUNICIPAL GAS AND LIGHT DEPARTMENT AND SUBSIDIARY

CONSOLIDATED STATEMENT OF NET POSITION

JUNE 30, 2018

	<u>2018</u>
ASSETS	
Current:	
Unrestricted cash and short-term investments	\$ 4,706,938
Receivables, net of allowance for uncollectable	4,045,930
Prepaid expenses	3,012,302
Inventory	889,578
Substation land license fee	40,800
Due from MMWEC	<u>3,408,195</u>
Total current assets	16,103,743
Noncurrent:	
Restricted cash and investments	1,886,034
Substation land license fee	652,800
Capital Assets:	
Land and construction in progress	2,518,975
Other capital assets, net of accumulated depreciation	<u>44,856,273</u>
Total noncurrent assets	49,914,082
DEFERRED OUTFLOWS OF RESOURCES	
Related to pensions	<u>1,062,000</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u>67,079,825</u>
LIABILITIES	
Current:	
Accounts payable	7,927,060
Accrued liabilities	119,840
Loans payable	7,043,090
Customer deposits	1,356,078
Current portion of long-term liabilities:	
Bonds payable	1,023,036
Accrued employee compensated absences	<u>416,332</u>
Total current liabilities	17,885,436
Noncurrent:	
Bonds payable, net of current portion	13,481,786
Net pension liability	8,270,000
Net OPEB liability	2,606,275
Accrued employee compensated absences	<u>273,656</u>
Total noncurrent liabilities	24,631,717
DEFERRED INFLOWS OF RESOURCES	
Related to pensions	1,457,000
Related to OPEB	<u>216,990</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	44,191,143
NET POSITION	
Net investment in capital assets	27,374,937
Restricted for depreciation fund	185,212
Unrestricted	<u>(4,671,467)</u>
TOTAL NET POSITION	<u>\$ 22,888,682</u>

See notes to the financial statements

TOWN OF WAKEFIELD, MASSACHUSETTS
MUNICIPAL GAS AND LIGHT DEPARTMENT AND SUBSIDIARY

CONSOLIDATED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

FOR THE YEAR ENDED JUNE 30, 2018

	<u>2018</u>
Operating Revenues:	
Electric sales	\$ 28,588,276
Gas sales	<u>9,830,284</u>
Total Operating Revenues	38,418,560
Operating Expenses:	
Cost of purchased electricity	18,634,917
Cost of purchased natural gas	5,365,913
Operating	5,045,718
Maintenance	2,152,535
Depreciation	<u>3,990,126</u>
Total Operating Expenses	<u>35,189,209</u>
Operating Income	3,229,351
Nonoperating Revenues (Expenses):	
MMWEC refund	16,279
Interest income	36,683
Payment in lieu of taxes	(877,975)
Interest expense	(509,529)
Other	<u>240,226</u>
Total Nonoperating Revenues (Expenses)	<u>(1,094,316)</u>
Change in Net Position	2,135,035
Net Position at Beginning of Year, as restated	<u>20,753,647</u>
Net Position at End of Year	<u><u>\$ 22,888,682</u></u>

TOWN OF WAKEFIELD
MUNICIPAL GAS AND LIGHT DEPARTMENT AND SUBSIDIARY

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2018

	<u>2018</u>
<u>Cash Flows From Operating Activities:</u>	
Receipts from customers and users	\$ 38,922,903
Payments to vendors and employees	<u>(31,504,248)</u>
Net Cash Provided By (Used For) Operating Activities	7,418,655
<u>Cash Flows From Noncapital Financing Activities:</u>	
MMWEC refund	16,279
Payment in lieu of taxes	(877,975)
Substation land license fee	40,800
Other	<u>400,234</u>
Net Cash Provided By (Used For) Noncapital Financing Activities	(420,662)
<u>Cash Flows From Capital and Related Financing Activities:</u>	
Loan proceeds	6,685,556
Acquisition and construction of capital assets	(7,898,636)
Principal payments on bonds	(1,023,036)
Principal payments on notes	(78,616)
Other	<u>(669,536)</u>
Net Cash (Used For) Capital and Related Financing Activities	(2,984,268)
<u>Cash Flows From Investing Activities:</u>	
Investment income	36,683
Net Cash Provided By (Used For) Investing Activities	<u>36,683</u>
Net Change in Cash and Short-Term Investments	4,050,408
Total Cash and Short Term Investments, Beginning of Year	<u>2,542,564</u>
Total Cash and Short Term Investments, End of Year	<u><u>\$ 6,592,972</u></u>
<u>Reconciliation of Operating Income to Net Cash:</u>	
Operating income	\$ 3,229,351
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation expense	3,990,126
Changes in assets and liabilities:	
Accounts receivable	(228,004)
Prepaid expenses	67,893
Inventory	(74,940)
Due from MMWEC	(2,284,207)
Deferred outflows - related to pensions	894,000
Accounts payable	2,685,750
Accrued liabilities	14,554
Net pension liability	(1,783,000)
Net OPEB liability	(792,725)
Other liabilities	147,867
Deferred outflows - related to pensions	1,335,000
Deferred outflows - related to OPEB	<u>216,990</u>
Net Cash Provided By (Used For) Operating Activities	<u><u>\$ 7,418,655</u></u>

Vital Statistics

Reports of

TOWN CLERK

TOWN TREASURER

Annual Town Election
April 24, 2018
OFFICIAL RESULTS

PRECINCTS	1	2	3	4	5	6	7	TOTAL
Registered Voters	2873	2428	2584	2434	2763	2782	2526	18390
Number Voting	566	343	460	516	551	495	650	3581
% Voting	19.70%	14.13%	17.80%	21.20%	19.94%	17.79%	25.73%	19.47%
BOARD OF SELECTMEN 3 YR TERM								
*Paul R. DiNocco candidate for re-election	229	145	175	190	226	176	247	1388
Brian E. Falvey candidate for re-election	235	133	157	165	195	175	243	1303
Deborah M. Butler	220	127	142	172	204	203	268	1336
*Julie Smith-Galvin	290	175	308	368	337	308	338	2124
Write-Ins	3	4	4	0	3	4	2	20
Blanks	155	102	134	137	137	124	202	991
TAX COLLECTOR 3 YR TERM vote for one								
*Kathleen M. Kelly candidate for re-election	393	244	332	366	393	368	450	2546
Write-Ins	2	2	0	1	2	2	3	12
Blanks	171	97	128	149	156	125	197	1023
MODERATOR 1 YR TERM vote for one								
*William Harbison Carroll candidate for re-election	381	224	309	353	377	343	406	2393
Write-Ins	5	4	6	7	5	4	9	40
Blanks	180	115	145	156	169	148	235	1148
MUNICIPAL GAS & LIGHT COMM 3 YR TERM								
*Kenneth J. Chase, Jr. candidate for re-election	252	165	184	215	252	237	282	1587
Robert J. Brooks, Jr.	69	37	57	61	73	56	82	435
*Jennifer Kallay	291	177	285	300	342	290	356	2041
Wayne M. Tarr	235	144	173	195	200	165	244	1356
Write-Ins	0	0	0	0	0	0	1	1
Blanks	285	163	221	261	235	242	335	1742
SCHOOL COMMITTEE - 3 YR TERM								
*Colleen E. Guida	252	142	270	363	283	242	243	1795
James A. Horne	29	31	27	40	32	36	33	228
*Aimee J. Purcell	313	154	191	215	241	255	267	1636
Susan L. Veilleux	182	130	133	122	187	143	269	1166
Robert E. Vincent	172	105	153	132	195	190	261	1208
Write-Ins	0	0	1	1	3	2	1	8
Blanks	184	124	145	159	161	122	226	1121
MEM LIBRARY TRUSTEES - 3 YEAR TERM								
*Kevin Patrick Scanlon candidate for re-election	362	205	289	333	360	335	398	2282
*Cindy A. Schatz candidate for re-election	351	194	296	342	355	332	389	2259
*Aimee Lominac	346	195	298	341	347	324	371	2222
Write-Ins	3	3	1	1	1	2	6	17
Blanks	636	432	496	531	590	492	786	3963
PLANNING BOARD - 5 YEAR TERM vote for one								
*Christopher J. Fowlie candidate for re-election	361	210	305	340	354	330	381	2281
Write-Ins	5	2	1	0	4	1	6	19
Blanks	200	131	154	176	193	164	263	1281
BOARD OF HEALTH - 3 YEAR TERM vote for one								
*Laurel Skinder Gourville candidate for re-election	273	171	272	324	329	315	351	2035
Sonia Borda	193	94	110	94	132	109	181	913
Write-Ins	0	1	0	1	0	0	2	4
Blanks	100	77	78	97	90	71	116	629
BOARD OF ASSESSORS - 3 YEAR TERM vote for one								
*Jane A D'Addario candidate for re-election	371	211	309	345	356	335	395	2322
Write-Ins	1	2	1	1	2	2	5	14
Blanks	194	130	150	170	193	158	250	1245
QUESTION:								
Shall this Town approve the Charter amendment proposed by the Town Meeting summarized below?								
SUMMARY:								
Town Meeting proposed an amendment that would change the name of the Board of Selectmen to the "Town Council."								
Members of the Town Council would be known as "Councillors" and the chair of that or any other public body would be known as the "Chairperson."								
* YES	282	171	251	283	315	290	344	1936
NO	204	141	149	155	179	163	213	1204
BLANKS	80	31	60	78	57	42	93	441
* ELECTED / PASSED								

REPORT OF THE TOWN CLERK

ANNUAL TOWN MEETING APRIL 30, 2018

At 7:00 p.m. on Monday, April 30, 2018, Moderator William Harbison Carroll called the Annual Town Meeting to order in the Galvin Middle School Auditorium, 525 Main Street, Wakefield, MA with 255 registered voters present. The Constable Return was read into the record. Visitors were announced. Betsy Sheeran, Town Clerk, led the Town Meeting in the Pledge of Allegiance.

Moderator Carroll presented Article 1 as follows:

ARTICLE 1

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 and 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned 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, 2018 to June 30, 2019, the grand total amounting to \$95,782,071.00. 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. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 2 as follows:

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 as follows, or to see what the Town will do about it.

CAPITAL OUTLAY COMMITTEE

MOTION: Capital Outlay Committee member Shawn Margerison motioned that the Town vote to raise and appropriate from tax levy the amount of \$1,997,644.00 and transfer the amount of \$168,750.00 from the sewer receipts account to the sewer department capital outlay account and the sum of \$112,982.00 from the water receipts account to the water department capital outlay account to carry out the purpose of Article 2 as stated in the recommendation book. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carrol presented Article 3 as follows:

ARTICLE 3

To see if the Town will vote to raise and appropriate from tax levy 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town raise and appropriate from tax levy to the Capital Projects fund, also known as the Debt Service Fund, the sum of \$4,552,000.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 4 as follows:

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, 2018 as the Board of Light Commissioners may vote in computing the tax rate for the fiscal period July 1, 2018 to June 30, 2019, or to see what the Town will do about it.

MUNICIPAL LIGHT COMMISSIONERS

MOTION: Town Administrator Stephen P. Maio motioned 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 and Light Department as of June 30, 2018 as the Board of Light Commissioners may vote in computing the tax rate for fiscal period July 1, 2018 to June 30, 2019 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 5 as follows:

ARTICLE 5

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Lucius Beebe Memorial Library Staff Association for the period of July 1, 2018 to June 30, 2021 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to implement collective bargaining agreements between the Town of Wakefield and the Lucius Beebe Memorial Library Staff Association for the period of July 1, 2018 to June 30, 2021 and to provide therefor that the Town supplement the Library Personal Services Account by raising an appropriation from tax levy in the amount of \$27,000. to carry out the purposes of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 6 as follows:

ARTICLE 6

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Clerical (Town Hall) AFSCME Council 93, Local 3117 for the period July 1, 2018 to June 30, 2021 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Clerical (Town Hall) AFSCME Council 93, Local 3117 for the period of July 1, 2018 to June 30, 2021 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. The Motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 7 as follows:

ARTICLE 7

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Massachusetts Laborers District Council, Local 381 for the period of July 1, 2018 through June 30, 2021 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Massachusetts Laborers District Council, Local 381 for the period of July 1, 2018 to June 30, 2021 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. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 8 as follows:

ARTICLE 8

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 to raise this appropriation by borrowing or otherwise, or to take any other action related thereto, or to see what the Town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town appropriate the sum of \$8 million 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 raise this appropriation the treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$8 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 to carry out the purpose of the Article. The motion was seconded. The Finance Committee recommended favorable action. This Article requires a 2/3 vote.

VOTE: Motion carries 168-41.

Moderator Carroll presented Article 9 as follows:

ARTICLE 9

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 Fire Department budget for the period of July 1, 2017 to June 30, 2018, or to see what the town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town transfer from Free Cash the amount of \$165,000.00 to the personal services account of the Fire Department budget to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 10 as follows:

ARTICLE 10

To see if the Town will vote to raise and appropriate or transfer from available funds, a sufficient sum of money to supplement the School Department budget for the period of July 1, 2017 to June 30, 2018 to provide for the payment of Special Education costs by appropriating from the Special Education Stabilization Fund, or to see what the Town will do about it.

SCHOOL COMMITTEE

MOTION: Superintendent of Schools Kim Smith motioned that the Town supplement the School Department budget for the period of July 1, 2017 to June 30, 2018 by transferring the sum of \$175,000.00 from the Special Education Stabilization Account created under Article 7 of the 2014 Annual Town Meeting Warrant to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 11 as follows:

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to petition the Legislature for passage of special legislation substantially as provided below, 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: AN ACT AUTHORIZING THE TOWN OF WAKEFIELD TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION.

SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential in the Town of Wakefield there shall be an exemption from the property tax in an amount to be set annually by the Board of Assessors as provided in section 3. The exemption shall be applied to the domicile of the taxpayer only. For the purposes of this act, "parcel" shall be a unit of real property as defined by the Board of Assessors under the deed for the property and shall include a condominium unit. The exemption provided for herein shall be in addition to any and all other exemptions allowed by the General Laws. SECTION 2. The Board of Assessors may deny an application if they find the applicant has excessive assets that place the applicant outside the category of intended recipients of the senior exemption created by this act. Real property shall qualify for the exemption under section 1 if all of the following criteria are met: (a) The qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under section 6(k) of chapter 62 of the General Laws; (b) The qualifying real property is owned by a single applicant age 65 or older at the close of the previous year or jointly by persons either of whom is age 65

or above at the close of the previous year and if the joint applicant is 60 years of age or older; (c) The qualifying real property is owned and occupied by the applicant or joint applicants as their domicile; (d) The applicant or at least one of the joint applicants has been domiciled and owned a home in the Town of Wakefield for at least 10 consecutive years before filing an application for the exemption; (e) The assessed value of the domicile is no greater than the prior year's maximum assessed value for qualification for the circuit breaker income tax credit under section 6(k) of chapter 62 of the General Laws as adjusted annually by the Department of Revenue; and (f) The Board of Assessors has approved the application. SECTION 3. The Board of Assessors shall annually set the exemption amount provided for in section 1, provided that the amount of the exemption shall match the amount of the circuit breaker income tax credit under section 6(k) of chapter 62 of the General Laws for which the applicant qualified in the previous year. The total amount exempted by this act shall be allocated proportionally within the tax levy on all residential taxpayers. SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the Board of Assessors, file an application, on a form to be adopted by the Board of Assessors, with the supporting documentation of the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption. SECTION 5. No exemption shall be granted under this act until the Department of Revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy. SECTION 6. This act shall expire after 3 years of implementation of the exemption, or to see what the Town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town authorize the Board of Selectmen to petition the State Legislature to enact Special Legislation as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 12 as follows:

ARTICLE 12

To see if the Town will vote to approve the Wakefield Retirement Board's vote to increase the maximum base amount on which the cost-of-living adjustment is calculated for Wakefield Retirement System retirees and survivors from \$12,000.00 to \$14,000.00 for FY 19 and subsequent years in accordance with M.G.L. Chapter 32, § 103(j), or to see what the Town will do about it.

WAKEFIELD RETIREMENT BOARD

MOTION: Town Administrator Stephen P. Maio motioned that the Town approve the Wakefield Retirement Board's vote to increase the maximum base amount on which the cost-of-living adjustment is calculated from \$12,000 to \$14,000 for FY 2019 and subsequent years in accordance with M.G.L. Chapter 32, § 103(j) to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 13 as follows:

ARTICLE 13

To see if the Town will vote to authorize the Board of Selectmen 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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town authorize the Board of Selectmen 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 provide therefor, that the Town raise and appropriate from tax levy the sum of \$1.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action. This motion requires a 2/3 vote.

VOTE: Motion carries – Unanimous vote.

Moderator Carroll presented Article 14 as follows:

ARTICLE 14

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.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town raise and appropriate from tax levy the sum of \$1,798,000.00 for the collection, disposal, recycling and composting of refuse to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 15 as follows:

ARTICLE 15

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

BOARD OF SELECTMEN

MOTION: Director of Public Works Richard Stinson motioned that the Town raise and appropriate from tax levy the sum of \$350,000.00 for roadway improvements to carry out the purpose of this Article. A motion to amend was presented by Daniel Sherman to increase the amount by \$150,000. The motion to amend was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 16 as follows:

ARTICLE 16

To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money for construction of new sidewalks, or to see what the Town will do about.

BOARD OF SELECTMEN

MOTION: Director of Public Works Richard Stinson motioned that the Town raise and appropriate from tax levy the sum of \$75,000.00 to carry out the purpose of this Article. A motion to amend was presented by Daniel Sherman to increase the amount by \$25,000.00. The motion to amend was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 17 as follows:

ARTICLE 17

To see if the Town will vote to raise and appropriate from tax levy, or transfer from Water Enterprise and Sewer Enterprise or other available funds, a sufficient sum of money for the replacement of the public works mobile radio system, or to see what the Town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town raise and appropriate \$125,000.00 with \$85,000.00 from tax levy and the sum of \$20,000.00 from the Sewer Enterprise Account and the sum of \$20,000.00 from the Water Enterprise Account to carry out the purpose of Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 18 as follows:

ARTICLE 18

To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money for water main improvements, and to determine whether the appropriation shall be raised by borrowing or otherwise, or to see what the Town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town appropriate the sum of \$4,085,000.00 for the purpose of water main improvements, including design, construction, and other costs related thereto; and to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the said sum under and pursuant to G.L. c. 44, § 7, or any other enabling authority, which may include the Local Water System Assistance Program of the Massachusetts Water Resources Authority, and to issue bonds or notes of the Town therefor, provided that 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 G.L. c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable.

VOTE: Motion carries unanimously.

Moderator Carroll presented Article 19 as follows:

ARTICLE 19

To see if the Town will vote to authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease of up to 99 years with the Massachusetts Bay Transportation Authority (the "MBTA") for all or any portion of the land, premises, easements, rights-of-way and other rights in Wakefield comprising the former Newburyport Branch railroad right-of-way held by the MBTA, some or all of which was acquired by the MBTA by Order of Taking dated February 16, 1977, and recorded in the Middlesex South District Registry of Deeds at Book 13156, Page 34, for the purposes of establishing, constructing, operating and maintaining a multi-use rail trail, with related facilities and improvements, for non-motorized transportation, open space and recreation purposes including walking, running, road and mountain bicycling, wheelchairs, accessible cycling equipment, inline skating, scooters, tricycles, rolling backpacks, strollers, cross-country skiing, snow-shoeing, and other forms of active and passive recreation, and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth; or to see what the Town will do about it.

BOARD OF SELECTMEN

MOTION: Town Administrator Stephen P. Maio motioned that the Town authorize the Board of Selectmen, in the name and behalf of the Town, to execute a lease of up to 99 years with the Massachusetts Bay Transportation Authority (the "MBTA") for all or any portion of the land, premises, easements, rights-of-way and other rights in Wakefield comprising the former Newburyport Branch railroad right-of-way held by the MBTA, some or all of which was acquired by the MBTA by Order of Taking dated February 16, 1977, and recorded in the Middlesex South District Registry of Deeds at

Book 13156, Page 34, for the purposes of establishing, constructing, operating and maintaining a multi-use rail trail, with related facilities and improvements, for non-motorized transportation, open space and recreation purposes including walking, running, road and mountain bicycling, wheelchairs, accessible cycling equipment, inline skating, scooters, tricycles, rolling backpacks, strollers, cross-country skiing, snow-shoeing, and other forms of active and passive recreation, and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries unanimously.

Moderator Carroll presented Article 20 as follows:

ARTICLE 20

To see if the Town will vote to amend § 190-73 of the Zoning Bylaws, concerning the fees charged by the Zoning Board of Appeals, as follows: by deleting subsection A and replacing it with the following: "For all applications there is a fee of \$250 to cover the cost of advertising. A fee of \$2.00 per abutter will be charged for each abutter to be notified by mail." And (1) by revising the fees set forth in subsections B(1) and B(2) as set forth below, deleting the amounts shown with strike-throughs and replacing them with the underlined amounts: "B. In addition, the following fees shall be paid: "(1) Applications for petitions before the Zoning Board of Appeals: "(a) Appeals from actions of administrative officials or agencies: ~~\$125.00~~ 250.00; "(b) Residential variances related to dimensional regulations: ~~\$50.00~~ 150.00; "(c) Nonresidential variances related to dimensional regulations: ~~\$100.00~~ 300.00; "(2) Applications for petitions before a special permit granting authority: "(a) Multifamily or attached dwelling development: ~~\$70.00~~ 100.00 per residential unit; "(b) Cluster development: ~~\$70.00~~ 100.00 per residential unit; "(c) Any other special permit required by this chapter: ~~\$100.00~~ 200.00.", or to see what the Town will do about it.

BOARD OF APPEALS

MOTION: Chair of the Board of Appeals David Hatfield Town amend the Zoning Bylaws as described to carry out the purpose of this Article. A motion to amend was made to refer this Article to the Zoning Board of Appeals for further study. The motion to amend was seconded.

VOTE: Motion to amend carries.

Moderator Carroll presented Article 21 as follows:

ARTICLE 21

To see if the Town will vote to amend the General Bylaws as follows: a. by deleting therefrom the following: 1. Chapter 14, entitled "Council on Aging"; 2. Chapter 43, entitled "Personnel Policies and Compensation"; 3. Chapter 47, entitled "Purchasing"; 4. § 56-3, entitled "Appointments", within Chapter 56, entitled "Selectmen, Board of"; and 5. Chapter 115, entitled "Excavations"; b. by making the following language clarifications: 1. amending Chapter 62, entitled "Treasurer", as follows: i. in § 62-1, entitled "Assignment of tax titles," replacing "Treasurer of the town" with "Treasurer" and

replacing “by and with the consent of the Selectmen” with “by and with the consent in writing of the Board of Selectmen”; ii. in § 62-2, entitled “Conveyance of property”, replacing “Town Treasurer” with “Treasurer” and replacing “with the approval” with “by and with the consent”; and iii. In both the said §§ 62-1 and 62-2, capitalize the word “town” wherever it appears; 2. amending Chapter 78, entitled “Alcoholic Beverages”, by deleting the first sentence thereof and replacing it with the following: “No person shall drink or possess an open or partially emptied container of any alcoholic beverages as defined in G.L. c. 138, § 1 while on, in or upon any public way or upon any way to which the public has a right of access, or any place to which members of the public have access as invitees or licensees, or any park or playground, or any private land or place, without consent of the owner or person in control thereof.”; and 3. amending Chapter 100, entitled “Cemeteries”, by deleting the text of § 100-1 thereof, entitled “Funds for Forest Glade Cemetery”, and replacing it with the following: “Funds, money, and securities deposited with the Treasurer in accordance with the provisions of G.L. c. 114, § 19, or otherwise, for the preservation, care, improvement, or embellishment of Forest Glade Cemetery, or of burial lots therein, shall be paid into the Town treasury, and all such funds, money, and securities, and the accounts thereof, shall be kept separate from other funds, money, securities, and accounts of the Town.”; and c. by making the following changes to conform with current practice, applicable law and contemporary usage: 1. amending Chapter 17, entitled “Counsel”, as follows: i. deleting the text of § 17.1, entitled “Appointment; term”, and replacing it with the following: “The Board of Selectmen shall appoint an attorney at law to act as Town Counsel pursuant to § 5-4 of the Charter.”; ii. deleting § 17.2, entitled “Duties and responsibilities”, and replacing it with the following: § 17-2. Delegation of duties; scope of representation. “The Town Counsel may delegate to others his duties described in § 5-4 of the Charter (e.g., bond counsel, insurance defense counsel, collective bargaining counsel, etc.) with the approval of the Board of Selectmen. In the event that multiple boards or officers of the Town have inconsistent positions on legal issues, the Town Counsel shall proceed as instructed by the Board of Selectmen, which alone has the right to direct litigation by or on behalf of the Town. The Town Counsel shall represent and advise the School Department and the Wakefield Municipal Gas and Light Department to the extent and on the terms approved by the Board of Selectmen.” 2. amending Chapter 21, entitled “Departments”, by deleting the text of § 21-1, entitled “Disposition”, and replacing it with the following: “Subject to G.L. c. 30B and all other applicable state laws and any applicable provisions of the Charter, every board or officer in charge of any department within the jurisdiction of the Board of Selectmen may, with the approval of the Selectmen, sell or trade in any personal property or material not required by such department, and the School Department and Library may do the same with the approval of the School Committee and Board of Library Trustees, respectively.” 3. amending Chapter 36, entitled “Meetings”, as follows: i. deleting the text of § 36-1, entitled “Annual Town Meeting”, and replacing it with the following: “The annual Town election shall be held on the last Tuesday of April in each year. All matters to be considered at the Annual Town Meeting, other than the election of Town officers and such matters as are by law to be determined by ballot, shall be brought before the Town at a meeting to be held on the evening of the first Monday following the Town election.”; ii. in § 36-2, entitled “Notice”, inserting after “an Annual Town Meeting” the words “or an Annual Financial Meeting as defined in § 2-9(a) of the Charter”; iii. deleting the text of § 36-9, entitled “Time limit for debate”, and replacing it with the following: “On motions to adjourn, to lay on the table, to take from the table and for the previous question, no person shall speak on the motion more than two (2) minutes at a time.”; iv. in § 36-10, entitled “Form and adoption of questions”, by adding the following after “Shall the main question be now put?”: “or ‘I move the question,’”; v. in § 36-14, entitled “Action on committee reports”, by adding the word “final” before the word “report”; vi. deleting the text of § 36-15, entitled “Reconsideration”, and replacing it with the following: “If at a meeting of one or more sessions a motion has once been made and voted on, such motion shall not be again considered at that meeting, except at a later session of the meeting upon a motion for reconsideration by a two-thirds vote, subject in all events to the provisions of § 2-9(g)(1) of the Charter concerning written notice to be filed with the Town Clerk. There can be no reconsideration of a vote at any session of a meeting once the vote has been reconsidered or after a vote not to reconsider it.”; vii. deleting the text of § 36-16, entitled “Rules

of practice”, and replacing it with the following: “The conduct of all Town Meetings not prescribed by law, by the Charter, or by the rules set forth in this Chapter shall be governed by the latest edition of Robert’s Rules of Order, so far as they are adapted to Town Meetings, and the latest edition of Town Meeting Time shall be used as an interpretive guide.”; and viii. deleting the text and title of § 36-17, entitled “Motion to reconsider”, and replacing it with the title “Intentionally left blank.”; 4. amending Chapter 142, entitled “License and Permits”, by deleting the words “shall annually” from § 142-1, entitled “List to be provided”, and replacing them with the words “may periodically”, or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Daniel Lieber, Chair of the Bylaw Review Committee, motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded.

VOTE: Motion carries.

Moderator Carroll presented Article 22 as follows:

ARTICLE 22

To see if the Town will vote to amend the General Bylaws as follows: a. by amending Chapter 1, entitled “General Provisions”, as follows: 1. adding at the end of § 1-3, entitled “Record of bylaws”, the following: “The Town Clerk shall cause a true copy of the General Bylaws and the Zoning Bylaws of the Town to be available online.”; 2. adding at the end of § 1-5, entitled “Word usage”, the following: “G. Wherever in these bylaws written notice is required, unless some specific form thereof is called for (such as by certified mail or hand delivery), electronic notice will suffice if acknowledged by the recipient.”; 3. deleting the text of § 1-6, entitled “Violations and penalties”, and replacing it with the following: “Whoever violates any of the provisions of these bylaws whereby any act or thing is enjoined or prohibited shall, unless other provision is expressly made, forfeit and pay to the Town a fine in the amount of \$100 for the first offense, \$200 for the second offense occurring within one year of the first offense, and \$300 for each offense occurring thereafter within one year of the first offense. Each day, or portion thereof, that any violation continues shall constitute a separate offense.”; 4. combining the text of subsections A and B of § 1-7, entitled “Noncriminal disposition”, into a single subsection A, re-lettering subsection C as subsection B, and deleting the final subsection; 5. deleting the text of § 1-8, entitled “Refusal to comply with order”, and replacing it with the following: “Whoever shall refuse or neglect to obey any lawful order of any town officer or board of town officers, issued under any of these bylaws, directed to him and properly served upon him in writing, shall, in cases not otherwise provided for, forfeit and pay to the Town a fine in the amount of \$100 for the first offense, \$200 for the second offense occurring within one year of the first offense, and \$300 for each offense occurring thereafter within one year of the first offense. Each day, or portion thereof, that any violation continues shall constitute a separate offense.”; and 6. replacing the word “bylaw” with the words “bylaw or regulation” in § 1-10, entitled “Disposition of fines and penalties”; b. by amending Chapter 51, entitled “Reports”, as follows: 1. deleting the text of § 51-1, entitled “Deadline for Inclusion in Annual Report”, and replacing it with the following: “Reports of officers, boards, committees and commissions intended for publication in the Annual Town Report shall be delivered to the Town Administrator or his or her designee not later than March 15 of each year.”; 2. deleting fourteen (14)” from § 51-2, entitled “Publication of Annual Town Report”, and replacing it with “seven (7)”; and 3. in § 51-3, entitled “Purpose and contents of Annual Town Report”, by deleting the reference to “Disability Commission”, replacing the words “Town Treasurer” with “Treasurer”, and inserting under the heading “Health and

Welfare”, the following: “Commission on Disability Issues” “Veterans’ Services” “Human Rights Commission”; c. by amending Chapter 75, entitled “Alarms”, as follows: 1. in § 75-2, entitled “Definitions”, adding the following as the first definition: “ADMINISTRATORS – The Chief of Police or his/her designee and the Chief of the Fire Department or his/her designee shall be the administrators for alarm devices within the Town and shall have the powers granted to the administrators under this chapter. The administrators shall act under the direction and control of the Board of Selectmen, who are authorized to adopt regulations for the administration of this chapter.”; 2. deleting § 75-3, entitled “Administrators”, and replacing it with: “§ 75-3. Reserved.”; 3. in § 75-10, entitled “False alarm charges”, replacing “Town’s fiscal year” in the two places the phrase occurs with “calendar year”; 4. deleting § 75-13, entitled “Appeal fees”, and replacing it with: “§ 75-13. Reserved.”; and 5. in § 75-14, entitled “Charges and fees paid into general fund”, deleting the words “and appeal fees”; d. by amending Chapter 108, entitled “Earth Removal”, as follows: 1. in § 108-1, entitled “Permit required; exceptions; conditions”, in subsection A replacing the words “Board of Appeals” with “Zoning Board of Appeals (hereinafter, the ‘Board’)”, and in subsection C replacing the words “Board of Appeals” with the word “Board”; 2. in § 108-2, entitled “Removal of soil or loam”, deleting the words “soil district supervisor and the County Extension Director or agent, or their successors,” and replacing them with “state officials”; and 3. in § 108-4, entitled “Violations and penalties”, deleting the text and replacing it with the following: “The violation of any provision of this Article is punishable by a fine of \$100 for the first violation, \$200 for the second, and \$300 per violation for a third or subsequent violation. Each calendar day that a violation continues shall constitute a separate violation. This Article shall be enforced by the Building Inspector, and in his or her discretion may be made the subject of non-criminal disposition proceedings commenced pursuant to G.L. c. 40, § 21D.”; e. by amending Chapter 112, entitled “E-911 Telephone System”, as follows: 1. in § 112-3, entitled “Definitions”, adding the following as the first definition: “ADMINISTRATOR – The Chief of Police or his/her designee shall be the administrator for the enhanced (E-911) telephone system within the Town and shall have the powers granted to the administrator under this chapter. The administrator shall act under the direction and control of the Board of Selectmen, who are authorized to adopt regulations for the administration of this chapter.”; 2. in § 112-4, entitled “Charges for false calls”, deleting the following: “, who shall be the Police Chief or his designee.”; 3. deleting § 112-7, entitled “Appeal fees,” and replacing it with: “§ 112-7. Reserved.”; and 4. in § 112-8, entitled “Charges and fines paid into general fund”, deleting the words “and appeal fees”; f. by amending Chapter 119, entitled “Fees,” as follows: 1. in § 119-2, entitled “Other boards and agencies”, by: i. deleting the text under the heading “A. Sealer of Weights and Measures”, and replacing it with the following: “(1) Liquid capacity measure of capacity of more than one gallon and measures on pumps: \$40 each “(2) All other weights and measures: \$25 each.” And ii. deleting the text under the heading “B. Other fees”, and replacing it with the following: “(1) License for automatic amusement devices: \$100 “(2) License for innholders and restaurants: \$50 “(3) License for fortune-tellers: \$50 “(4) Transient vendor license: \$50 plus \$25 per employee “(5) Common victualer license: \$25 “(6) Innholder license: \$50 “(7) Video machine license: \$100”; 2. by deleting the text of § 119-3, entitled “Building permit fee schedule”, and replacing it with the fee schedule that is on file with the Town Clerk; and 3. by deleting subsections “B” and “Q” of § 119-4, entitled “Miscellaneous fees”, and replacing them with the following: “B. Oil burner: \$50”, and “Q. Fire Dept. inspection fee for residential plan review: \$50”; and g. by amending Chapter 138, entitled “Lake Quannapowitt”, as follows: 1. by adding the words “or having an electric motor of equivalent or greater power” after the words “ten (10) horsepower” in § 138-2, entitled “Regulations for power-driven craft”; 2. in § 138-4, entitled “Waterskiing and related activities”, by replacing the reference to “§ 184-3” with “§ 138-3”; and 3. by deleting from § 138-5, entitled “Aircraft”, the words “Board of Public Works” and replacing them with “Board of Selectmen”, or to see what the Town will do about it.

BY-LAW REVIEW COMMITTEE

MOTION: Daniel Lieber, Chair of the Bylaw Review Committee motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 23 as follows:

ARTICLE 23

To see if the Town will vote to amend Chapter 9 of the General Bylaws, entitled "Boards, Committees and Commissions," as follows: a. in Article III, § 9-3, replacing the words "Handicapped Commission" with the words "Commission on Disability Issues"; b. in Article IV, concerning the Finance Committee, replace § 9-4, entitled "Membership; appointment; terms; officers; records" with the following: "There shall be a Finance Committee consisting of fifteen (15) members who shall be appointed in the manner prescribed by § 2-5(b) of the Charter."; c. in Article IV, concerning the Finance Committee, revise § 9-6, entitled "Vacancies," by replacing the word "Moderator" with the following: "Finance Committee Selection Committee, as set forth in § 2-5(b) of the Charter, excepting only that in such case such committee shall consist of the Moderator, the Chairman of the Board of Selectmen and the Chairman of the Finance Committee"; d. in Article V, concerning the Permanent Building Committee, replacing the text of § 9-8, entitled "Membership; appointment; term; officers; records," with the following: "There shall be a Permanent Building Committee consisting of six members who shall be residents of the Town, and who shall be appointed by the Board of Selectmen for a term of three years each. The terms of such members shall be staggered so that two members shall be appointed each year. In any year when, because of the transition from nine to six members, three members' terms expire, the Selectmen shall nonetheless elect or re-elect only two members. To the extent possible, the Selectmen shall appoint members who have experience in architecture, engineering, Public/commercial building construction, law and/or finance. The Permanent Building Committee shall, at its first meeting each year after the Selectmen have exercised their power of appointment, organize by electing a Chair, who shall conduct the meetings of the said Committee, and a Secretary, who shall cause the minutes of such meetings to be kept. Terms shall expire on December 31 of each year. A member may hold his or her seat after his or her term expires until a successor is appointed. If a member vacates his or her seat before the expiration of his or her term, the Selectmen shall appoint a replacement to complete the unexpired term." e. in Article V, replace § 9-10, entitled "Advisory Committee," with the following: "Section 9-10. Expansion of Committee for each project; advisory committees. "Whenever Town Meeting approves a project that is subject to the jurisdiction of the Permanent Building Committee, the said committee shall be expanded solely for the purpose of addressing that project by the appointment of three additional members. Such additional members shall be appointed by vote of the relevant User Agency, which term shall mean an elected or appointed board, committee or commission, including the Board of Selectmen, School Committee, Library Trustees and Municipal Gas & Light Department, having responsibility for the building in question, provided that in the case of any school project, the additional members shall include at least one member of the School Committee or its designee. The term of office of the said additional members shall be until the earlier of the expiration of three years or the acceptance by Town Meeting of the final report of the Permanent Building Committee (as so expanded) with respect to the completion of the said project. In the event of a vacancy among such additional members, the relevant User Agency shall vote to fill the position for the unexpired term. If the term of office of such additional members shall expire prior to the acceptance of the said final report, then their successors shall be appointed, or they shall be re-appointed, by vote of the relevant User Agency, each until the earlier of the expiration of three years or the acceptance by Town Meeting of the report of the Permanent

Building Committee (as so expanded). Additionally, when authorized by Town Meeting, a building or project advisory committee consisting of one or more members designated by the Town Moderator shall be appointed for the purpose of advising the Permanent Building Committee with assessments, feasibility studies and development of program needs for one or more specific projects. Such advisory committee shall invite to its meetings representatives of the Board of Health, the Commission on Disability Issues and the User Agency.” f. in Article V, § 9-17, entitled “Consideration of applicants,” add the following as the final sentence: “Vacancies on all appointed boards shall be filled as soon as practicable.”; and g. adopt the following as §§ 9-19 through 9-27: “Article VIII. Governance of Multiple Member Bodies “Section 9-19. Scope. “Any multiple member body of the Town of Wakefield, however constituted and named, shall be covered by this article. This includes, but is not limited to boards, committees, commissions, subcommittees, councils and advisory boards, whether elected, appointed, or otherwise has members and serves a public purpose. A public body appointed by a Town officer solely for the purpose of advising the same officer shall be exempt from this article. Town Meeting is exempt from this article. “Section 9-20. Rules of Order. “For all multiple member bodies, unless required by a General Law, Charter, other Bylaws or otherwise, meetings shall be conducted using the most recent revision of Roberts Rules of Order. “Section 9-21. Assignment of Chair. “Except where designated by General Law, Charter, or other Bylaws, each multiple member body shall elect from its membership a Chair at the first meeting after it is created. For standing multiple member bodies or those that exist for more than one calendar year, a Chair shall be elected at the first meeting following the regular elections for Town officers according to the Wakefield Home Rule Charter, Section 3-1(c). At the request of any two members of a multiple member body, an election for chair may also be taken at any meeting provided the intention to request the vote is announced at a duly called meeting at least 14 calendar days in advance of such meeting. Whenever a Chair is newly elected, the Town Administrator and Town Clerk shall be notified in writing within seven (7) days by the newly elected Chair. “Section 9-22. Quorum. “Except where designated by General Law, Charter, or other Bylaws, all multiple member bodies shall have a quorum using the following formula: “a. For elected multiple member bodies: Greater than one-half of the total number of elected positions. “b. For appointed multiple member bodies: Greater than one-half of the total number of appointed members who have been appointed and taken the oath to serve. “Section 9-23. Location and Posting of Meetings. “All meetings shall be posted in accordance with G.L. Chapter 30A, s. 18-25 (the Open Meeting Law) and all meetings shall take place at a location accessible by all members of the public. For buildings that have secured entryways requiring specific access, clear written instructions must be posted on the door and any member of the public shall be given entrance to the meeting without delay of more than one (1) minute. For meetings at buildings with more than one public entrance or known by more than one name, the entrance to be used by the public shall be clearly listed on the meeting posting. The Chair is responsible for directly notifying all members of the date and time of each meeting. “Section 9-24. Minutes of Meetings. “All meetings shall have minutes recorded in accordance with the Open Meeting Law. A copy of the minutes shall be sent to the Town Clerk by the Chair of the multiple member body not later than seven (7) days after approval of the minutes by the multiple member body, provided that in the absence of any approval, a draft copy will be sent sixty (60) days after the meeting to which the draft minutes relate. If a draft copy is sent to the Town Clerk and is later approved and/or amended, a copy of the approved and/or amended minutes will be sent to the Town Clerk by the Chair within seven (7) days of approval and/or amendment. The executive session minutes shall be sent to the Town Clerk when the authorized executive session purpose expires. At least once per calendar year, every multiple member body with executive session minutes that have not been fully released shall review all executive session minutes not sent to the Town Clerk to determine if the executive session purpose has expired. If a multiple member body has a website, all minutes and draft minutes required to be sent to the Town Clerk shall at the same time be posted to that website, provided that nothing herein shall require any multiple member body to create a website. “Section 9-25. Attendance Requirement and Abandonment. “Members need to attend meetings to be an integral part of the deliberation toward decision-making in the best interests of the Town. Members of appointed multiple member bodies who are absent from 5 consecutive, properly

posted, duly called meetings with a quorum of members otherwise present shall be considered to have willingly abandoned their position and the position will be vacant until filled by the appointing authority. Members who participate in a meeting remotely, such as by telephone and/or internet, pursuant to G.L. c. 30A, § 20 (d) or 20 (e), will not be considered absent for the purpose of this Section. If remote participation is not legally available for any reason, a member who nonetheless uses a telephone, the internet or other means to hear and be heard at a meeting shall not be considered absent for the purpose of this Section. Members of the Zoning Board of Appeals and Conservation Commission, as they are adjudicative bodies, who are absent for 5 or more meetings over the course of any 12 consecutive months may be removed by the Selectmen for cause. “Section 9-26. Creation of Appointed Public Bodies. “With respect to each multiple member body, there shall be a list of designated powers and duties. For appointed multiple member bodies, this shall be created by the appointing authority(ies) and include: “a) the intended purpose, powers, and duties of the body, “b) the term of membership for each member, and “c) how successors of membership shall be appointed. “A copy of the purpose, powers, duties, and membership list shall be provided to each member upon his or her appointment. Appointing authorities will have one year from the date of adoption of this Section to create a document specifying the intended purpose, powers, and duties, term of membership for each member, and how successor members shall be appointed for any multiple member body where no such document currently exists. For multiple member bodies created explicitly by Town Charter, Town Meeting, or bylaw, the multiple member body shall create a document specifying its intended purpose, powers, duties, term of membership, and how members are appointed to the body. A copy of this document shall be provided to the Town Administrator and Town Clerk within sixty (60) days of the first posted meeting of the members. “Section 9-27. Public Hearings. “In public hearings, any member of the public wishing to address a multiple member body shall be permitted to do so only with permission of the Chair. The Chair shall permit any resident to address a multiple member body for at least five (5) minutes on the topic of the public hearing. If multiple hearings are held simultaneously on the substantively different topics, a speaker shall be permitted to address the public body for at least five (5) minutes on each substantively different topic. The Chair may require speakers to provide their name and address. Attendees at a public hearing shall not interrupt any speaker or otherwise intentionally be disruptive to the multiple member body. After clear warning, the Chair has the right to have disruptive attendees removed and further barred from the public hearing. No public hearing shall be opened and closed on any single recognized religious holiday that causes a conflict for a member of the multiple member body or where the public body is notified a conflict exists, due to the religious holiday, for any member of the public who wishes to attend or address the public body.”, or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Daniel Lieber, Chair of the Bylaw Review Committee, motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. A motion to amend was made to remove sections d. and e. The motion to amend was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 24 as follows:

ARTICLE 24

To see if the Town will vote to amend Chapter 104 of the General Bylaws, entitled “Dogs and Other Animals,” as follows: a. by replacing the words “Canine Control Officer,” wherever they appear, with

the words “Animal Control Officer”; b. by adding, after the words “owner or keeper” in both sentences of § 104-1, the words “or in a public area specifically designated by the Board of Selectmen as a ‘dog park’”; c. by replacing “\$5” with “\$25” and “\$65” with “\$265” in § 104-5, increasing the daily charge for boarding a dog and the maximum charge, respectively; d. by deleting the first sentence of § 104-6 and replacing it with: “Any person violating any provision of this chapter shall be punished by a fine of \$50 for the first offense, \$200 for a second offense and \$300 for each succeeding offense.” e. by deleting the words “or Humane Officer” both times they appear in § 104-10; f. by adding, before the words “habitually attacking” in § 104-12, the words “biting or”; g. by replacing the reference to “MGL c. 140, § 147A” in § 104-13 with a reference to “MGL c. 140, § 147;” h. by deleting the text of § 104-16 and replacing it with the following: “Terms used in this chapter shall have the same meanings given them by G.L.c. 140, § 136A.”; and by deleting § 104-17, or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Daniel Lieber, Chair of the Bylaw Review Committee, motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 25 as follows:

ARTICLE 25

To see if the Town will vote to amend Chapter 175 of the General Bylaws, entitled “Streets and Sidewalks,” by revising Article III thereof, entitled “Snow and Ice,” as follows: a. by deleting § 175-8, entitled “Responsibility of owner or tenant; violations and penalties,” and replacing it with the following: “§ 175-8. Responsibility of owner; violations and penalties. “a. Purpose. As pedestrians are safer when walking on sidewalks than when walking in the streets used by vehicular traffic, the purpose of this Section is to cause owners of commercial and multi-family real property to remove the snow, slush and ice from sidewalks abutting their land so that such sidewalks are reasonably accessible by all persons, including elderly persons, persons using mobility devices, persons using carriages to transport children, and students walking to school. “b. Commercial Property. Any owner of real property used wholly or in part for stores, offices, or other commercial spaces open to the public and abutting upon or contiguous to a sidewalk of a street, shall cause such portion of the sidewalk to be maintained in a non-slippery condition suitable for pedestrian travel by clearing it of all snow, ice and slush within twelve hours after the cessation of precipitation and shall maintain said portion of sidewalk in a non-slippery condition by application(s) of sand and/or melting agents as may be necessary. “c. Multi-Family Dwellings. The owner of any building designed or occupied as a residence by more than four families or which contains more than four dwelling units, as defined in the Zoning By-law, and abutting upon or contiguous to a sidewalk of a street, shall cause said sidewalk to be maintained in a non-slippery condition suitable for pedestrian travel by clearing it of all snow, ice and slush within twelve hours after the cessation of precipitation and shall maintain said portion of sidewalk in a non-slippery condition by application(s) of sand and/or melting agents as may be necessary. “d. Extent of Clearing. Snow, slush and ice shall be removed from the sidewalk in such a way as to create a clear corridor at least thirty-six (36) inches in width along the length of said sidewalk abutting such owner’s real property or, if the sidewalk is narrower, over the full width of the sidewalk. This duty includes all ramps, regular access points to the street, and marked entries to the street where a crosswalk exists. “e. Penalties. The

violation of any provision of this Section is punishable by a fine of \$200 per violation. Each calendar day that a violation continues shall constitute a separate violation. “f. Enforcement. Enforcement of this Section shall, in the discretion of the enforcing official, be made the subject of non-criminal disposition proceedings commenced by the police per G.L. c. 40, §21D. This Section may be enforced by either (i) the Director of Public Works or his/her designee, or (ii) the Police Department. If the Town shall have adopted G.L. c. 40U, then any person who receives a notice of violation of this § 175-8 may appeal to the Municipal Hearing Officer, as that term is used in G.L. c. 40U. The Municipal Hearing Officer shall be appointed by the Board of Selectmen.”, and b. by deleting the second sentence of § 175-9, entitled “Deposit on public ways,” and replacing it with the following: “The violation of any provision of this Section is punishable by a fine of \$300 per violation.”, or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Daniel Lieber, Chair of the Bylaw Review Committee, motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. A motion to amend was presented to change sections b. and c. from 12 hours to 24 hours. The motion to amend was seconded.

VOTE: Motion carries.

A motion was made at 9:29 P.M. by Board of Selectman Paul R. DiNocco to dissolve Town Meeting. The motion was seconded.

VOTE: Motion carries.

Referendum
Question
6/26/18

PRECINCTS	1	2	3	4	5	6	7	TOTAL
Registered Voters	2895	2455	2592	2439	2768	2819	2534	18502
Number Voting	319	209	296	269	317	325	425	2160
% Voting	11.02%	8.51%	11.42%	11.03%	11.45%	11.53%	16.77%	11.67%
REFERENDUM QUESTION								
That the Town appropriate the sum of \$8 million 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 raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$8 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 to carry out the purpose of the Article.								
Yes	154	105	139	135	142	167	200	1042
*No	165	104	157	134	175	158	225	1118
Blanks	0	0	0	0	0	0	0	0
TOTALS	319	209	296	269	317	325	425	2160

STATE PRIMARY
TUESDAY,
SEPTEMBER 4, 2018

PRECINCTS	1	2	3	4	5	6	7	TOTAL
Registered Voters	2889	2486	2622	2467	2797	2851	2542	18654
Number Voting	550	481	596	597	650	648	621	4143
% Voting	19.04%	19.35%	22.73%	24.20%	23.24%	22.73%	24.43%	22.21%
LIBERTARIAN BALLOT								
ALL PRECINCTS								
<u>Senator In Congress</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Governor</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	2	0	0	0	0	2
Blanks	0	0	1	0	0	0	0	1
<u>Lt Governor</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	2	0	0	0	0	2
Blanks	0	0	1	0	0	0	0	1
<u>Attorney General</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	2	0	0	0	0	2
Blanks	0	0	1	0	0	0	0	1
<u>Secretary of State</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Treasurer</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Auditor</u>								
*Daniel Fishman	0	0	3	0	0	2	0	5
Write-Ins	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	0	0	0
<u>Representative in Congress - 6th District</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Councillor - 6th District</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Senator in Gen Court - 5th Middlesex District</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	2	0	0	0	0	2
Blanks	0	0	1	0	0	0	0	1
<u>Representative in Gen Court - 9th Essex District</u>								
No Candidate	0	0	0				0	0
Write-Ins	0	0	1				0	1
Blanks	0	0	2				0	2
<u>Representative in Gen Court - 32nd Middlesex</u>								
No Candidate				0	0	0		0
Write-Ins				0	0	0		0
Blanks				0	0	0		0
<u>District Attorney - Northern District</u>								
No candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	2	0	0	0	0	2
Blanks	0	0	1	0	0	0	0	1
<u>Clerk of Courts - Middlesex County</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
<u>Register Of Deeds - Middlesex Southern District</u>								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	0	0	1	0	0	0	0	1
Blanks	0	0	2	0	0	0	0	2
*Elected								

STATE PRIMARY
TUESDAY
SEPTEMBER 4, 2018

PRECINCTS	1	2	3	4	5	6	7	TOTAL
Registered Voters	2889	2486	2622	2467	2797	2851	2542	18654
Number Voting	550	481	596	597	650	648	621	4143
% Voting	19.04%	19.35%	22.73%	24.20%	23.24%	22.73%	24.43%	22.21%
REPUBLICAN BALLOT								
ALL PRECINCTS								
SENATOR IN CONGRESS								
*Geoff Diehl	144	116	133	110	134	115	142	894
John Kingston	39	34	43	60	45	45	53	319
Beth Joyce Lindstrom	26	26	38	24	39	38	37	228
Write-Ins	1	0	1	0	1	1	0	4
Blanks	8	8	11	11	11	8	16	73
GOVERNOR								
*Charles D. Baker	111	92	124	128	123	126	146	850
Scott D. Lively	101	90	99	71	104	79	100	644
Write-Ins	1	0	0	1	1	0	0	3
Blanks	5	2	3	5	2	2	2	21
LIEUTENANT GOVERNOR								
*Karyn E. Polito	148	112	142	149	159	146	165	1021
Write-Ins	1	1	0	3	3	4	5	17
Blanks	69	71	84	53	68	57	78	480
ATTORNEY GENERAL								
*James R. McMahon, III	102	76	98	100	89	106	95	666
Daniel L. Shores	55	60	75	68	86	69	88	501
Write-Ins	2	1	1	1	1	3	0	9
Blanks	59	47	52	36	54	29	65	342
SECRETARY OF STATE								
*Anthony M. Amore	137	113	134	147	147	149	146	973
Write-Ins	1	3	1	1	1	2	0	9
Blanks	80	68	91	57	82	56	102	536
TREASURER								
*Keiko M. Orral	129	110	128	137	142	140	139	925
Write-Ins	2	2	1	1	1	2	0	9
Blanks	87	72	97	67	87	65	109	584
AUDITOR								
*Helen Brady	125	107	128	143	139	140	137	919
Write-Ins	0	2	0	0	1	2	0	5
Blanks	93	75	98	62	90	65	111	594
REPRESENTATIVE IN CONGRESS - 6TH District								
*Joseph S. Schneider	133	110	130	143	148	143	143	950
Write-Ins	1	1	1	1	3	3	0	10
Blanks	84	73	95	61	79	61	105	558
COUNCILLOR - 6TH District								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	20	21	24	29	28	34	41	197
Blanks	20	163	202	176	202	173	207	1143
SENATOR IN GEN COURT - 5TH MIDDLESEX								
*Erin K. Calvo-Bacci	137	118	134	140	146	143	153	971
Write-Ins	2	0	0	0	0	2	0	4
Blanks	79	66	92	65	84	62	95	543
REPRESENTATIVE IN GEN COURT - 9TH ESSEX								
*Donald H. Wong	178	147	170				207	702
Write-Ins	0	0	0				1	1
Blanks	40	37	56				40	173
REP. IN GENERAL COURT - 32nd MISDDLESEX								
No Candidate				0	0	0		0
Write-Ins				19	21	29		69
Blanks				186	209	178		573
DISTRICT ATTORNEY								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	14	15	14	14	16	24	18	115
Blanks	204	169	212	191	214	183	230	1403
CLERK OF COURTS								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	9	14	9	12	15	24	15	98
Blanks	209	170	217	193	215	183	233	1420
REGISTER OF DEEDS								
No Candidate	0	0	0	0	0	0	0	0
Write-Ins	10	13	11	13	14	26	13	100
Blanks	208	171	215	192	216	181	235	1418
* Elected								

STATE PRIMARY
TUESDAY,
SEPTEMBER 4, 2018

PRECINCTS	1	2	3	4	5	6	7	TOTAL
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DEMOCRATIC BALLOT								
ALL PRECINCTS								
<u>SENATOR IN CONGRESS</u>								
*Elizabeth A. Warren	266	245	311	331	347	372	286	2158
Write-Ins	9	5	7	7	14	9	13	64
Blanks	57	47	49	54	58	58	74	397
<u>GOVERNOR</u>								
*Jay M. Gonzalez	149	132	185	180	202	213	162	1223
Bob Massie	93	100	122	124	136	138	123	836
Write-Ins	9	3	5	4	7	7	7	42
Blanks	81	62	55	84	74	81	81	518
<u>LIEUTENANT GOVERNOR</u>								
*Quentin Palfrey	142	137	168	175	171	200	170	1163
Jimmy Tingle	107	90	135	136	165	146	123	902
Write-Ins	1	3	3	0	3	1	3	14
Blanks	82	67	61	81	80	92	77	540
<u>ATTORNEY GENERAL</u>								
*Maura Healey	284	250	334	336	362	387	313	2266
Write-Ins	1	2	2	3	3	3	4	18
Blanks	47	45	31	53	54	49	56	335
<u>SECRETARY OF STATE</u>								
*William Francis Galvin	225	210	248	280	307	303	257	1830
Josh Zakim	96	74	105	103	103	125	99	705
Write-Ins	0	1	2	0	0	0	0	3
Blanks	11	12	12	9	9	11	17	81
<u>TREASURER</u>								
*Deborah B. Goldberg	248	222	303	283	323	344	264	1987
Write-Ins	1	3	1	1	2	3	0	11
Blanks	83	72	63	108	94	92	109	621
<u>AUDITOR</u>								
*Suzanne M. Bump	242	221	288	275	317	339	265	1947
Write-Ins	2	2	2	0	4	3	0	13
Blanks	88	74	77	117	98	97	108	659
<u>REPRESENTATIVE IN CONGRESS - 6TH DISTRICT</u>								
*Seth Moulton	291	248	331	329	364	392	311	2266
Write-Ins	2	3	2	3	3	0	3	16
Blanks	39	46	34	60	52	47	59	337
<u>COUNCILLOR</u>								
*Terrence W. Kennedy - 6th District	248	214	284	284	305	326	257	1918
Write-Ins	2	3	3	0	5	1	1	15
Blanks	82	80	80	108	109	112	115	686
<u>SENATOR IN GENERAL COURT - 5TH MIDDLESEX</u>								
Jason M. Lewis	153	122	150	181	197	219	158	1180
*Samantha Hammar	150	144	188	181	183	196	184	1226
Write-Ins	2	2	3	0	0	1	1	9
Blanks	27	29	26	30	39	23	30	204
<u>REP IN GENERAL COURT - 9TH ESSEX</u>								
*Matthew Crescenzo	224	210	284				244	962
Write-Ins	2	2	1				1	6
Blanks	106	85	82				128	401
<u>REP IN GENERAL COURT - 32nd Middlesex</u>								
*Paul Brodeur				304	327	344		975
Write-Ins				0	3	3		6
Blanks				88	89	92		269
<u>DISTRICT ATTORNEY</u>								
*Marian T. Ryan	150	146	162	181	201	225	162	1227
Donna Patalano	145	120	169	165	173	168	170	1110
Write-Ins	2	0	1	0	1	0	0	4
Blanks	35	31	35	46	44	46	41	278
<u>CLERK OF COURTS</u>								
*Michael A. Sullivan	234	219	287	281	318	326	262	1927
Write-Ins	1	3	2	0	3	0	0	9
Blanks	97	75	78	111	98	113	111	683
<u>REGISTER OF DEEDS</u>								
*Maria C. Curtatone	232	219	290	279	313	328	256	1917
Write-Ins	5	2	3	1	5	1	0	17
Blanks	95	76	74	112	101	110	117	685
* ELECTED								

REPORT OF THE TOWN CLERK
REGULAR TOWN MEETING NOVEMBER 5, 2018

At 7:00 P.M. on Monday, November 5, 2018, Moderator William Harbison Carroll called this Regular Town Meeting to order in the Galvin Middle School Auditorium, 525 Main Street, Wakefield, MA with 237 registered voters present. The Constable Return was read into the record. Visitors were announced. Wakefield Firefighters led the Town Meeting in the Pledge of Allegiance. Daniel P. Sherman, Finance Committee Member, presented a financial projection for the Town.

Moderator Carroll presented Article 1 as follows:

ARTICLE 1

To see if the Town will hear and accept a report of the Fiscal Year 2018 budget; or to see what the Town will do about it.

TOWN ADMINISTRATOR

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to accept a report of the Fiscal Year 2018 Budget. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 2 as follows:

ARTICLE 2

To see if the Town will vote to authorize the Board of Assessors to use such free cash as may be in the Treasury or any part thereof in computing the tax rate for fiscal period ending June 30, 2019; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town authorize the Board of Assessors to use \$3,000,000.00 in Free Cash in computing the tax rate for Fiscal Year 2019. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 3 as follows:

ARTICLE 3

To see if the Town will vote to appropriate \$147,442 of the net premium paid to the Town upon the sale of its \$9,870,000 General Obligation Municipal Purpose Loan of 2018 Bonds dated August 15, 2018, to pay costs of the project being financed by such bonds or notes and to reduce the amount authorized to be

borrowed for such project, but not yet issued by the Town, by the same amount; and further, to supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town appropriate \$147,442 of the net premium paid to the Town upon the sale of its \$9,870,000 General Obligation Municipal Purpose Loan of 2018 Bonds dated August 15, 2018, to pay costs of the projects being financed by such bonds or notes and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount, as follows:

Amount of Premium	Project
\$24,542	Galvin School
64,300	Fire Truck
54,650	Ladder Truck
3,950	Public Drainage

And further, that each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects is hereby supplemented to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 4 as follows:

ARTICLE 4

To see if the Town will vote to rescind the following amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were approved:

Unissued Amount	Date of Approval	Warrant Article	Original Purpose
\$642	11/7/96 & 10/2/00	4	Woodville School
\$177,336	11/23/98 & 4/30/00	9	Water
\$600,000	'99, 2/7/00 & 11/5/01	1	Senior Center
\$147,840	11/13/06	5	Infiltration Inflow Removal

\$97,680	11/7/08	2	Sewer
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or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town hereby votes to rescind the following amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were approved. The motion was seconded. The Finance Committee recommended favorable action.

Unissued Amount	Date of Approval	Warrant Article	Original Purpose
\$642	11/7/96 & 10/2/00	4	Woodville School
\$177,336	11/23/98 & 4/30/00	9	Water
\$600,000	'99, 2/7/00 & 11/5/01	1	Senior Center
\$147,840	11/13/06	5	Infiltration Inflow Removal
\$97,680	11/7/08	2	Sewer

VOTE: Motion carries.

Moderator Carroll presented Article 5 as follows:

ARTICLE 5

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Clerical (Town Hall) AFSCME Council 93, Local 3117 for the period July 1, 2018 to June 30, 2021 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

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Wakefield Clerical (Town Hall) AFSCME Council 93, Local 3117 for the period July 1, 2018 to June 30, 2021 and to provide therefor that the Town supplement the personal service accounts of various departmental budgets by raising and appropriating from the tax levy the amount of \$26,681.00 and by the transfer of \$1818 from water receipts to the public works water personal services account; and by the transfer of \$1930 from the sewer receipts to the public works sewer personal services account, to the following personal services accounts. The motion was seconded. The Finance Committee recommended favorable action.

Accounting	\$3241
Building	\$2994
Police	\$1050
Fire	\$1050
Council/Aging	\$3789
Public Works	\$1710
Town Clerk	\$3126
Treasurer	\$2593
Assessors	\$1548
Tax Collector	\$2781
Board of Health	\$1799
Veterans	\$1000
Water	\$1818
Sewer	\$1930; for a total of \$30,429.00

VOTE: Motion carries

Moderator Carroll resented Article 6 as follows:

ARTICLE 6

To see if the Town will vote to implement collective bargaining agreements between the Town of Wakefield and the Wakefield Massachusetts Laborers District Council, Local 381 for the period of July 1, 2018 through June 30, 2019 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

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Wakefield Massachusetts Laborers District Council for the period of July 1, 2018 to June 30, 2019 and to provide therefor that the Town supplement the department of public works personal services account by raising and appropriating from the free cash the amount of \$106,000.00; by transferring the sum of \$20,000.00 from water receipts to the public works water personal services account; and by transferring the sum of \$20,000.00 from sewer receipts to the public works sewer personal services account. The total cost of Article 6 is \$146,000.00. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 7 as follows:

ARTICLE 7

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 implement phase 1 design improvements and upgrades to the downtown right-of-way corridor, including Main Street from Church Street to Nahant Street, all of Common Street, Albion Street from Main Street to Tuttle Street, Water Street from Main Street to Vernon Street, Lake Avenue and Spaulding Street, and certain related areas; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town appropriate from Free Cash the sum of \$331,500.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 8 as follows:

ARTICLE 8

To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sum of money to the Special Education Stabilization Fund established under Article 7 of the Annual Town Meeting of 2014 in accordance with G.L. c. 40, §5B; or to see what the Town will do about it.

SCHOOL COMMITTEE

MOTION: School Committee Chairman Liakos motioned that the Town appropriate from Free Cash the amount of \$500,000 to the Special Education Stabilization fund established under Article 7 of the Annual Town Meeting of 2014 in accordance with G.L. c. 40, § 5B. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 9 as follows:

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 provide safety fencing and netting and improvements related to site disturbance at Walsh Field; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town raise and appropriate from Free Cash the sum of \$200,000.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 10 as follows:

ARTICLE 10

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 purpose of performing a Town- Wide Orthophoto, Planimetric and Topographic Mapping; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town appropriate from Free Cash the sum of \$110,000.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 11 as follows:

ARTICLE 11

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

MOTION: Town Administrator Stephen P. Maio motioned 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 \$1,280,000 for PHASE 11, of which seventy-five percent or \$960,000 represents the grant portion and twenty-five percent or \$320,000 represents the loan portion AND further that \$1,280,000 for phase 12, of which seventy-five percent or \$960,000 represents the grant portion and twenty-five percent or \$320,000 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. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 12 as follows:

ARTICLE 12

To see if the Town will vote to transfer from the Water Surplus Reserve Account a sufficient sum of money for water mains at various locations throughout the Town; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town transfer from the Water Surplus Reserve Account the sum of \$100,000.00 for water mains at various locations throughout the Town. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 13 as follows:

ARTICLE 13

To see if the Town will vote to transfer from the Sewer Surplus Reserve Account a sufficient sum of money for sewer mains at various locations throughout the Town; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town transfer from the Sewer Surplus Reserve Account the sum of \$100,000.00 for sewer mains at various locations throughout the Town. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 14 as follows:

ARTICLE 14

To see if the Town will vote to amend Chapter 175 of the General Bylaws, entitled "Streets and Sidewalks", by: a. striking the words "the regulations of the Board of Public Works" in § 175-1 and replacing them with the words "any regulations of the Town"; b. striking the word "Coasting" from the title of § 175-2 and the word "coast" from the text thereof, and replacing them with the words "Sledding" and "sled", respectively; c. striking § 175-4 and replacing it with the following: "§175-4 Permit Required. "No person, except duly authorized officers of the Department of Public Works (the 'Department') in the lawful performance of their duties and those acting under their orders, shall place, erect or add any object or structure to any sidewalk or street or any part thereof so as to obstruct the same or break or dig the ground of the same without first obtaining written permit from the Department of Public Works. "The

permit applicant will be required to pay a Life Cycle Maintenance Fee to the Department to offset the reduction in service life of the roadway caused by an applicant's utility cut. The fee will be assessed based on the following formula:

"Life Cycle Maintenance Fee = ((SFTI x UC) + MF) x RSR

Where:

SFTI = Applicant's Trench Impact to Road (sq. ft.)

UC = Unit Cost of Trench (\$8/sq. ft.)

MF = Mobilization Fee (\$575)

RSR = Roadway Surface Rating from the Town's Pavement Management Software (expressed as a percentage 0% to 100%)

"The Department shall also prepare and issue written regulations to ensure that the Town will not be adversely affected by the cost of maintenance caused by the applicant. Said regulations shall also require the applicant to restore all disturbed portions of the way to a minimum of Department of Public Works standard specifications or prior conditions, whichever is the higher standard."; d. striking § 175-5 and replacing it with the following: "§ 175-5. Construction and demolition debris. "Every person intending to erect, repair or take down any building on land abutting on any street or way which the Town is required to keep in repair and who desires to make use of any portion of said street or way for the purpose of placing therein building materials or rubbish shall give notice thereof to the Department of Public Works. The Department may grant a permit to occupy a portion of said street or way, and such permit shall be upon the condition that the licensee shall keep sufficient safety protections that at a minimum meet industry standards, comply with the Manual for Uniform Traffic Control Devices requirements or as specified by the Department near the parts of the street or way obstructed or unsafe and shall keep a railing or guard around the same while such obstruction shall continue. If in the opinion of the Department such obstruction is more than a brief condition, the licensee shall place a good temporary walk around said obstruction and at the completion of the work shall restore the street or way to its former condition." e. striking § 175-6 and replacing it with the following: "§ 175-6. Bond required. "Before receiving a license as specified in the preceding sections, the person applying for the same shall deliver to the Department a surety company bond in an amount deemed sufficient by the Department to indemnify and save harmless the Town against damages by reason of cost or expense it may suffer or be put to by reason of any claim for damages or by reason of any proceedings, criminal or civil, on account of the existence of such obstruction or excavation, which amount shall be not less than \$5,000."; and f. replacing the words "head of the Fire Department" with "Chief of the Fire Department" in the two places in § 175-7 where such words appear; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 15 as follows:

ARTICLE 15

To see if the Town will vote to amend the General Bylaws by adopting a new Chapter 5, as follows:

Chapter 5 – Revolving Funds

1. Purpose. This bylaw establishes and authorizes revolving funds for use by Town departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by G.L. 44, § 53E½.

2. Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this bylaw without appropriation subject to the following limitations: A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund. B. No liability shall be incurred in excess of the available balance of the fund. C. The total amount spent during a fiscal year shall not exceed the amount authorized by Town Meeting on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Town Council and the Finance Committee.

3. Interest. Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the general fund.

4. Procedures and Reports. Except as provided in G.L. 44, § 53E½ and this bylaw, the laws, charter provisions, bylaws, rules, regulations, policies or procedures that govern the receipt and custody of Town monies and the expenditure and payment of Town funds shall apply to the use of a revolving fund established and authorized by this bylaw. The Town Accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

5. Authorized Revolving Funds. The table below establishes:

A. Each revolving fund authorized for use by a Town department, board, committee, agency or officer;

B. The purpose of each fund;

C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the town accountant; and

D. The department or agency head, board, committee or officer authorized to spend from each fund.

Revolving Fund	Purpose	Revenue Source	Authorized to Expend Funds
Road Repair	Repairing, restoring and maintaining public ways	Receipts from fees paid by applicants for street opening or obstruction permits under § 175-4	Director of Public Works

6. Effective Date. The revolving funds hereby established shall exist from and after Fiscal Year 2020, subject to a vote of Town Meeting on or before July 1 of each year as to the limit on the total amount that may be expended from each fund in the following fiscal year; or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 16 as follows:

ARTICLE 16

To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2020:

Revolving FundMaximum Expenditure

Road Repair \$150,000

or to see what the Town will do about it.

TOWN COUNCIL

MOTION: Town Administrator Stephen P. Maio motioned that the Town vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2020 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

Revolving FundMaximum Expenditure

Road Repair \$150,000

VOTE: Motion carries.

Moderator Carroll presented Article 17 as follows:

ARTICLE 17

To see if the Town will vote to amend the General Bylaws by replacing: a. the words “Board of Selectmen,” wherever they appear, with the words “Town Council;” b. the words “Selectman” or “Selectmen,” wherever either appears, with the words “Town Councilor” or “Town Councilors,” respectively; c. the word “Chairman,” wherever it appears, with the word “Chairperson;” and d. the word “board,” wherever it includes the Board of Selectmen, with the words “board or council;” or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 18 as follows:

ARTICLE 18

To see if the Town will vote to amend Chapter 126 of the General Bylaws, entitled “Historic Structures”, as follows: a. by renumbering § 126-5, entitled “Severability”, to § 126-6; and b. by adding a new § 126-5, entitled “Enforcement”, the text of which shall read as follows: “A. The Commission and the Building Inspector are each specifically authorized to institute any and all actions and proceedings, in law or equity, as they may deem necessary or appropriate to obtain compliance with the requirements of this Chapter 126 and/or to prevent a threatened violation thereof. “B. Any owner of a significant building who demolishes such structure without first obtaining a demolition permit in accordance with the provisions hereof shall be subject to a fine of Three Hundred Dollars (\$300). Each day the violation exists shall constitute a separate offense until a faithful restoration of the demolished significant building is completed or unless otherwise agreed by the Commission. “C. If a significant building is demolished without a demolition permit having been issued in accordance with the provisions hereof, no building permit shall be issued for a period of two years from the date of the demolition on the subject parcel of land or any adjoining parcels of land under common ownership or control unless the permit is for the faithful restoration referred to in § 126-5.B, above, or unless otherwise agreed by the Commission.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 19 as follows:

ARTICLE 19

To see if the Town will vote to amend Chapter 130 of the General Bylaws, entitled “Hunting and Trapping”, by revising the text of § 130-2 of Article II thereof, entitled “Hunting and Firearms,” to read as follows: “No person shall hunt or discharge any firearms within the limits of the Town unless permission is granted by the Chief of Police or his or her designee. This section shall not apply to the lawful defense of life or property, nor to any law enforcement officer acting in the discharge of his or her duties, nor to the use of firearms at any military exercises or on any established rifle range.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 20 as follows:

ARTICLE 20

To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled “Fingerprint-Based Criminal Record Background Checks”, by inserting, at the beginning of § 143-4, entitled “Reliance on results”, the following: “Prior to considering an application for any of the licenses enumerated in § 143-2.A, above, the licensing authority shall receive and review the results of the applicant’s fingerprint-based criminal record background check and the Police Department’s evaluation of the applicant’s suitability, provided that the same are transmitted to the licensing authority within thirty (30) days after the filing of the application. If the same are not furnished within that period of time, then the licensing authority shall have discretion either to proceed in acting on the application without such information or to continue to await such information, provided that the licensing authority shall in all events consider and act on each application prior to the expiration of any applicable statutory deadlines.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town amend the General Bylaws described to carry out the purpose of this Article. The motion was seconded. The Finance recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 21 as follows:

ARTICLE 21

To see if the Town will vote to amend Chapter 147 of the General Bylaws, entitled “Sidewalk Cafes”, as follows: a. in § 147-1, by adding at the end of the text: “The permit contemplated hereby applies only to sidewalks located within public ways, as any cafe or other use of abutting property is governed by the Zoning Bylaws.”; b. in § 147-7.A(1), deleting the words: “the total area of the sidewalk cafe is 100 square feet or more and”; and c. replacing § 147-7.A(2) with the following: “To the extent that any cafe occupies any part of a lot adjacent to a sidewalk, it constitutes a use subject to the Zoning Bylaws for which approval from the Building Inspector is required.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 22 as follows:

ARTICLE 22

To see if the Town will vote to amend Chapter 148 of the General Bylaws, entitled “Newsracks”, as follows: a. in § 148-4.B(4), by deleting the term “day-gb” from and replacing it with the word “day-glow”; b. in § 148-5.A(1), by replacing both references to “§ 148-B(6)” with references to “§ 148-4.B(6)”; c. in § 148-5.C, by replacing “three days” with “three Town business days, as that term is defined in § 7-3(d) of the Charter”; and d. in § 148-5.C(1), by replacing “five days” with “five Town business days”, as that term is defined in § 7-3(d) of the Charter.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 23 as follows:

ARTICLE 23

To see if the Town will vote to amend Chapter 165 of the General Bylaws, entitled “Sewers”, by: a. replacing “Board of Public Works” with “Department of Public Works” in § 165-1, “Board of Selectmen” with “Town Council” in § 165-2, and “Selectmen” with “Town Council” in § 165-6; b. adding at the end of § 165-3.C: “All maintenance responsibilities for a grinder pump will belong to the property owner.”; c. striking § 165-3.D and replacing it with the following: “D. Pursuant to G.L. c. 83, § 22, property owners abutting a new or reconstructed portion of the Town’s sewer system will be required to begin making payments of their apportionment of the sewer betterment as outlined within §165-2 and §165-3 within one year after the construction completion date, regardless of whether the abutter elects to connect to the sewer.”; d. replacing the words “shalt” in § 165-3.E and “shaft” in § 165-4 with the word “shall”; and e. striking § 165-4.E and replacing it with the following: “E. Nonresidential buildings, which shall include all industrial, commercial and municipal properties, shall comprise a number of sewer units based upon water consumption. Each sewer unit is equivalent to 250 gallons per day of water consumption volume. Water consumption volume will be calculated as follows: “Nonresidential buildings which are metered for water shall be assigned a water consumption volume based on the previous year’s metered volume expressed in average gallons per day. “Nonresidential buildings not metered for water use shall be assigned a water consumption volume based on 310 CMR 15.203 of Title V expressed in gallons”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 24 as follows:

ARTICLE 24

To see if the Town will vote to amend Chapter 170 of the General Bylaws, entitled “Storm Drain System; Stormwater Management”, by striking § 170-8 (9) and (10) and replacing them with the following: “(9) Discharge from landscape irrigation or lawn watering that does not include herbicides and pesticides; “(10) Discharge from individual residential car washing that does not contain surfactants;”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 25 as follows:

ARTICLE 25

To see if the Town will vote to amend Chapter 185 of the General Bylaws, entitled “Water”, by: a. striking the words “Quality Engineering” in the two places where they appear in § 185-3 and replacing them with the word “Protection”; b. striking the word “Board” from § 185-3 and replacing it with the word “Department”; c. striking the words “newspaper of general circulation within the town or by such other notice as is reasonably calculated” from § 185-4.B and replacing them with the words “in a manner reasonably expected” and striking the word “all” from such section; and d. striking the first sentence of § 185-6 and replacing it with the following: “Any person or entity who or which violates any provision, condition, requirement or restriction of § 185-4 of this Article shall be liable to the town as set forth in §§ 1-6 and 1-7.”; or to see what the Town will do about it.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town Amend the General Bylaws as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 26 as follows:

ARTICLE 26

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 § 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.

BYLAW REVIEW COMMITTEE

MOTION: Bylaw Review Committee Chair Daniel Lieber motioned that the Town authorize the Town Council to petition the State Legislature to enact Special Legislation as described in this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 27 as follows:

ARTICLE 27

To see if the Town will vote to propose to amend the Wakefield Home Rule Charter: 1. by deleting the first paragraph of Section 2-9(a), concerning the annual town meeting, and replacing it with the following: “The Town Meeting shall meet at least twice each calendar year. The annual town meeting shall be held on the second Monday in May, shall be deemed to be the Annual Town Meeting of the Town, and is expected to be primarily concerned with the determination of matters involving the expenditure and commitment of Town funds, including, but not limited to, the adoption of an annual operating budget for all Town agencies.”; and 2. by deleting Section 3-1(c), concerning the annual Town election, and replacing it with the following: “Election. The regular elections for Town officers shall be held annually on the second Tuesday in April”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion fails.

Moderator Carroll presented Article 28 as follows:

ARTICLE 28

To see if the Town will vote to propose to amend the Wakefield Home Rule Charter: 1. by deleting the words “ten (10) Town business days” and “ten (10) days” from Section 2-10(a), which concerns referendum procedures, and replacing them with “twelve (12) calendar days”; and 2. by deleting the first sentence of Section 2-10(c) and replacing it with the following: “If, within said twelve (12) calendar days, a petition signed by not less than five percent (5%) of the total number of persons then registered to vote in the Town and containing their names and addresses, is filed with the Town Council requesting that any question, not yet operative as defined in (a), above, be submitted to the voters, then the operation of such vote shall be further suspended pending its determination as provided below.”; and 3. by deleting from Section 7-3(d), concerning the computation of time, the words “and excepting ‘Town business days,’ from the first sentence and by deleting the whole of the second sentence; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action. An amendment to motion was made by Edward Dombrowski to make the threshold 2.5%. The amendment to the motion was seconded.

VOTE: Motion carries.

Moderator Carroll presented Article 29 as follows:

ARTICLE 29

To see if the Town will vote to propose to amend the Wakefield Home Rule Charter: 1. by deleting the words “the Board of Assessors” in Section 3-1(a), which lists the elective offices of the Town; 2. by adding “Board of Assessors,” after the reference to the Conservation Commission in Section 3-2(c), which lists the offices appointed by the Town Council; 3. by deleting Section 3-5, entitled “Board of Assessors”; and 4. by adding as Section 5-9 the following: “Sec. 5-9. Board of Assessors “There shall be a Board of Assessors consisting of three (3) members appointed by the Town Council for three (3) year terms, so arranged that the term of one (1) member expires each year. “The Board of Assessors shall have the powers and duties set forth for such Boards by the laws of the Commonwealth, by this charter, by by-law, or by other vote of Town Meeting. “The Board of Assessors shall appoint a Director of Assessments. The staff of the Board of Assessors shall be appointed by the Town Administrator, upon recommendation of the Director of Assessments.”; and 5. by deleting Sections 8-1 through 8-5, containing transitional provisions that have been mooted by the passage of time, and replacing them with a new Section 8-1 as follows: “Sec. 8-1. Transition to Appointed Board of Assessors “In and after the Town election of 2020, no position on the Board of Assessors shall appear on the ballot. Each member of such Board whose term of office expires in 2020 and thereafter shall be replaced through appointment by the Town Council, provided that nothing herein shall prevent the Town Council from appointing, or require the Town Council to appoint, the incumbent.”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion fails.

Moderator Carroll presented Article 30 as follows:

ARTICLE 30

To see if the Town will vote to propose to amend Section 3-3 of the Wakefield Home Rule Charter, concerning the term of office of the Town Moderator, by deleting the words “one (1) year” and replacing them with “three (3) years”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 31 as follows:

ARTICLE 31

To see if the Town will vote to propose to amend Section 2-5(b) of the Wakefield Home Rule Charter, concerning the Finance Committee, by deleting the first sentence and replacing it with the following: “There shall be a fifteen (15) member Finance Committee, the members of which shall be appointed to three (3) year terms by a Finance Committee Selection Committee consisting of the Moderator, the Chairperson of the Town Council, and the Chairperson of the Finance Committee, so arranged that the terms of as nearly an equal number of members as is possible shall expire each year. Periodically as appointments to the Finance Committee near expiration, and as soon as practicable after the occurrence of a vacancy in the Finance Committee, the Moderator shall call a meeting of the Finance Committee Selection Committee for the purpose of appointing successor members by giving written notice thereof to the Chairperson of the Town Council and the Chairperson of the Finance Committee and by posting notice in compliance with the Open Meeting Law, provided that if the Moderator fails to conduct such a meeting by the date that is thirty (30) days prior to the expiration of any member’s term, or within fourteen (14) days after the occurrence of a vacancy, then either of the other members of the Finance Committee Selection Committee may in the same manner call such a meeting.”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 32 as follows:

ARTICLE 32

To see if the Town will vote to propose to amend the Wakefield Home Rule Charter: 1. by deleting the first sentence of Section 2-7(b), concerning referral of warrant articles, and replacing it with the following: “Within five (5) days of receipt of any proposed warrant article the Town Council shall cause copies of the proposal to be mailed or emailed to the Chairperson of the Finance Committee and to be posted on the Town bulletin board, and shall cause such other distribution to be made of each such proposal as may be required by by-law.”; and 2. by adding the following subsection (f) to Section 7-4, concerning definitions: “(f) Written Notice – Whenever written notice to any person may or shall be given under this charter, such notice may be accomplished by email, provided that the recipient has agreed in writing to receive notices by email, and further provided that nothing herein shall supersede any requirement of state or federal law concerning the manner in which notice must be given in any particular circumstances.”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 33 as follows

ARTICLE 33

To see if the Town will vote to propose to amend Section 3-9 of the Wakefield Home Rule Charter, concerning the Board of Health, by deleting subsection (c) thereof; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 34 as follows:

ARTICLE 34

To see if the Town will vote to propose to amend Section 3-11 of the Wakefield Home Rule Charter, concerning the Housing Authority, by deleting subsection (a) thereof and replacing it with the following: “(a) Composition, Term of Office. There shall be a Housing Authority composed of five (5) members who shall be elected and appointed in accordance with G.L. c. 121B, §§ 5 & 5A.”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 35 as follows:

ARTICLE 35

To see if the Town will vote to propose to amend Section 3-12 of the Wakefield Home Rule Charter, concerning the Board of Library Trustees, by deleting subsection (c) thereof and replacing it with the following: “(c) Staff. The Board of Library Trustees shall appoint a Library Director, who shall appoint all other library staff”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 36 as follows:

ARTICLE 36

To see if the Town will vote to propose to amend Section 5-2 of the Wakefield Home Rule Charter, concerning the Department of Public Works, by deleting from subsection (a) thereof the words “recreation department” and “Recreation”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The Motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 37 as follows:

ARTICLE 37

To see if the Town will vote to propose to amend Section 6-2 of the Wakefield Home Rule Charter, concerning the budget process, by deleting the words “ninety (90) days” and replacing them with the words “sixty (60) days”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The Article was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 38 as follows:

ARTICLE 38

To see if the Town will vote to propose to amend the Wakefield Home Rule Charter by making the following editorial corrections: 1. in Section 2-8, delete the semi-colon in the first sentence and replace it with a comma; 2. in the next to last sentence of Section 2-9(d)(3), insert the word “be” before the word “compiled”; 3. in Section 2-10(f), delete the first sentence and replace it with the following: “If, as a result of a referendum election held on a budget question for one or more Town departments, the budget for such department or departments has not been established as of the beginning of the fiscal year next following the Town Meeting at which the budget question was voted upon, an interim budget shall be set for such department or departments on a monthly basis at one-twelfth (1/12) the previous year’s budget until a new budget has been approved.”; 4. in Section 4-3(h), delete the comma following the word “facilities”, add a comma after the parenthetical, delete the first semi-colon and replace it with a comma; 5. in Section 4-3(q), delete the comma following the word “provided”; 6. in Section 5-4, delete the word “annually” where it first appears; 7. in Section 5-5(f), delete the abbreviation “Sec.” where it first appears; 8. in the second sentence of Section 5-6, delete the word “the” immediately prior to the words “this charter”; 9. in Section 5-7(f), delete the words “shall submit a copy of its report to”; and 10. in Section 6-9, delete the words “financial year” in the two places where they occur and replace them with the words “fiscal year”; or to see what the Town will do about it.

CHARTER REVIEW COMMITTEE

MOTION: Allison Houghton, Charter Review Committee member, motioned that the Town Amend the Wakefield Home Rule Charter as described to carry out the purpose of this Article. The motion was

seconded. The Finance Committee recommended favorable action. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

Moderator Carroll presented Article 39 as follows:

ARTICLE 39

To see if the Town will vote to raise and appropriate or transfer from available funds 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

MOTION: Town Administrator Stephen P. Maio motioned for indefinite postponement. The motion was seconded. The Finance Committee recommended favorable action.

VOTE: Motion carries.

A motion was made at 10:54 p.m. by Peter May, Town Council Chair, to dissolve Town Meeting. Motion was seconded.

Vote: Motion carries.

STATE ELECTION
TUESDAY,
NOVEMBER 6, 2018

RECIPIENTS	1	2	3	4	5	6	7	TOTAL
Registered Voters	2953	2535	2681	2526	2852	2913	2601	19061
Number Voting	1995	1596	1811	1777	1959	1914	1851	12903
% Voting	67.56%	62.96%	67.55%	70.35%	68.69%	65.71%	71.16%	67.69%
<u>Senator in Congress</u>								
*Elizabeth A. Warren	941	831	919	957	1050	1068	933	6699
Geoff Diehl	932	677	779	720	796	736	831	5471
Shiva Ayadurai	68	49	68	69	75	58	57	444
Write-Ins	16	4	5	0	3	7	3	38
Blanks	38	35	40	31	35	45	27	251
<u>Governor and Lieutenant Governor</u>								
*Baker and Polito	1476	1068	1270	1268	1370	1309	1326	9087
Gonzalez and Palfrey	437	457	463	448	529	528	440	3302
Write-Ins	4	11	10	5	10	10	11	61
Blanks	78	60	68	56	50	67	74	453
<u>Attorney General</u>								
*Maura Healey	1208	1014	1139	1178	1312	1315	1186	8352
James R. McMahon, III	719	534	625	545	600	554	604	4181
Write-Ins	0	2	2	0	0	1	0	5
Blanks	68	46	45	54	47	44	61	365
<u>Secretary of State</u>								
*William Francis Galvin	1279	1054	1213	1167	1334	1308	1235	8590
Anthony M. Amore	591	445	493	488	518	463	497	3495
Juan G. Sanchez, Jr.	37	36	39	52	38	60	33	295
Write-Ins	1	3	1	0	1	2	0	8
Blanks	87	58	65	70	68	81	86	515
<u>Treasurer</u>								
Deborah B. Goldberg	1158	967	1082	1079	1218	1181	1089	7774
Keiko M. Orrall	645	494	549	529	555	535	574	3881
Jamie M. Guerin	36	36	51	45	47	58	57	330
Write-Ins	0	1	1	0	2	139	0	143
Blanks	156	98	128	124	137		131	774
<u>Auditor</u>								
*Suzanne M. Bump	1002	855	947	945	1045	1048	947	6789
Helen Brady	728	531	612	587	639	592	640	4329
Daniel Fishman	78	70	81	89	78	102	86	584
Edward J. Stamas	25	28	25	28	42	39	26	213
Write-Ins	0	2	1	0	3	1	0	7
Blanks	162	110	145	128	132	132	152	961
<u>Representative in Congress - 6th District</u>								
*Seth Moulton	1159	976	1103	1104	1230	1253	1111	7936
Joseph S. Schneider	688	496	564	529	603	532	603	4015
Mary Jean Charbonneau	73	58	76	67	66	67	59	466
Write-Ins	2	0	3	0	0	2	1	8
Blanks	73	66	65	77	60	60	77	478
<u>Councillor - 6th District</u>								
*Terrence W. Kennedy	1248	1042	1133	1146	1269	1286	1190	8314
Vincent Lawrence Dixon	417	297	363	355	366	350	338	2486
Write-Ins	1	12	4	10	8	5	2	42
Blanks	329	245	311	266	316	273	321	2061
<u>Senator in General Court - 5th Middlesex District</u>								
*Jason M. Lewis	1028	883	979	1038	1106	1126	979	7139
Erin K. Calvo-Bacdi	830	603	714	610	727	664	749	4897
Write-Ins	0	1	2	1	0	5	1	10
Blanks	137	109	116	128	126	119	122	857
<u>Representative in General Court - 9th Essex District</u>								
*Donald H. Wong	1174	835	973				1080	4062
Matthew Crescenzo	656	617	667				606	2546
Michael Coler	60	50	70				52	232
Write-Ins	0	4	2				0	6
Blanks	105	90	99				113	407
<u>Representative in General Court/32nd Middlesex Dist</u>								
*Paul Brodeur - Candidate for Re-election				1252	1373	1376		4001
Write-Ins				33	22	27		82
Blanks				492	564	511		1567
<u>District Attorney - Northern District</u>								
*Marian T. Ryan	1328	1107	1246	1224	1357	1366	1244	8872
Write-Ins	22	27	22	31	21	29	26	178
Blanks	645	462	543	522	581	519	581	3853
<u>Clerk of Courts - Middlesex County</u>								
*Michael A. Sullivan	1320	1104	1244	1218	1350	1341	1235	8812
Write-Ins	20	18	23	23	22	29	18	153
Blanks	655	474	544	536	587	544	598	3938
<u>Register of Deeds - Middlesex Southern District</u>								
*Maria C. Curtatone	1281	1069	1191	1201	1330	1325	1200	8597
Write-Ins	31	27	33	26	27	25	24	193
Blanks	683	500	587	550	602	564	627	4113
<u>Question 1</u>								
YES	357	377	406	364	427	435	379	2745
* NO	1576	1177	1341	1366	1474	1421	1436	9791
Blanks	62	42	64	47	58	58	36	367
<u>Question 2</u>								
* YES	1326	1072	1192	1207	1338	1310	1229	8674
NO	577	431	536	497	560	528	544	3673
Blanks	92	93	83	73	61	76	78	556
<u>Question 3</u>								
*YES	1193	984	1147	1157	1305	1310	1166	8262
NO	748	551	612	576	619	559	641	4306
Blanks	54	61	52	44	35	45	44	335
<u>*Elected</u>								

Town of Wakefield Vital Statistics 2018

Births	305
Deaths	314
Marriages	160

Report of the Treasurer's Department

To the Citizens of Wakefield

I herewith present my report for the year ending December 31, 2018

TRUST FUNDS

The Trust Funds now in the hands of the Treasurer are as follows:

Old Cemetery Trust Funds	\$ 6,650.00
Library Trust Funds	\$143,430.00
Park Trust funds	\$ 21,472.00
School Trust Funds	\$ 9,000.00
Various Trust Funds	\$ 28,030.00

During the Fiscal Year 7/01/2019 – 6/30/2020 the following loans will fall due:

	Principal	Interest
Dolbeare	\$443,500.00	\$ 5,987.25
Woodville Bond	\$ 24,000.00	\$ 324.00
Woodville Bond	\$1,051,500.00	\$ 43,382.25
Senior Center Bond	\$100,000.00	\$ 3,996.00
Sewer Bond	\$ 68,000.00	\$ 2,727.00
Public Safety Bld Bond	\$525,000.00	\$ 54,925.00
Land Acquisition	\$ 60,000.00	\$ 6,300.00
Water Pollution Revenue	\$ 5,471.00	\$ 0.00

	Principal	Interest
Water Pollution Abatement Revenue	\$ 2,571.00	\$ 0.00
Mass Water Pollution Abatement Trust	\$114,450.04	\$ 0.00
MWRA Water Bond	\$ 50,000.00	\$ 0.00
MWRA Water Bond	\$37,625.00	\$ 0.00
MWRA Water Bond	\$ 50,000.00	\$ 0.00
MWRA Water Bond	\$ 40,000.00	\$ 0.00
MWRA Sewer Bond	\$108,615.00	\$ 0.00
MWPAT Bond	\$ 2,293.00	\$ 0.00
Water Meters	\$105,000.00	\$ 12,600.00
Galvin Middle School Feasibility Study	\$ 25,000.00	\$ 6,387.50
Athletic Fields	\$360,000.00	\$124,862.50
Galvin Middle School	\$1,165,050.00	\$1,288,420.64
Fire Truck	\$ 45,700.00	\$ 42,785.00
Fire Ladder	\$ 19,650.00	\$ 46,606.88
Walton School	\$ 3,400.00	\$335,026.25
Public Drainage System	\$ 1,200.00	\$ 47,645.63
MWRA Water	\$154,875.00	\$ 0.00

We are pleased to report that the interest earned from 01/01/2018 to 12/31/2018 is as follows:

Revenue	\$ 710,145.75
Trust Funds	\$ 24,366.25

Finances

Report of

TOWN ACCOUNTANT

Finances

REPORTS OF THE TOWN ACCOUNTANT

Statement of Assets & Liabilities

Statement of Revenues, Expenditures and Changes in Fund Balances

Statement of Appropriation & Expenditure by Department

Statement of Indebtedness

The combined Balance Sheet, Statement of Revenue, Expenditure and Changes in Fund Balances, Statement of Appropriations and Expenditures by department, and the Statement of Indebtedness are presented on the following pages. The Town's General Fund is used to account for the basic operating activities such as Administration, Public Safety, Public Works, Education, Human Services, Culture and Recreation. The Non-major Governmental Funds are used to account for financial resources allocated by law, contract or designated to a specific purpose.

The accounting firm of Powers & Sullivan, Certified Public Accountants, currently audits the Town's annual financial statements. The complete financial statements and the auditors' report are available from the Town Accountant and are on file in the Accounting office. Copies of all financial reports and ledgers are available upon request during normal business hours.

Kevin M. Gill
Town Accountant

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2018

	General	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents.....	\$ 16,249,779	\$ 4,320,175	\$ 5,101,494	\$ 25,671,448
Investments.....	-	-	3,139,545	3,139,545
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	1,060,674	-	-	1,060,674
Tax liens.....	836,396	-	-	836,396
Motor vehicle excise taxes.....	465,074	-	-	465,074
Departmental and other.....	111,455	-	677	112,132
Intergovernmental - other.....	2,309,826	-	338,104	2,647,930
Tax foreclosures.....	464,155	-	-	464,155
Prepaid expenses.....	1,118,050	-	-	1,118,050
TOTAL ASSETS.....	\$ 22,615,409	\$ 4,320,175	\$ 8,579,820	\$ 35,515,404
LIABILITIES				
Warrants payable.....	\$ 1,846,815	\$ 762,514	\$ 151,981	\$ 2,761,310
Accrued payroll.....	790,723	-	41,516	832,239
Tax refunds payable.....	48,000	-	-	48,000
Other liabilities.....	502,775	-	-	502,775
Notes payable.....	-	232,042	-	232,042
TOTAL LIABILITIES.....	3,188,313	994,556	193,497	4,376,366
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue.....	4,941,581	-	100,727	5,042,308
FUND BALANCES				
Nonspendable.....	-	-	2,371,942	2,371,942
Restricted.....	-	4,136,486	5,913,654	10,050,140
Committed.....	588,929	-	-	588,929
Assigned.....	654,575	-	-	654,575
Unassigned.....	13,242,011	(810,867)	-	12,431,144
TOTAL FUND BALANCES.....	14,485,515	3,325,619	8,285,596	26,096,730
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES.....	\$ 22,615,409	\$ 4,320,175	\$ 8,579,820	\$ 35,515,404

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2018

	General	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ 69,585,131	\$ -	\$ -	\$ 69,585,131
Tax liens and foreclosures.....	266,755	-	-	266,755
Motor vehicle excise taxes.....	4,255,016	-	-	4,255,016
Hotel/motel tax.....	967,073	-	-	967,073
Penalties and interest on taxes.....	283,557	-	-	283,557
Fees and rentals.....	-	-	30,457	30,457
Payments in lieu of taxes.....	880,530	-	-	880,530
Intergovernmental - Teachers Retirement.....	8,872,690	-	-	8,872,690
Intergovernmental.....	11,050,523	-	4,328,340	15,378,863
Departmental and other.....	1,753,141	-	4,324,186	6,077,327
Special assessments.....	-	-	677	677
Contributions and donations.....	-	-	456,793	456,793
Investment income.....	216,049	-	189,729	405,778
TOTAL REVENUES.....	98,130,465	-	9,330,182	107,460,647
EXPENDITURES:				
Current:				
General government.....	2,850,267	-	617,171	3,467,438
Public safety.....	11,065,814	-	399,417	11,465,231
Education.....	39,585,708	3,326,854	6,120,137	49,032,699
Public works.....	10,043,637	550,477	1,180,150	11,774,264
Health and human services.....	654,387	-	224,323	878,710
Culture and recreation.....	1,722,911	-	434,190	2,157,101
Pension benefits.....	4,346,646	-	-	4,346,646
Pension benefits - Teachers Retirement.....	8,872,690	-	-	8,872,690
Property and liability insurance.....	352,884	-	-	352,884
Employee benefits.....	11,721,584	-	-	11,721,584
State and county charges.....	1,364,168	-	-	1,364,168
Debt service:				
Principal.....	-	-	3,636,042	3,636,042
Interest.....	-	-	1,774,723	1,774,723
TOTAL EXPENDITURES.....	92,580,696	3,877,331	14,386,153	110,844,180
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	5,549,769	(3,877,331)	(5,055,971)	(3,383,533)
OTHER FINANCING SOURCES (USES):				
Issuance of bonds.....	-	9,870,000	-	9,870,000
Capital lease financing.....	-	553,457	-	553,457
Transfers in.....	233,298	-	5,252,000	5,485,298
Transfers out.....	(5,252,000)	-	(233,298)	(5,485,298)
TOTAL OTHER FINANCING SOURCES (USES)....	(5,018,702)	10,423,457	5,018,702	10,423,457
NET CHANGE IN FUND BALANCES.....	531,067	6,546,126	(37,269)	7,039,924
FUND BALANCES AT BEGINNING OF YEAR.....	13,954,448	(3,220,507)	8,322,865	19,056,806
FUND BALANCES AT END OF YEAR.....	\$ 14,485,515	\$ 3,325,619	\$ 8,285,596	\$ 26,096,730

See notes to basic financial statements.

General Fund Intergovernmental Revenues
June 30, 2018

Description	Balance 6/30/2018
MEDICAID REIMBURSEMENT	74,322
ABATEM ENTS -VETERANS	208,814
ABATEMENTS ELDERLY	35,642
CHARTER SCHOOLS	126,134
CHAPTER 70	6,234,978
CONSTRUCTION OF SCHOOL PROJ	927,551
UNRESTRICTED GENERAL AID	3,365,539
STATE OWNED LAND	26,526
HOMELESS TRANSPORTATION	46,490
RECEIPT OF A PRIOR PERIOD	4,527
MTRB GROSS UP	8,872,690
	<u>19,923,213</u>

Town of Wakefield

Report of Appropriated Funds, Expenditures & Balances

Fiscal 2018

For the Period of July 1, 2017 to June 30, 2018

GENERAL GOVERNMENT

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
SELECTMEN'S DEPARTMENT:					
Personal Services <i>(Includes Town Planner)</i>	395,570.00	382,109.00	13,461.00	13,461.00	
Purchase of Services	68,139.00	55,942.00	12,197.00	12,197.00	
Materials and Supplies	450.00	449.00	1.00	1.00	
TOTAL	464,159.00	438,500.00	25,659.00	25,659.00	0.00
Accounting Department:					
Personal Services	278,055.00	274,064.00	3,991.00	3,991.00	
Purchase of Services	98,401.00	76,723.00	21,678.00	5,678.00	16,000.00
Materials and Supplies	3,550.00	2,285.00	1,265.00	1,115.00	150.00
Sundry Charges	210.00	115.00	95.00	95.00	
TOTAL	380,216.00	353,187.00	27,029.00	10,879.00	16,150.00
Information Technology:					
Personal Services	248,852.00	152,478.00	96,374.00	96,374.00	
Purchase of Services	131,116.00	110,703.00	20,413.00	20,413.00	
Materials and Supplies	6,700.00	4,586.00	2,114.00	2,114.00	
Sundry Charges	3,990.00	3,990.00	0.00	0.00	
TOTAL	390,658.00	271,757.00	118,901.00	118,901.00	0.00
Capital Outlay	512,347.00	447,347.00	65,000.00	0.00	65,000.00
TOTAL	903,005.00	719,104.00	183,901.00	118,901.00	65,000.00
TREASURER'S DEPARTMENT:					
Salary of Treasurer	61,548.00	61,548.00	0.00	0.00	
Personal Services	112,030.00	112,030.00	0.00	0.00	
Purchase of Services	4,900.00	2,973.00	1,927.00	1,927.00	
Materials and Supplies	1,150.00	811.00	339.00	339.00	
Sundry Charges	90.00	90.00	0.00	0.00	
Tax Titles	13,000.00	6,286.00	6,714.00	6,714.00	
Bank Charges	7,500.00	5,411.00	2,089.00	2,089.00	
TOTAL	200,218.00	189,149.00	11,069.00	11,069.00	0.00

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
LEGAL DEPARTMENT:					
Personal Services	106,996.00	106,996.00	0.00	0.00	
Purchase of Services	198,130.00	197,085.00	1,045.00	1,045.00	
Materials and Supplies	9,785.00	9,781.00	4.00	4.00	
Sundry Charges	0.00	0.00	0.00	0.00	
Sub total	314,911.00	313,862.00	1,049.00	1,049.00	0.00
Legal Damages	4,560.00	4,291.00	269.00	269.00	
TOTAL	319,471.00	318,153.00	1,318.00	1,318.00	0.00
COLLECTOR'S DEPARTMENT:					
Salary of Collector	89,066.00	89,066.00	0.00	0.00	
Personal Services	67,140.00	67,140.00	0.00	0.00	
Purchase of Services	43,880.00	33,092.00	10,788.00	10,788.00	
Materials and Supplies	2,300.00	1,388.00	912.00	912.00	
Sundry Charges	140.00	130.00	10.00	10.00	
TOTAL	202,526.00	190,816.00	11,710.00	11,710.00	0.00
ASSESSORS' DEPARTMENT:					
Personal Services	179,808.00	179,807.00	1.00	1.00	
Purchase of Services	34,375.00	14,881.00	19,494.00	3,282.00	16,212.00
Materials and Supplies	1,950.00	1,800.00	150.00	150.00	
Sundry Charges	750.00	705.00	45.00	45.00	
TOTAL	216,883.00	197,193.00	19,690.00	3,478.00	16,212.00

TOWN CLERK'S DEPARTMENT:	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
Salary of Town Clerk	73,893.00	73,877.00	16.00	16.00	
Personal Services	103,035.00	103,035.00	0.00	0.00	
Purchase of Services	19,565.00	19,563.00	2.00	2.00	
Materials and Supplies	1,700.00	1,539.00	161.00	161.00	
Sundry Charges	250.00	250.00	0.00	0.00	
TOTAL	198,443.00	198,264.00	179.00	179.00	0.00

ELECTION / REGISTRATION:

Personal Services	20,900.00	5,863.00	15,037.00	15,037.00	
Purchase of Services	26,100.00	25,204.00	896.00	896.00	
Material and Supplies	1,500.00	1,405.00	95.00	95.00	
Capital Outlay	0.00	0.00	0.00	0.00	
TOTAL	48,500.00	32,472.00	16,028.00	16,028.00	0.00

ELECTION EXPENSE:

Personal Services	12,183.00	4,933.00	7,250.00	7,250.00	
Purchase of Services	10,150.00	9,653.00	497.00	497.00	
TOTAL	22,333.00	14,586.00	7,747.00	7,747.00	0.00

FINANCE COMMITTEE:

Personal Services	0.00	0.00	0.00	0.00	
Purchase of Services	3,000.00	0.00	3,000.00	3,000.00	
Materials and Supplies	860.00	12.00	848.00	848.00	
Sundry Charges	3,200.00	3,200.00	0.00	0.00	
TOTAL	7,060.00	3,212.00	3,848.00	3,848.00	0.00

CONSERVATION COMMISSION:	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
Personal Services	39,892.00	38,492.00	1,400.00	1,400.00	
Purchase of Services	1,950.00	186.00	1,764.00	1,764.00	
Materials and Supplies	1,000.00	560.00	440.00	440.00	
Sundry Charges	725.00	656.00	69.00	69.00	
TOTAL	43,567.00	39,894.00	3,673.00	3,673.00	0.00
LESS: Wetland Filing Fees	3,000.00	3,000.00	0.00	0.00	
TOTAL	40,567.00	36,894.00	3,673.00	3,673.00	0.00
PLANNING BOARD:					
Personal Services	4,800.00	3,800.00	1,000.00	1,000.00	
Purchase of Services	4,925.00	1,456.00	3,469.00	3,469.00	
Materials and Supplies	2,800.00	1,528.00	1,272.00	1,272.00	
Sundry Charges	450.00	0.00	450.00	450.00	
TOTAL	12,975.00	6,784.00	6,191.00	6,191.00	0.00
BOARD OF APPEALS:					
Purchase of Services	25,200.00	24,786.00	414.00	414.00	
TOTAL	25,200.00	24,786.00	414.00	414.00	0.00
Total General Government	3,041,556.00	2,723,100.00	318,456.00	221,094.00	97,362.00

Protection Persons & Property**POLICE DEPARTMENT:**

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE Transfer to Town Revenue	Encumbered Fiscal 2019
Personal Services	5,081,740.00	4,915,389.00	166,351.00	166,351.00	
Purchase of Services	175,522.00	174,526.00	996.00	996.00	
Materials and Supplies	137,600.00	134,799.00	2,801.00	2,801.00	
Sundry Charges	15,700.00	15,700.00	0.00	0.00	

TOTAL	5,410,562.00	5,240,414.00	170,148.00	170,148.00	0.00
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Capital Outlay Breakdown:
Cruisers

225,000.00	224,923.00	77.00	77.00
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TOTAL	5,635,562.00	5,465,337.00	170,225.00	170,225.00	0.00
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FIRE DEPARTMENT:

Personal Services	4,869,543.00	4,868,271.00	1,272.00	1,272.00	
Purchase of Services	95,100.00	95,100.00	0.00	0.00	
Materials and Supplies	158,900.00	158,900.00	0.00	0.00	
Sundry Charges	1,500.00	1,500.00	0.00	0.00	
	5,125,043.00	5,123,771.00	1,272.00	1,272.00	

Capital Outlay Breakdown:
Grant Match

5,000.00	5,000.00	0.00	0.00
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TOTAL	5,130,043.00	5,128,771.00	1,272.00	1,272.00	0.00
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**FIRE ALARM, POLICE SIGNAL
TRAFFIC LIGHTS:**

Personal Services,	40,790.00	36,737.00	4,053.00	4,053.00	
Materials and Supplies	7,500.00	7,500.00	0.00	0.00	
Purchase of Services	10,000.00	10,000.00	0.00	0.00	
Capital Outlay	31,000.00	30,885.00	115.00	115.00	

TOTAL	89,290.00	85,122.00	4,168.00	4,168.00	0.00
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EMERGENCY MANAGEMENT:

Purchase of Services	40,000.00	13,462.00	26,538.00	26,538.00	
Materials and Supplies	33,000.00	23,689.00	9,311.00	9,311.00	

TOTAL	73,000.00	37,151.00	35,849.00	35,849.00	0.00
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	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
BUILDING DEPARTMENT:					
Personal Services	253,879.00	253,877.00	2.00	2.00	
Purchase of Services	11,850.00	8,358.00	3,492.00	3,492.00	
Materials and Supplies	7,050.00	5,702.00	1,348.00	1,348.00	
Sundry Charges	500.00	442.00	58.00	58.00	
TOTAL	273,279.00	268,379.00	4,900.00	4,900.00	0.00
SEALER WEIGHTS/MEASURES:					
Personal Services	0.00	0.00	0.00	0.00	
Purchase of Services	6,000.00	6,000.00	0.00	0.00	
Materials and Supplies	0.00	0.00	0.00	0.00	
Sundry Charges	0.00	0.00	0.00	0.00	
TOTAL	6,000.00	6,000.00	0.00	0.00	0.00
ANIMAL INSPECTOR:					
Personal Services	66,522.00	66,522.00	0.00	0.00	
Purchase of Services	2,950.00	1,728.00	1,222.00	1,222.00	
Materials and Supplies	3,875.00	2,807.00	1,068.00	1,068.00	
Sundry Charges	3,000.00	3,000.00	0.00	0.00	
Capital Outlay	0.00	0.00	0.00	0.00	
TOTAL	76,347.00	74,057.00	2,290.00	2,290.00	0.00
PARKING CLERK:					
Personal Services	2,678.00	2,678.00	0.00	0.00	
Purchase of Services	9,325.00	5,952.00	3,373.00	3,373.00	
Materials and Supplies	200.00	125.00	75.00	75.00	
TOTAL	12,203.00	8,755.00	3,448.00	3,448.00	0.00
Total Protection Persons & Property	11,295,724.00	11,073,572.00	222,152.00	222,152.00	0.00

HUMAN SERVICES

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
COUNCIL ON AGING:					
Personal Services	202,338.00	195,122.00	7,216.00	7,216.00	
Purchase of Services	5,600.00	4,948.00	652.00	652.00	
Materials and Supplies	12,600.00	9,575.00	3,025.00	3,025.00	
Mystic Valley Elder Service	6,275.00	6,275.00	0.00	0.00	
Capital Outlay	0.00	0.00	0.00	0.00	
TOTAL	226,813.00	215,920.00	10,893.00	10,893.00	0.00

HEALTH DEPARTMENT:

Personal Services	55,207.00	54,747.00	460.00	460.00	
Purchase of Services	114,644.00	114,146.00	498.00	498.00	
Materials and Supplies	2,016.00	1,557.00	459.00	459.00	
Sundry Charges	42,085.00	42,085.00	0.00	0.00	
TOTAL	213,952.00	212,535.00	1,417.00	1,417.00	0.00

RECREATION:

Personal Services	92,270.00	92,270.00	0.00	0.00	
TOTAL	92,270.00	92,270.00	0.00	0.00	0.00

VETERANS' DEPARTMENT:

Personal Services	16,870.00	16,870.00	0.00	0.00	
Recipients	170,000.00	153,655.00	16,345.00	16,345.00	
Purchase of Services	49,937.00	49,934.00	3.00	3.00	
Materials and Supplies	600.00	375.00	225.00	225.00	
Memorial Day	3,500.00	3,500.00	0.00	0.00	
Veterans Day	1,500.00	190.00	1,310.00	1,310.00	
TOTAL	242,407.00	224,524.00	17,883.00	17,883.00	0.00
Total Human Services	775,442.00	745,249.00	30,193.00	30,193.00	0.00

PUBLIC WORKS DEPT.

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
PERSONAL SERVICES:					
Personal Services Breakdown:	3,397,240.00	3,391,996.00	5,244.00	5,244.00	0.00
Administration	147,357.00	165,934.00	-18,577.00	-18,577.00	
Engineering	234,920.00	281,464.00	-46,544.00	-46,544.00	
Fleet Maintenance	300,551.00	314,605.00	-14,054.00	-14,054.00	
Buildings	680,188.00	705,152.00	-24,964.00	-24,964.00	
Forestry and Parks	792,331.00	715,591.00	76,740.00	76,740.00	
Cemetery	265,941.00	215,785.00	50,156.00	50,156.00	
Highway	1,018,455.00	1,035,968.00	-17,513.00	-17,513.00	
TOTAL	3,439,743.00	3,434,499.00	5,244.00	5,244.00	0.00
LESS:					
Perpetual Care Income	42,500.00	42,500.00	0.00		
Park Trust Funds Available	3.00	3.00	0.00		
To Be Appropriated From The Sale of Lots Funds	31,000.00	31,000.00	0.00		
TOTAL	3,397,240.00	3,391,996.00	5,244.00	5,244.00	0.00
Purchase of Services					
Purchased Service Breakdown:	1,063,687.00	1,063,318.00	369.00	369.00	
Administration	21,300.00	22,202.00	-902.00	-902.00	
Engineering	12,225.00	12,189.00	36.00	36.00	
Fleet Maintenance	73,675.00	69,485.00	4,190.00	4,190.00	
Buildings	529,787.00	559,421.00	-29,634.00	-29,634.00	
Forestry and Parks	154,850.00	107,738.00	47,112.00	47,112.00	
Cemetery	16,800.00	12,614.00	4,186.00	4,186.00	
Highway	255,050.00	279,669.00	-24,619.00	-24,619.00	
TOTAL	1,063,687.00	1,063,318.00	369.00	369.00	0.00
MATERIALS AND SUPPLIES:					
Material & Supplies Breakdown:	623,687.00	623,375.00	312.00	312.00	0.00
Administration	7,100.00	5,835.00	1,265.00	1,265.00	
Engineering	5,300.00	1,916.00	3,384.00	3,384.00	
Fleet Maintenance	214,987.00	248,987.00	-34,000.00	-34,000.00	
Buildings	118,600.00	92,878.00	25,722.00	25,722.00	
Forestry and Parks	113,675.00	106,189.00	7,486.00	7,486.00	
Cemetery	18,375.00	19,703.00	-1,328.00	-1,328.00	
Highway	145,650.00	147,867.00	-2,217.00	-2,217.00	
TOTAL	623,687.00	623,375.00	312.00	312.00	0.00

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
<i>SUNDRY CHARGES:</i>					
Sundry Charges Breakdown:	2,825.00	2,518.00	307.00	307.00	0.00
Administration	900.00	896.00	4.00	4.00	
Engineering	600.00	707.00	-107.00	-107.00	
Fleet Maintenance	325.00	275.00	50.00	50.00	
Buildings	250.00	200.00	50.00	50.00	
Forestry and Parks	300.00	195.00	105.00	105.00	
Cemetery	200.00	145.00	55.00	55.00	
Highway	250.00	100.00	150.00	150.00	
TOTAL	2,825.00	2,518.00	307.00	307.00	0.00
<i>CAPITAL OUTLAY</i>	1,302,453.00	1,065,093.00	237,360.00	1,389.00	235,971.00
Administration - Carry Fwd. PY	0.00		0.00	0.00	
Engineering	0.00		0.00	0.00	
Fleet Maintenance	492,953.00	492,300.00	653.00	653.00	
Buildings	673,500.00	500,874.00	172,626.00	736.00	171,890.00
Forestry and Parks	46,000.00	31,965.00	14,035.00	0.00	14,035.00
Cemetery	0.00		0.00	0.00	
Highway	90,000.00	39,954.00	50,046.00	0.00	50,046.00
TOTAL	1,302,453.00	1,065,093.00	237,360.00	1,389.00	235,971.00
Total Public Works	6,389,892.00	6,146,300.00	243,592.00	7,621.00	235,971.00
SNOW AND ICE:	750,000.00	1,103,237.00	-353,237.00	-353,237.00	0.00

PUBLIC WORKS ENTERPRISE

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
<i>WATER DIVISION:</i>					
Personal Services	1,071,676.00	904,804.00	166,872.00	166,872.00	
Purchase of Services	407,421.00	387,371.00	20,050.00	20,050.00	
Materials and Supplies	238,360.00	225,356.00	13,004.00	13,004.00	
Sundry Charges	1,430.00	528.00	902.00	902.00	
Professional Medical Services	750.00	750.00	0.00	0.00	
Contributory Retire. Pensions	174,452.00	174,452.00	0.00	0.00	
Group Insurance	339,847.00	339,847.00	0.00	0.00	
Workers' Compensation Ins.	13,652.00	13,652.00	0.00	0.00	
General Insurance	20,150.00	20,150.00	0.00	0.00	
MWRA Water Assessment	2,191,150.00	2,175,834.00	15,316.00	15,316.00	
Admin Expense (P.S.)	51,702.00	51,702.00	0.00	0.00	
Capital Outlay	139,732.00	123,761.00	15,971.00	367.00	15,604.00
Maturing Debt	415,695.00	415,695.00	0.00	0.00	
Medicare	15,438.00	15,438.00	0.00	0.00	
TOTAL	5,081,455.00	4,849,340.00	232,115.00	216,511.00	15,604.00
<i>SEWER DIVISION:</i>					
Personal Services	727,027.00	711,693.00	15,334.00	15,334.00	
Purchase of Services	307,108.00	298,064.00	9,044.00	9,044.00	
Materials and Supplies	78,032.00	76,917.00	1,115.00	1,115.00	
Sundry Charges	1,200.00	471.00	729.00	729.00	
MWRA Sewer Assessment	6,122,307.00	6,075,836.00	46,471.00	46,471.00	
Workers' Compensation Ins.	8,787.00	8,787.00	0.00	0.00	
General Insurance	12,000.00	12,000.00	0.00	0.00	
Professional Medical Services	750.00	750.00	0.00	0.00	
Contributory Retire. Pensions	113,394.00	113,394.00	0.00	0.00	
Group Insurance	234,675.00	234,675.00	0.00	0.00	
Admin Expense (P.S.)	51,702.00	51,702.00	0.00	0.00	
Capital Outlay	132,000.00	130,753.00	1,247.00	0.00	1,247.00
Maturing Debt	236,413.00	236,413.00	0.00	0.00	
Medicare	10,441.00	10,441.00	0.00	0.00	
TOTAL	8,035,836.00	7,961,896.00	73,940.00	72,693.00	1,247.00

EDUCATION

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
SCHOOL DEPARTMENT:					
Personal Services	30,769,067.00	30,686,352.00	82,715.00	82,715.00	
Purchase of Services	5,710,117.00	5,919,947.00	-209,830.00	-211,080.00	1,250.00
Materials and Supplies	1,710,631.00	1,505,037.00	205,594.00	204,485.00	1,109.00
Sundry Charges	25,450.00	29,004.00	-3,554.00	-3,554.00	
TOTAL	38,215,265.00	38,140,340.00	74,925.00	72,566.00	2,359.00
<u>Plus:</u>					
Capital Outlay	53,000.00	53,000.00	0.00	0.00	
<u>Less:</u>					
Offset Receipts Bus Fees	112,000.00	112,000.00	0.00	0.00	
Total School	38,156,265.00	38,081,340.00	74,925.00	72,566.00	2,359.00
LIBRARY DEPARTMENT:					
Personal Services	1,188,175.00	1,162,753.00	25,422.00	25,422.00	
Purchase of Services	230,066.00	216,874.00	13,192.00	382.00	12,810.00
Materials and Supplies	210,100.00	210,100.00	0.00	0.00	
TOTAL	1,628,341.00	1,589,727.00	38,614.00	25,804.00	12,810.00
<u>Less:</u>					
Library Trust Fund Income	44,795.00	44,795.00	0.00	0.00	
TOTAL	1,583,546.00	1,544,932.00	38,614.00	25,804.00	12,810.00
CAPITAL OUTLAY					
Masonry Improvement	15,000.00	8,850.00	6,150.00	350.00	5,800.00
Library Paint and Repair	0.00		0.00	0.00	
Building Improvement-HVAC	12,500.00	12,831.00	-331.00	-331.00	
	27,500.00	21,681.00	5,819.00	19.00	5,800.00
TOTAL	1,611,046.00	1,566,613.00	44,433.00	25,823.00	18,610.00
NE MET. REG. VOC.	1,182,627.00	1,142,649.00	39,978.00	39,978.00	
Total Education	40,949,938.00	40,790,602.00	159,336.00	138,367.00	20,969.00

UNCLASSIFIED

	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018	DISPOSITION OF BALANCE	
				Transfer to Town Revenue	Encumbered Fiscal 2019
STREET LIGHTS	188,131.00	188,131.00	0.00	0.00	
MISCELLANEOUS	40,050.00	33,185.00	6,865.00	6,865.00	
HISTORICAL COMMISSION	2,000.00	1,719.00	281.00	281.00	
GENERAL INSURANCE	356,800.00	352,884.00	3,916.00	3,916.00	
MEDICARE	682,400.00	680,236.00	2,164.00	2,164.00	
UNEMPLOYMENT INSURANCE	75,000.00	57,695.00	17,305.00	17,305.00	
RESERVE FUND	300,000.00	283,103.00	16,897.00	16,897.00	
Total Unclassified	1,644,381.00	1,596,953.00	47,428.00	47,428.00	0.00

BENEFITS & ADMINISTRATION

PERSONAL SERVICES	166,686.00	166,685.00	1.00	1.00	
WORKERS' COMPENSATION	421,605.00	410,406.00	11,199.00	11,199.00	
PROFESSIONAL MEDICAL	11,850.00	11,075.00	775.00	775.00	

RETIREMENT SYSTEM:

Pension Accumulation Fund	4,308,541.00	4,308,541.00	0.00	0.00	
Non-Contributory Pension Fund	40,359.00	38,105.00	2,254.00	2,254.00	
Assessments, Non-Contributory	0.00	0.00			
Veterans Pension Fund	0.00				
Total Benefits & Admin.	4,949,041.00	4,934,812.00	14,229.00	14,229.00	0.00

**CONTRIBUTORY GROUP HEALTH
AND LIFE INSURANCE:**

Town & School Appropriation	11,395,332.00	10,405,603.00	989,729.00	989,729.00	
Total Group Insurance	11,395,332.00	10,405,603.00	989,729.00	989,729.00	0.00

**Town of Wakefield
Fiscal 2018 Summary**

	Appropriation	Expenditure	Balance	Transfer to Revenue	Encumbered
General Government	3,041,556.00	2,723,100.00	318,456.00	221,094.00	97,362.00
Protection of Persons & Property	11,295,724.00	11,073,572.00	222,152.00	222,152.00	0.00
Human Services	775,442.00	745,249.00	30,193.00	30,193.00	0.00
Public Works Dept.	6,389,892.00	6,146,300.00	243,592.00	7,621.00	235,971.00
Education	40,949,938.00	40,790,602.00	159,336.00	138,367.00	20,969.00
Unclassified	1,644,381.00	1,596,953.00	47,428.00	47,428.00	0.00
Benefits & Admin.	4,949,041.00	4,934,812.00	14,229.00	14,229.00	0.00
Group Insurance	11,395,332.00	10,405,603.00	989,729.00	989,729.00	0.00
TOTAL	80,441,306.00	78,416,191.00	2,025,115.00	1,670,813.00	354,302.00
Snow & Ice	750,000.00	1,103,237.00	-353,237.00	-353,237.00	0.00
Enterprise Funds				Balance	Encumbered
Water Enterprise Fund	5,081,455.00	4,849,340.00	232,115.00	216,511.00	15,604.00
Sewer Enterprise Fund	8,035,836.00	7,961,896.00	73,940.00	72,693.00	1,247.00

Article Summary Fiscal 2018

Dept.	Meeting Ref.	Description	Appropriation Fiscal 2018	Expenditure Fiscal 2018	Balance Fiscal 2018
Selectmen		Walton School Renovations	6,000,000.00	2,564,340.00	3,435,660.00
Police/Fire		Radio System	180,000.00	13,800.00	166,200.00
DPW		Eminent Domain Proceed	1.00	0.00	1.00
		Roadway Improvements	200,000.00	199,783.00	217.00
		Storm Water Program	100,000.00	62,370.00	37,630.00
		New Sidewalks	50,000.00	14,658.00	35,342.00
		New Salem Street Drainage	855,000.00	50,020.00	804,980.00
		Flow Gauge Meters	100,000.00	0.00	100,000.00
		Trash Disposal	1,699,705.00	1,697,242.00	2,463.00
Interfund		Capital Project Fund	4,252,000.00	4,252,000.00	0.00
Water		Replace Water Mains	165,000.00	87,696.00	77,304.00
		Broadway Treatment Plant	160,000.00	0.00	160,000.00
		Pressure Tank-Sydney Street	75,000.00	1,500.00	73,500.00
Sewer		Two Pump Station Upgrades	971,160.00	63,963.00	907,197.00
		Total:	<u>14,807,866.00</u>	<u>9,007,372.00</u>	<u>5,800,494.00</u>

Town of Wakefield
Reserve Fund Transfer Analysis
Fiscal 2018

Available Fiscal 2018 **\$300,000.00**

Voted June 28, 2018

Town Council	Expense	24,333.00
Misc Town Council	Expense	14,925.00
Legal	Expense	138,130.00
Legal	Expense	3,585.00
Election Expense	Salary/Expense	7,500.00
Election & Reg.	Expense	7,500.00
Board of Appeals	Expense	4,000.00
Professional Medical	Expense	4,500.00
DPW	Expense	78,630.00

Total Requested	283,103.00
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Remaining Balance	16,897.00
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Massachusetts Department of Revenue, Division of Local Services
Bureau of Accounts ~ Automated Statement of Indebtedness

City/Town/District of : WAKEFIELD

FY2018

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2017	+ New Debt Issued	- Retirements	= Outstanding June 30, 2018	Interest Paid in FY2018
Buildings	3,023,000.00		628,000.00	2,395,000.00	116,916.00
Departmental Equipment				0.00	
School Buildings	329,000.00		55,000.00	274,000.00	10,116.00
School - All Other				0.00	
Sewer	941,284.00		180,810.00	760,474.00	6,467.00
Solid Waste				0.00	
Other Inside	4,825,000.00		395,000.00	4,430,000.00	164,862.00

SUB - TOTAL Inside	\$9,118,284.00	\$0.00	\$1,258,810.00	\$7,859,474.00	\$298,361.00
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Long Term Debt Outside the Debt Limit	Outstanding July 1, 2017	+ New Debt Issued	- Retirements	= Outstanding June 30, 2018	Interest Paid in FY2018
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings	40,687,000.00		2,550,000.00	38,137,000.00	1,397,435.00
Sewer				0.00	
Solid Waste				0.00	
Water	2,691,250.00		502,625.00	2,188,625.00	38,111.00
Other Outside	68,949.00		10,328.00	58,621.00	

SUB - TOTAL Outside	\$43,447,199.00	\$0.00	\$3,062,953.00	\$40,384,246.00	\$1,435,546.00
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TOTAL Long Term Debt	\$52,565,483.00	\$0.00	\$4,321,763.00	\$48,243,720.00	\$1,733,907.00
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Short Term Debt	Outstanding July 1, 2017	+ Issued	- Retired	= Outstanding June 30, 2018	Interest Paid in FY2018
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RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings				0.00	
School Buildings	3,352,743.00	7,753,042.00	3,352,743.00	7,753,042.00	22,165.00
Sewer				0.00	
Water				0.00	
Other BANs	1,547,000.00	2,349,000.00	1,547,000.00	2,349,000.00	10,227.00
SANs - State Grant Anticipation				0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt				0.00	

TOTAL Short Term Debt	\$4,899,743.00	\$10,102,042.00	\$4,899,743.00	\$10,102,042.00	\$32,392.00
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GRAND TOTAL All Debt	\$57,465,226.00	\$10,102,042.00	\$9,221,506.00	\$58,345,762.00	\$1,766,299.00
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Council on Aging Form of Bequest

I hereby give and bequeath to the Friends of the Council on Aging, Wakefield, Mass., the sum of Dollars to have and to hold, to be used for the unrestricted purposes of the said Council.

Library Form of Bequest

I hereby give and bequeath to the Trustees of the Lucius Beebe Memorial Library, Wakefield, Mass., the sum of Dollars to have and to hold, to be used for the unrestricted purposes of the said library.

Emergency Numbers

POLICE or Ambulance

{9-1-1}

FIRE Rescue or Inhalator

Your Town Government

Animal Inspector	781-231-0474
Assessors	781-246-6380
Beebe Library	781-246-6334
Collector of Taxes	781-246-6386
Council on Aging	781-245-3312
Emergency Management	339-219-4614
Fire Department (general)	781-246-6432
Health Department	781-246-6375
Human Resources	781-246-6396
Housing Authority	781-245-7328
Inspectional Services	781-246-6388
I.T.	781-246-6498
Municipal Light Department	781-246-6363
Parking Clerk	781-246-6330
Police Dept. (general)	781-246-6321
Public Works	781-246-6300
Retirement Board	781-246-6352
School Department	781-246-6400
Town Administrator	781-246-6390
Town Accountant	781-246-6395
Town Clerk	781-246-6383
Town Treasurer	781-246-6340