



# A HEALTHY WAKEFIELD



It's all about the

W &

wear your

MASK



wash your

HANDS



watch your

DISTANCE



TOWN OF WAKEFIELD

# **209TH ANNUAL REPORT OF THE TOWN OFFICERS OF THE**



## **TOWN OF WAKEFIELD MASSACHUSETTS**

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

**2020**

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## **TOWN OF WAKEFIELD**

Population 2021 Census: 24,691

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 JANUARY 1, 2020**

### **\*Town Council**

Edward F. Dombroski, Jr., Chair (2023)

Mehreen N. Butt (2023)

Jonathan P. Chines (2022)

Paul R. DiNocco (2021)

Julie Smith-Galvin (2021)

Peter J. May (2022)

Ann McGonigle Santos (2022)

### **\*\*Town Administrator**

Stephen P. Maio

### **\*\*Chief of Police**

Steven A. Skory

### **\*\*Fire Chief**

Michael J. Sullivan

### **\*\*Director of Assessments**

Victor P. Santaniello

### **\*\*Dog Officer/Animal Inspector**

Kenneth J. Stache

### **\*\*Electrical Inspector**

David J. Sardella

### **\*\*Emergency Management Director**

Thomas P. Walsh

### **\*\*Inspector of Buildings**

Benjamin DeChristoforo

### **\*Moderator**

William Harbison Carroll (2023)

**\*\*Parking Clerk**

Kenneth J. Stache

**\*\*Plumbing/Gas Inspector**

Paul J. Donohoe

**\*Tax Collector**

Kathleen M. Kelly (2021)

**\*\*Town Accountant**

Kevin M. Gill

**\*Town Clerk**

Betsy Sheeran (2023)

**\*\*Town Counsel**

Thomas A. Mullen

**\*Treasurer**

John J. McCarthy, Jr. (2022)

**\*\*Veterans Agent**

David Mangan

**Executive Secretary/Town Accountant**

John J. McCarthy, Emeritus, January 26, 1991

**Executive Secretary/Town Administrator**

Thomas P. Butler, Emeritus, May 31, 2008

**\*\*Advisory Board of Public Works**

Maria Palomino (2023)

Elena Proakis Ellis (2022)

Christopher Tarr (2021)

**\*\*Albion Cultural Exchange Committee**

Christopher Carino (2021)

Anthony DeMarco (2021)

Kathy Frey (2021)

Karen Gagne Lee (2022)

Doug Henning (2021)

Donna Murphy (2022)

Joy Schilling (2022)

**\*\*Board of Appeals**

David W. Hatfield (2023)  
James H. McBain (2022)  
Joseph Pride (2022)  
Charles L. Tarbell, Jr. (2021)  
Ami Wall (2023)  
Michael Feeley, Alternate (2021)  
Thomas Lucey, Alternate (2021)  
Gregory McIntosh, Alternate (2021)

**\*Board of Assessors**

Jane A. D'Addario (2021)  
Brian Donegan (2022)  
David Ledonne (2023)

**\*Board of Health**

Candace Linehan (2023)  
Elaine M. Silva (2022)  
Laurel Skinder Gourville (2021)

**\*Lucius Beebe Memorial Library Trustees**

Christopher M. Barrett (2022)  
Laura Cutone Godwin (2023)  
Timothy F. Healy (2022)  
Aimee Lominac (2021)  
Jeffrey Michael Quinn (2022)  
Adam Rodgers (2023)  
Kevin Patrick Scanlon (2021)  
Cindy A. Schatz (2021)  
Susan Wetmore (2023)

**\*\*Board of Registrars**

Kathleen M. Beaulieu  
Wesley A. Beckett  
Barry D. Noyes  
Betsy Sheeran, Clerk to the Board of Registrars

**\*\*Capital Planning Committee**

Daniel Calore (2023)  
Tracey Cleversey (2023)  
Franklin C. Leone, Jr. (2021)  
Philip Renzi (2022)  
David Whithan (2021)  
Jeffrey Guinta, Non-voting member (2023)

**\*\*CATV Advisory Committee**

Brendan Connell (2022)  
Daniel P. Lieber (2021)

## **\*\*Commission on Disability Issues**

Darci Burns (2022)  
Cheryl Callanan (2023)  
Maeve Conway (2023)  
Levonne Coughlin (2023)  
Lorna Davidson-Connelly (2022)  
Lois E. Jarema-Benjamin (2023)  
Marie Rej (2021)  
Paula Thompson (2022)

## **\*\*Conservation Commission**

Kenneth Alepidis (2023)  
Teresa Belmonte (2021)  
Silvana Bouhlal (2022)  
Frank Calandra (2022)  
Frank J. Luciani, Jr. (2023)  
Peter M. Miller (2021)  
Robert J. Romano (2021)

## **\*Constables**

Richard O. Bayrd (2022)  
Christian Kevin Lopes (2022)  
Kevin J. Lopes (2023)

## **\*\*Council on Aging**

Florence Calore (2023)  
Thomas Coffin (2022)  
Elizabeth Ellis (2023)  
Maureen Hickey (2021)  
Maureen Howlett (2022)  
Susan Jepson (2022)

## **\*Cultural Council**

Kathleen Cain (2023)  
Colleen Getty (2022)  
Sarah Madeleine Tierney Guerin (2021)  
Jamie Hale (2022)  
Andy Levine (2021)  
Caroline Lieber (2022)

## **\*Environmental Sustainability Committee**

Robert Darnell (2022)  
Robin Greenberg (2022)  
Mary Hajjar (2022)  
Myra Sessions (2022)  
Thomas Boettcher, WMGLD Representative  
Joseph Conway, DPW Director  
Julie Smith Galvin, Town Council Representative  
Suzy Veilleux, School Committee Representative

## **Environmental Sustainability Committee (continued)**

Sophie Brown, Student Liaison  
Addie Festel, Student Liaison  
Abigail Lane, Student Liaison  
Nicholas Pilleri, Student Liaison

## **\*\*Fence Viewing Committee**

Amanda Abbott (2021)  
Dennis M. Cloherty (2023)  
John Murray (2022)

## **\*\*Finance Committee**

Joseph Bertrand (2022)  
William Boodry (2021)  
Douglas Butler (2023)  
Stefan Chase (2021)  
Brian Cusack (2022)  
Aimee Forsythe (2023)  
Dennis Hogan (2021)  
Tarae Howell (2023)  
Evan Kenney (2021)  
Gerard Leeman (2022)  
David Mastroianni (2023)  
Donald Ravenelle (2023)  
Joanne Reilly (2021)  
Daniel Sherman (2022)  
James Sullivan (2022)

## **\*\*Historical Commission**

Daniel Benjamin Jr. (2022)  
Nancy L. Bertrand (2023)  
Cathlina Driver (2022)  
Therese Frazier (2021)  
Francene Harrington (2023)  
Gene A. Moulton (2023)  
Jennifer Osterhout (2021)

## **\*Housing Authority, Re-election in abeyance since 2016**

Shannon Arnold (2021)  
Charles Geier (2021)  
Jane Good (2024)  
Lorelei Mackay (2022)  
Valerie Pennington (2025)

**\*\*Human Rights Commission**

Teresa Aravena-Gongalez (2021)  
Jennifer Boettcher (2021)  
Nicole Jacob (2023)  
Jeremy Little (2021)  
Maria Muti (2022)  
Sherri Oken (2022)  
Kimberley Ring Allen (2021)  
Benny Wheat (2023)  
Faith Defendre, Wakefield High School Representative (2021)  
Elizabeth Assenza, Council of Clergy Member  
Officer Amy Rando, Member  
Steven A. Skory, Ex Officio  
Stephen P. Maio, Ex Officio  
Douglas Lyons, Ex Officio

**\*Municipal Gas & Light Commission**

Thomas Boettcher (2022)  
Kenneth J. Chase, Jr. (2021)  
Philip Courcy (2022)  
Jennifer Kallay (2021)  
John J. Warchol (2023)

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

Brittany Carisella (2024)

**\*\*Permanent Building Committee**

Joseph B. Bertrand (2022)  
Jason Cohen (2021)  
Timothy Demers (2023)  
Janine Fabiano (2021)  
Thomas Galvin (2022)  
Jerry Hammersley (2021)  
John McDonald (2022)  
Charles L. Tarbell, Jr. (2023)  
Wayne Hardacker, Non-voting member (2023)  
Marc Moccio, Non-voting member (2023)  
Philip Renzi, Non-voting member (2023)

**\*Planning Board**

William M. D'Amore (2022)  
Matthew Lowry (2025)  
Megan Menesale (2021)  
Joanne Scouler (2021)  
William L. Spaulding (2021)

**\*\*Recreation Commission**

Gerald E. Barrett (2023)  
Robert Burnett (2022)  
Annie K. Duvall (2021)  
Todd Fickes (2021)  
Christine M. Gargano (2021)  
Julie Grillon (2022)  
Susan Hickey (2023)  
Richard Stevens (2023)  
Jeanne Stinson (2022)

**Retirement Board**

\*Joseph P. Albert (2022)  
\*\*Sherri A. Dalton  
\*Dennis P. Fazio (2021)  
\*\*Daniel W. Sherman (2023)  
Kevin Gill, Ex-Officio

**\*School Committee**

Michael T. Boudreau (2023)  
Darci A. Burns (2021)  
Colleen E. Guida (2021)  
Gregory Liakos (2021)  
Thomas F. Markham, III (2022)  
Aimee J. Purcell (2021)  
Susan L. Veilleux (2022)

**\*Sweetser Lecture Advisory Committee**

Jeanne Blumer  
Robert L. Burk  
Helen Hincman  
Faith Hodgkins  
Susan K. Kilkelly  
Lorraine Lackey  
Diane Lind  
Sara M. Murphy  
Julie Scott  
Joseph G. Spear

**\*Traffic Advisory Committee**

Lt. Joseph Anderson  
Daniel L. Benjamin, Jr., Resident Representative  
Lois Jarema Benjamin, Commission on Disability Issues Representative  
John Connors, Resident Representative  
Joseph Conway, DPW Director  
Matt Kealey, VHB Engineer  
Stephen P. Maio, Town Administrator  
William Renault, Town Engineer

## **\*\*Veteran Advisory Board**

Daniel L. Benjamin, Jr. (2022)

Paul Cancelliere (2023)

Melinda Cook (2022)

Marion Dennehy (2023)

Robert Ettinger (2023)

Brian McCoubrey (2023)

Sean McGrath (2023)

Jacquelynne Millinor (2023)

Michael Owen (2023)

Richard Pearson (2021)

James Pinette (2022)

Kristi Yentile (2023)

## **\*\*Youth Council**

Anthony Amatucci (2021)

Lauren Blois (2021)

Megan Cohen (2021)

Emmanuella Desruisseaux (2021)

Jack Dubow (2021)

Jenna Farber (2021)

Madeline Fournier (2021)

Uma Gerweck (2021)

Yana Herzog (2021)

William Mezikofsky (2021)

Summer Milsky (2021)

Nicholas Pilleri (2021)

Alyssa Toppi (2021)

Ali Zain Al-Abideen H. Atoui, Non-voting Member, (2021)

Thomas Berinato, Non-voting Member (2021)

Catherine Dhingra, Adult Advisor

\*Elected \*\*Appointed

## **WAKEFIELD VOTERS ELECT:**

Board of Assessors  
Board of Health  
Board of Library Trustees  
Constables  
Moderator  
Municipal Gas & Light Commissioners  
Northeast Metropolitan Regional  
Vocational School Representative

School Committee  
Tax Collector  
Town Clerk  
Town Council  
Town Planning Board  
Town Treasurer  
Wakefield Housing Authority

## **TOWN COUNCIL APPOINTS:**

Advisory Board of Public Works  
Albion Cultural Exchange Committee  
Board of Appeals  
Board of Registrars  
Cable TV Advisory Committee  
Capital Planning Committee  
Capital Planning Committee  
Commission on Disability Issues  
Conservation Commission  
Council on Aging  
Cultural Council Committee  
Election Officers  
Environmental Sustainability  
Committee

Fence Viewing Committee  
Finance Committee  
Historical Commission  
Human Rights Commission  
Permanent Building Committee  
Recreation Commission  
Sweetser Lecture Advisory  
Committee  
Town Administrator  
Town Counsel  
Various Special Committees  
Veteran's Advisory Board  
Wakefield Cultural Council  
Youth Council

The Chair of the Town Council, the Town Moderator, and the Chair of Finance Committee appoint the Finance Committee

## **TOWN ADMINISTRATOR APPOINTS:**

Community and Economic Development Director  
Dog Officer/Animal Inspector  
Emergency Management Director  
Fire Chief  
Inspector of Buildings  
Parking Clerk  
Plumbing/Gas Inspector  
Police Chief  
Town Accountant  
Veteran's Service Agent  
Wire Inspector

## HOW IT'S DONE IN WAKEFIELD

Prepared by the Town Clerk and the League of Women Voters of Wakefield

Voter Registration  
Local Elections  
Town Meeting

### **Voter Registration**

To register to vote in Wakefield you must be:

- An American citizen native-born or naturalized
- At least 18 years old on the date of the election
- A resident of Wakefield, Massachusetts

When and where to register:

- Online at [www.sec.state.ma.us/ovr](http://www.sec.state.ma.us/ovr)
- Monday's through Wednesday's, 8:00 a.m. to 4:30 p.m., Thursday's 8:00 a.m. to 7:00 p.m. and Friday's 8:00 a.m. to 12:30 p.m. and during any extra hours scheduled by the Board of Registrars; see local newspapers and Town's website for times.
- Town Clerk's office, Town Hall, One Lafayette Street, OR in any other city or town in the Commonwealth of Massachusetts; your registration will be forwarded to Wakefield Town Clerk for inclusion on local voting list.
- You may also request a mail-in registration form.

Deadlines for registration:

- To vote in state or presidential primaries or state elections, you must register to vote at least 20 days before the election.
- To vote in the local elections, or to vote at Annual Town Meeting, you must register to vote at least 20 days prior to the election.
- To vote at a Special Town Meeting, you must register at least 10 days prior to the meeting.

More about registration:

Registration is permanent unless a voter moves to a new city or town. However, failure to respond to the Annual Census may result in being dropped from the active list of Registered Voters. A voter, moving from one precinct to another with the Town, should immediately notify the Registrars of the changes to assure being able to vote in the new precinct. Otherwise, s/he must vote in his/her former address.

Registrations are administered by the Board of Registrars. The Board is composed of three citizens, appointed for three-year terms by the Town Council and the Town Clerk, who by virtue of their office, serves as clerk of the board.

Polling place:  
Galvin Middle School, 525 Main Street.

### **Local Elections:**

Local elections are held annually on the fourth Tuesday in April and are non-partisan. Write-ins are permitted and absentee voting is allowed.

To become a candidate for local office, a citizen must:

- Be a registered voter in Wakefield, Massachusetts.
- Obtain nomination papers from the Town Clerk (one set of papers for each office sought in the election).
- Obtain the signatures of 50 citizens who are registered to vote in Wakefield.
- Submit nomination papers to the Board of Registrars 49 days prior to the town election for certification of the signatures.
- File nomination papers with the Town Clerk by 5:00 p.m. on the 35th day before the town election. This places the candidate's name officially on the ballot.

To join a political party:

A citizen may choose to declare his/her choice of political affiliation when he/she registers to vote, or may declare his/her party choice when voting in primary elections. If a voter chooses not to declare his/her party, he/she will be listed as an "unenrolled voter" on voting lists.

To change or cancel party enrollment/serve as a delegate:

A voter may appear in person at the Town Clerk's office, visit [www.sec.state.ma.us/ovr](http://www.sec.state.ma.us/ovr), or use the postal system to change his/her party designation. This may be done at any time.

A party member is eligible to be a delegate to his/her party conventions; delegates are chosen every four years on the presidential primary ballot.

### **Town Meeting**

Procedure at Town Meeting is set forth in the Town Charter.

The Town Meeting Warrant is a collection of articles presented by departments, committees, and voters for consideration at an Annual or Special Town Meeting. The warrant is composed by the Town Administrator's office, with articles being entered by request or petition. Individual voters may have an article inserted by petition. The Town Council receive all petitions for the warrant. Signatures of ten or more registered voters are required on articles for Annual Town Meetings; 100 signatures are required on articles filed by citizens in warrants for Special Town Meetings. Signatures on petitions must be substantially as the voters' names appear on the voting list. Voters may request the advice of the Town Counsel in drawing up an article.

Customarily, public announcements are made of the opening and closing dates of the warrant. Citizens, however, may take their petitions to the Town Council at any Board meeting during the year and the Town Council will hold such articles for insertion in the warrant for the next Town Meeting. Department managers enter their articles by the process of request.

### **Annual Report**

The Annual Report is comprised of reports from all Town departments, including operating expenses and statistical information. The Annual Report is compiled by the Town Administrator's office, and copies are available free prior to the Annual Town Meeting.

## **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 11, 2020, following the Town Election in April, Ann McGonigle Santos was elected Chair and Julie Smith Galvin was elected Vice-Chair. The Town Council meets on the second and fourth Mondays of the month.

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 Council has supported sound fiscal policies, guided by the Town Administrator and the experienced financial team he has assembled.

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.

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.

Members of the Town Council include: Ann McGonigle Santos, Chair; Julie Smith Galvin, Vice Chair; Mehreen N. Butt; Jonathan P. Chines; Paul R. DiNocco; Edward F. Dombroski, Jr., and Peter J. May. Sherri A. Dalton serves as the Town Council Clerk.

## REPORT OF THE TOWN ADMINISTRATOR

To paraphrase a Tale of Two Cities, 2020 started off in the best of times and quickly, a quarter of the way into the year, spiraled into the worst of times as the reality of the coronavirus pandemic controlled practically all aspects of our daily lives.

The year started out innocently enough as the majority of the Town Council once again attended the Mass Municipal Association's annual meeting where we all participated in seminars and breakout sessions designed to enhance our knowledge of cutting-edge best practices of municipal government. The early months also involved the negotiated settlements of contracts with our Police and Fire Unions. Our community garden registration process was well underway, and we were finalizing negotiations on the Woods subdivision matter. Then, all changed one dreary day in March when we were advised by our Health Director that we needed to close our doors to the public for the safety of all. Life in the time of the coronavirus had begun.

We are nothing but resilient. We quickly put a coronavirus task force together. This group created protocols necessary to ensure that services remained intact for the public as we equipped our work spaces to protect our employees and provided them with the necessary technology to work from home. After a very brief closure to in-person visits, we reopened Town Hall with reduced hours, months before surrounding communities.

We also quickly embraced and implemented remote public meetings via the Zoom platform. We trained our committee chairs, and the gears of government continued to turn. This allowed us to complete hearings with not only the Town Council, School Committee, and Finance Committee, but also enabled the adjudicatory boards to rule on land and/or building-use applications. In Wakefield, variances and special permits were granted, allowing commerce to continue. Again, I believe that we were ahead of the curve.

We ramped up our messaging both in print and electronically and provided drop-off boxes at Town Hall to enhance public access. In April, the Town delivered five masks to each household. Thank you to our Town employees and volunteers who went door to door to make this happen.

Unfortunately, as the number of infections soared, we were forced to issue mask orders, close down playgrounds, and cancel many cherished activities. We even restricted parking around the Lake to limit the size of gatherings. These decisions were not easy, but necessary.

As a Town which cherishes the Open Town Meeting concept, and despite the fact that Town Meetings were exempt from the indoor gathering limitations, the conducting of a traditional Town Meeting proved to be problematic, as the safety of our citizens is paramount. Therefore, we moved our Annual Town Meeting from May 4, 2020, to Saturday, June 20, 2020, and relocated the venue to the High School. Our DPW, working in

conjunction with Wakefield Community Access Television (WCAT), arranged a socially distant venue both inside the field house and outdoors in a tent. The plan worked out flawlessly as the Town's residents were presented with 28 articles on which to opine. In addition to the budget (which was reduced due to the effects of the pandemic), the body approved a \$9.6 Million expenditure to refurbish our public safety building, a \$10 Million road improvement program, as well as contracts for our well-deserved Police, Fire, and Supervisors Unions.

This meeting also included the first use of the "Consent Agenda" at a Wakefield Town Meeting. The Consent Agenda allows for a number of Warrant Articles to be voted on together in one motion. These are articles where it is anticipated that there will be no debate. At the June meeting, several articles, ranging from funding refuse removal to establishing a FY2021 Cable Television Public Access Enterprise Fund, were voted on in one motion. This procedure helped limit the time that the attendees at Town Meeting were exposed. It is important to note that if a single person objects, that item is removed from the Consent Agenda motion.

The most important outcome of Town Meeting, however, was that there were no reported incidences of the transmission of coronavirus from the meeting.

After the meeting, a citizen filed suit in Superior Court to block the vote authorizing the Public Safety Building expenditure. After a hearing where the Town was represented brilliantly by Town Counsel Thomas Mullen, the judge quickly dismissed the case. The Public Safety Building project should see construction begin in 2021.

On June 23, 2020, the Town held its Town Election (delayed due to the pandemic) and, again, there were no reported incidents of transmission.

As the Governor opened up sectors of the economy, the Town embraced new programs to assist our business community. In June, the Town Council opened the public ways and allowed restaurants to utilize them for outdoor dining. Many restaurants came to the streets and we started to see some semblance of normalcy. Events like the Independence Day children's events, parade, and fireworks were cancelled, as were the Festival Italia and Holiday Stroll. The Farmers Market, however, did present a plan which was approved by the Health Department, and many enjoyed the ability to purchase fresh fruits and vegetables in a limited social gathering. Wakefield's Community Garden kicked off and many enjoyed their new plots at J.J. Round Park.

Town government continued to function and evolve. A few of our key employees decided to enjoy retirement as our longtime Building Inspector Jack Roberto and Town Planner Paul Reavis traded in long days for more time with their families. They will be sorely missed.

With retirements come new appointments. I am happy to report that Benjamin DeChristoforo was appointed Building Inspector and Erin Kokinda was appointed Economic and Community Development Director. Our expectations are very high for both Ben and Erin.

The year also included the appointment of the first Deputy Fire Chief in Wakefield (at least in my memory). Congratulations to Deputy Chief Thomas Purcell of whom we also have high expectations.

In November, we held Saturday Town Meeting: The Sequel. Again, the DPW and WCAT performed admirably and again everyone remained safe. This Town Meeting featured some very exciting Articles as the body approved funding to conduct a feasibility study for a renovated or new high school, adopted legislation to allow tax breaks to Veterans and their families, and adopted local bylaws designed to limit the amount of plastic and Styrofoam into the environment.

In 2020, the Town endured another surveillance meeting in regards to its financial rating. I am pleased to report that we continue to maintain a AAA Bond rating, the highest designation.

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. The year proved to be our most challenging yet. But, despite the trials presented, I am convinced that we have emerged stronger. That is a great testament to the fortitude of our citizens. Our successes of 2020 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 Wakefield's management team by the citizens of Wakefield. All is much appreciated.

Steve Maio  
Town Administrator

## REPORT OF THE ASSESSING DEPARTMENT

The mission of the Wakefield Assessing 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 Assessing 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:**

Jane D'Addario, MAA, Chair  
Brian Donegan, Esq. Board Member  
David Ledonne, Board Member

### **Office staff:**

Victor P. Santaniello, MAA, Director of Assessments  
Scott Morrison, MAA, Assistant Assessor  
Kirsten Evans, Office Administrator

During the past year, the major activities undertaken by the Assessing Department include:

- Provided online access to our property record database via the Internet.
- Conducted a state-mandated yearly property revaluation townwide.
- 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.
- Implemented Wakefield's Senior Discount Program.

Special projects and future goals of the Assessing 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 2020 Tax Rate Summary	
Total amount to be raised	\$ 118,199,912.66
Total estimated receipts	\$ 41,778,790.00
<b>Residential Tax Rate: \$12.77</b>	<b>Commercial Tax Rate: \$24.92</b>
Real Property Valuation	\$ 5,246,389,689
Personal Property Valuation	\$ 120,168,990
Total valuation of taxable property	\$ 5,366,558,679
Total real estate tax	\$ 73,426,511.43
Total personal property tax	\$ 2,994,611.23
Tax levy	\$ 76,421,122.66

Fiscal Year 2020 Recap Summary				
Property Class	Levy Percentage	Valuation by Class	Tax Rates	Levy by Class
Residential	78.8236%	\$ 4,717,162,109	12.77	\$ 60,238,160.13
Exempt	-	-	-	-
Open Space	0.0%			
Commercial	14.5757%	\$ 446,978,180	24.92	\$ 11,138,696.25
Exempt	-	-	-	-
Industrial	2.6821%	\$ 82,249,400	24.92	\$2,049,655.05
<b>Subtotal</b>	<b>96.0814%</b>	<b>\$ 5,246,389,689</b>	-	<b>\$ 73,426,511.43</b>
Personal	3.9186%	\$ 120,168,990	24.92	\$ 2,994,611.23
<b>Total</b>	<b>100%</b>	<b>\$ 5,366,558,679</b>	-	<b>\$ 76,421,122.66</b>

Fiscal Year 2020 Minimum Residential Factor Computation		
Class	Full and Fair Cash Value	Percentage Share
1. Residential	\$ 4,999,846,623	88.2954%
2. Open Space	0	0.0000%
3. Commercial	\$ 448,715,841	7.9242%
4. Industrial	\$ 82,115,400	1.4501%
5. Personal Property	\$ 131,956,040	2.3303%
<b>Totals</b>	<b>\$ 5,662,633,904</b>	<b>100.0000%</b>
Maximum Share of Levy CIP Classes 3,4 & 5	1.75 x 11.7046 =	20.4830% Maximum % Share
Minimum Share of Levy for Classes 1 & 2	100% - 20.4830 =	79.5170% Minimum % Share
Minimum Residential Factor (MRF)	.795170 / .882954 =	.900579

Fiscal Year 2020 Assessment/Classification Report					
Property Type	Parcel Count	Class 1 Residential Value	Class 3 Commercial Value	Class 4 Industrial Value	Class 5 Personal Prop. Value
101	6,255	\$3,477,332,200			
102	1,323	\$498,717,600			
Misc. 103, 109	0	0			
104	722	\$412,089,700			
105	131	\$80,190,600			
111 - 125	101	\$198,893,000			
130-132, 106	273	\$21,861,100			
300 - 393	313		\$423,682,325		
400 - 452	93			\$81,607,400	
Ch.61 Land					
Ch.61A Land					
Ch.61B Land	3		\$629,164		
012 - 043	75	\$27,565,009	\$22,666,691	\$642,000	
501	257				\$16,796,750
502	402				\$21,868,200
503					
504,550-552	4				\$66,776,430
505	4				\$12,979,200
508	4				\$1,748,410
<b>Totals</b>	<b>9,961</b>	<b>\$4,717,162,109</b>	<b>\$446,978,180</b>	<b>\$82,249,400</b>	<b>\$120,168,990</b>
<b>Real and Personal Property Total Value</b>				<b>\$5,366,558,679</b>	
<b>Total Value of All Exempt Property</b>				<b>\$396,080,300</b>	

Local Expenditures	
Total Appropriations	\$114,613,470
Other Local Expenditures	\$1,000,000
Snow and Ice Deficit / Overlay Deficits	\$0.00
Allowance for Abatements and Exemptions	\$626,919.66
Total State and County Charges	\$1,916,764
Total Cherry Sheet Offsets	\$42,759
Total of Appropriations and Expenditures	\$118,199,912.66

Estimated Receipts and Available Funds	
State Cherry Sheet Estimates	\$10,858,879
MA School Bldg. Auth	\$927,546
Local Estimated Receipts	\$9,078,789
Enterprise Funds	\$14,785,238
Free Cash	\$704,800
Other Available Funds & WMGLD	\$4,844,512
Offset Receipts	\$115,000
<b>Total:</b>	<b>\$41,778,790</b>

Statutory Exemptions		
Clause	FY 2019	FY 2020
Hardship 5 - 18	\$0.00	\$0.00
Deferral 5 – 41A	\$40,847.46	\$0.00
Elderly 5 – 41	\$62,500	\$65,500
All Veterans & Surviving Spouses 5 – 22 (a-f)	\$101,899.82	\$100,512.84
Surviving Spouses 17D	\$1,925	\$2,100
8 - 58	\$0.00	\$0.00
Blind 5 - 37	\$10,000	\$8,500

Betterments, Special Assessments & Liens		
Category	Total Committed Amounts by Category	
Light Liens	\$29,5555.80	
Sewer Liens	\$277,624.89	
Water Liens	\$196,127.98	
Title V Sewer Upgrade	\$0	
Sewer Betterments	\$4,551.63	
Street & Sidewalk Betterments	\$11,279.34	
Water Betterments	\$0.00	
Total Committed	\$524,077.82	
Motor Vehicle Excise (Comm. 1-6 )	26,506 Bills	\$4,207,003.21

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 some instances, 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.

The year 2020 was one of transition for the planning staff. We said goodbye to long-term Town Planner Paul Reavis and hello to new Community and Economic Development Director Erin Kokinda. In March 2020, the Planning Board pivoted from in-person meetings to virtual meetings via Zoom due to the COVID-19 pandemic. In September 2020, the Planning Board had two new appointments and the Board went from three to five members. In 2020, the Planning Board met twenty times.

Planning Board meetings were devoted to reviewing subdivisions under the Massachusetts Subdivision Control Law, M.G.L. Ch. 41, §81M: Lovis Ave. Extension, 5 Glendale Ave/0 Ossipee Lane, 10 Mansion Road, and 7 Glendale Ave/Wildwood Street.

### **Lovis Avenue Extension**

On July 23, 2019, the Board opened the public hearing. This site is on the eastside of Boynton's Hill in Greenwood and accessed from Stoneham. This project required extensive review from the Conservation Commission as the extension from Lovis Ave. descends and skirts into a wetland. This project needed extensive cut and filling grades to create the three lots. At the beginning of 2020, the project was still being reviewed by a consultant obtained by the Conservation Commission due to wetland issues and groundwater concerns that could impact abutting Forest Street homes.

After Conservation Commission review and approval, they advised a 60 ft. no disturbance zone area for plantings. To address the grade and minimize trucks traveling through the neighborhood, fill will be obtained from an adjacent construction site. The project also included the addition of new street trees and arborvitae. The Planning Board closed the public hearing for the Lovis Ave. Extension definitive plan on September 2, 2020. The decision was endorsed and signed in December.

### **5 Glendale Avenue/0 Ossipee Lane**

Proposed in 2019, these adjacent parcels are two separate subdivisions located on a hillside that slopes from Ossipee Lane down to Glendale Avenue. This project included concurrent reviews between the Planning Board and the Zoning Board of Appeals due to lot-frontage variances needed for both developments. The lower parcel owner, 7 Glendale Ave., submitted plans to improve the abutting right-of-way and create a new lot from the rear portion of 7 Glendale Ave. The owner of the upper parcel

submitted a series of plans dividing the land into three parcels. This second proposal involved extending the Glendale Ave. right-of-way to provide access (requiring frontage) for a new lot known as 5 Glendale Ave. At the end of 2019 / beginning of 2020, the Conservation Commission became involved due to drainage issues and concerns. The plan presented on February 11, 2020, addressed the changing of the drainage easement, removing the swale, and the narrowing of a driveway that addressed the Conservation Commission's concerns. The Planning Board had concerns over the removal of an oak tree that will allow for a lot of light into the wetlands, a "No Dumping Sign," easements, and erosion control measures. On March 10, 2020, a draft definitive plan decision with twenty-six conditions was presented with Supplementary Restrictive Covenant, Easement, and Agreement for Lot 2A, Lot 3A-1, and Lot 3A-2. The public hearing closed on March 10, 2020; the decision was signed in October 2020. A surety was set on November 17, 2020, and the final documents were being prepared for final approval in January 2021.

### **7 Glendale Avenue/Wildwood Street**

September 25, 2018, the Board opened the public hearing. The applicant proposed building on a generally level portion of the site and protecting a heavily wooded hillside with a restrictive covenant. As many public hearings span many meetings, the Board closed the public hearing on December 10, 2019. The decision was signed on January 28, 2020, to precede with definitive subdivision plans and final plans were approved in October 2020.

### **10 Mansion Road**

On March 10, 2020, the Board opened a public hearing. This property was subdivided in the 1970s and twenty-three lots were created on Winship Drive and Mansion Road. The lot that the mansion is situated on is 50,000 square-feet. One person has owned this property and, in 1998, the property was vacated and has been abandoned since then. Over the last decade, there has been a fire, vandalism, and overall deteriorating of the property. The property has since been foreclosed on and is now under new ownership. The proposed plan will subdivide this current lot into two new lots with two single-family homes. The project included concurrent reviews between the Planning Board and the Zoning Board of Appeals due to lot-frontage variance needed. The mansion currently located on the lot will be razed and the owner went through the correct channels with the Historical Commission and Fire Department. The owner plans to work with a landscape architect to make sure the lots are aesthetically pleasing for the neighborhood. The two homes will be traditional colonial-style homes and will be between 3,100 square-feet and 3,500 square-feet. The public hearing was closed and a definitive subdivision was approved.

### **50 Quannapowitt Parkway, 200 Quannapowitt Parkway, and 591, 595, 599, and 607 North Ave**

On November 10, 2020, preliminary subdivision plans were presented. November 17, 2020, The Board had a split vote for 50 Quannapowitt, and 200 Quannapowitt Parkway was not approved. The majority of the Board did

not see a reason for building a road where proposed subdivided lots are not buildable. Numbers 591, 595, 599, and 607 North Ave. were approved with a four-to-one decision.

The Planning Board also reviewed and held public hearings for a number of zoning map changes, zoning text changes, and a proposed zoning bylaw change.

### **3 Chestnut Street, 5-5A Chestnut Street, 345 Main Street, and 4 Avon Street**

March 10, 2020, the public hearing opened to review a zoning map change from general residence district to business district. The meeting also included a zoning text change of §190-31 and to add new paragraphs L and M. This zoning map and text change was on behalf of the Savings Bank where their President and CEO and twenty residents sponsored these two items for a recommendation to Town Meeting. The purpose of the rezoning and zoning text change is to renovate and create a connection between the existing bank space and the proposed addition.

The Zoning Text Change §190-31, to add new paragraph L, allows the Zoning Board of Appeals to grant special permits waiving the dimensional limits of Table 2: Height and Area Regulation. The addition of new paragraph M would allow the Zoning Board of Appeals to reduce the screening requirements required when a Business District abuts a Residential District. Following review, public input, and revisions, the proposed zoning changes were reported from the Board to Town Council with favorable action and brought to a vote at Spring Town Meeting.

Note: Paragraphs L & M did not pass at Spring Town Meeting, was re-opened as a new public hearing in July, reviewed with public input, and the proposed zoning text changes were reported from the Board to Town Council with favorable action and brought to a vote at Fall Town Meeting.

### **120 New Salem Street**

March 10, 2020, the public hearing began for a zoning map change to rezone the property to general residence, as the property is currently zoned half industrial and single residence. With the zoning map change, the applicant would be seeking approval to build a duplex that is currently not an allowable use in single-residence and industrial. Following review and public input, the proposed changes were reported from the Board to Town Council with favorable action and brought to a vote at Spring Town Meeting.

### **Friends of Lake Quannapowitt (FOLQ)**

FOLQ proposed two zoning bylaw amendments. Articles 10 and 11 were acknowledged by Town Council and sent to the Planning Board without adequate time to hold public hearings before Fall Town Meeting. Article 10 was terminated by FOLQ, Article 11 as follows: Amend § 190-23.B., Table 1: Table of Use Regulations to prohibit certain residential uses in the Limited Business ("LB") zoning district by changing the following use from "SP" to "N" in said table: "Mid-rise apartment," and further, to add the following sentence to the end of paragraph (2) of subsection B of § 190-32 Multifamily dwellings, Mixed-Use Development, "Notwithstanding any other provision in this Chapter, where housing, whether garden apartments, attached dwellings, or combinations of same are proposed within the Limited Business district, a maximum of 14 units per acre of lot area is allowed."; or to see what the Town will do about it.

The Board held a special meeting to schedule and held one public hearing two days before Fall Town Meeting. Following a presentation from the FOLQ, the Board discussed possible options and listened to public comment. The Board voted 4-1 to keep the public hearing open, thus removing Article 11 from being voted on at Fall Town Meeting. The Board continued to hold public hearings to 2021.

### **Review of restrictive covenants for Montrose School Lane**

On June 9, 2020, an owner proposed installing a pool in a restrictive covenant area. On June 22, 2020, the Planning Board voiced many concerns about the pool being located on a large portion of the restrictive covenant area, the removal of trees which served as a buffer to an abutter, and the elevation and the potential of runoff into the abutter's yard. The decision was made to allow the pool to be located in the restrictive covenant with the agreement that the lone tree situated on the area will remain with no additional cutting of limbs.

### **Review ZBA's variance ruling for 0 Cherry Lane**

November 10, 2020, by property owner's request, the Planning Board reviewed the ZBA's rescinded variance ruling. The Board met with Tom Mullen, Town Counsel, to review the legality of overturning a rescinded variance. The Board ruled in favor of the ZBA's rescinded variance. The property owner will need to wait the required two years before reapplying for a variance.

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 2020, the Planning Board endorsed six ANR Plans: 120 Chestnut Street, 201 Nahant Street, 50 Quannapowitt Parkway, 200 Quannapowitt Parkway, 591, 595, 599, 607 North Avenue, and 500 Main Street.

The Planning Board would like to acknowledge the following individuals for their support and assistance throughout the past year: William Renault, Town Engineer; Linda Donaldson and Susan Auld, Clerks to the Board; Thomas Mullen, Town Counsel; Paul Reavis, Town Planner; and Erin Kokinda, Community and Economic Development Director.

The Board also acknowledges the passing of former Board member Christopher Fowlie and offers condolences and thanks to his family for his dedication to Wakefield.

Respectfully submitted,  
William L. Spaulding, Chairperson  
Matthew Lowry, Vice Chair  
William M. D'Amore  
Joanne Scouler  
Megan Menesale

## REPORT OF THE CONSERVATION DEPARTMENT

The Wakefield Conservation 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 2020, the Commission conducted 40 public hearings and reviewed 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 private water supplies, protection of groundwater, flood control, storm damage prevention, pollution prevention, and protection of wildlife habitat. In addition to issuing twelve Orders of Conditions, the Commission reviewed two Abbreviated Notices of Resource Area Delineation, five Determinations of Applicability, issued six Certificates of Compliance, and three Enforcement Orders.

All Orders of Conditions contained provisions for landscaping with native species to enhance wildlife habitat with plants for food and cover, most importantly in those properties that abut Wakefield's wildlife corridors. Orders of Conditions contain requirements to treat runoff from impervious surfaces, whether infiltration or treatment, to improve water quality. The bike path along the old railroad line from North Avenue to Lowell Street, conditioned by the Commission and constructed by Eversource Energy, will provide outdoor recreation and, when completed, will provide a bikeway for wildlife observation at Reedy Meadow, a National Natural Resource Landmark.

The Commission continues to work with, and gives congratulations to, the residents of Heron Pond Condominiums. They have been caring for Heron Pond, the third largest waterbody in Wakefield, and through their care have improved the water quality and wildlife habitat there. A new vernal pool has been identified and is in the process of being certified, which will protect the habitat for amphibians. It will also serve as part of a local wildlife corridor.

The Commission has been working with the Clean Lake Committee to improve water quality in Lake Quannapowitt. The Commission also reviewed the effect of outdoor lighting on wildlife habitat and patterns and interventions that can reduce lighting impacts.

The Commission welcomed Ali Atoui, a member of the Wakefield Youth Council, as an observer to its meetings. It also welcomed new members Kenneth Alepdis and Silvana Boulal. The Commission would like to take this opportunity to thank Yue Ren for his participation and Mickey Laskey for his years of advocacy and service.

## REPORT OF THE RETIREMENT BOARD

Summary Of Activity For The Year Ending December 31, 2020

Investment Schedule	
PRIT Cash Fund	\$ 60,029.89
PRIT Capital Fund	\$ 147,226,168.87
Cash-Checking Account	\$ 1,072,718.24
Cash-Payroll Account	\$ 2,851.64
Accounts Receivable	\$ 28,808.63
Accounts Payable	\$ (5,170.21)
<b>Total</b>	<b>\$ 148,385,407.06</b>

Pension and Annuity Payments	
Pension Accumulation Fund	\$ 9,625,007.39
Annuity Reserve Fund	\$ 1,978,878.52
<b>Total Payments</b>	<b>\$ 11,603,885.91</b>

Number of Retirees and Beneficiaries by Type	
Superannuation	272
Accidental Disability	29
Ordinary Disability	5
Accidental Death	8
Surviving Spouses	53
<b>Total</b>	<b>367</b>

Kevin Gill, Chair  
Sherri Dalton  
Joseph P. Albert  
Dennis P. Fazio  
Daniel Sherman  
Cathy Cheek, Executive Director

## REPORT OF THE WAKEFIELD 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 through field permitting are made available to the Department of Public Works and reinvested for field improvements and maintenance, as well as invested in future Recreation Department programming and departmental needs.

The Wakefield Recreation Department is located on 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 and the Americal Civic Center were closed on Thursday, March 12, 2020, due to the coronavirus pandemic. It officially re-opened on a scaled-back basis in late June. Summer 2020 was very different than past years, but we were able to offer socially and physically distant basketball and soccer clinics outside.

In early July, under the supervision of the Recreation Department, the Wakefield Community Garden at J.J. Round Park was officially opened. The fenced garden features over 40 raised individual plots, four access points for water, compost bins, and a large shed for shared equipment storage.

In August 2020, Wakefield Recreation and Wakefield Academy joined together in a collaborative effort to offer a remote learning center based out of the Americal Civic Center. Forty students were accepted into the morning cohort and 40 more in the afternoon cohort. Wakefield Recreation provides logistical support in the way of registration access and support, billing and collections, facility access, office space, and more. The program has been a big asset for working parents and we're proud to be part of it.

Wakefield Recreation also entered the world of online programming. We have successfully offered coding classes, fitness classes, and one of the fastest growing activities in the country: eSports. All of these programs have been well received and appreciated by those that have participated.

In 2021, we look forward to a return to regular recreation programming with summer day programs, sports clinics, enrichment activities, pickleball, and continued growth in the online world of programming.

## **PROTECTION OF PERSONS AND PROPERTY**

### **Reports of:**

Police Department

Fire Department

Emergency Management

Fire Alarm and Traffic Signal Inspectional Services

Animal Control

Zoning Board Of Appeals

## REPORT OF THE POLICE DEPARTMENT

The year 2020 was clearly defined by the COVID-19 pandemic. This global crisis transformed the way of life for all Americans starting in early March and continuing throughout the year. As people adjusted from their daily routines to one of social distancing and stay-at-home isolation, we, too, had to adjust our daily operations. The information known about COVID-19 was rapidly changing and posed a significant challenge to our normal procedures.

Our first priority was maintaining a healthy Police Department so we could continue to provide the quality of service our residents expect of us. To accomplish this daunting task, we implemented small changes to minimize the risk of exposure to our personnel. For example, we had electronic roll calls, cruiser assignments to minimize the number of Officers sharing cars, Officers disinfecting their cruisers at the beginning and end of their shifts, and Officers wearing personal protective equipment on calls for service, just to name a few. A Continuity of Operations Plan was prepared for the Command Staff along with a plan on how we would staff patrol shifts if we had a large number of personnel fall ill at the same time.

As Police Officers, we constantly train to be prepared in any given situation. Traditional police training focuses on preparing for what you can see. COVID-19 is an invisible enemy which has been mentally exhausting for our Officers. Officers were constantly wondering if they had come in contact with someone who was ill, whether they had touched a surface that held the virus, or whether they were in a contaminated environment. Many of our Officers have young children at home and their stress extended to making sure they didn't bring the virus home with them.

During the year, many of our Officers had to be tested for COVID-19 due to direct contact with COVID-positive patients. Luckily, only one of our Officers tested positive.

Realizing the toll this pandemic was taking on our citizens, especially young children, we tried to help ease the stress in small ways. When we knew of a child who couldn't have a birthday party because of the stay-at-home order, we tried to treat the child to a caravan of police cars. We had a coloring contest for children on our Facebook page which resulted in over 100 entries. The winners received a small parade of cruisers and all entrants received a small gift package from the Police Department. The most popular outreach were the children's bedtime stories that some of our Officers read via Facebook. Sometimes it's the small things that bring a community together and help get through tough times.

On April 6, a group of residents got together and started a small parade of vehicles that passed the Public Safety Building with horns honking, signs attached to the side of cars, and children waving in support of the Town's first responders. It was a gesture that meant a lot to those of us that serve and will not be forgotten.

On May 25, George Floyd died during an arrest by the Minneapolis Police Department in Minnesota. An officer knelt on the back of George Floyd's neck while he complained of not being able to breathe and three other officers failed to intervene. All four officers were charged criminally in Mr. Floyd's death. This event touched off protests throughout the country, some of which continued for months, and ignited a movement for a change in how police officers perform their duties. As a result, our local state representatives and senators spent months crafting a police reform bill for the State of Massachusetts. Governor Baker vetoed the original version of the bill, but after some amendments, signed Police Reform Bill S2963 into law on December 31, 2020.

Senate Bill 2963 will create a Police Officers Standards and Training Commission which will be responsible for overseeing the certification of all police officers in Massachusetts. Another provision of the bill calls for a ban on the use of chokeholds by police officers. The Wakefield Police Department has never trained in the use of chokeholds and our use-of-force policy strictly forbids their use unless in a deadly force encounter. The bill also created committees to study such topics as qualified immunity, body cameras, and facial recognition technology.

I want to reassure the citizens of Wakefield that the Wakefield Police Department has always provided the highest degree of service. While a change in policing may be necessary for some parts of the United States, it is my belief that Massachusetts, and particularly the Wakefield Police Department, has always been a leader in professional policing. We practiced the six pillars of 21st century policing long before the concept was prepared by the Obama administration. Our operations follow accredited policies and procedures. In addition, 98 percent of Wakefield's Officers are college-educated, which leads to sound decision-making and a reduction in both use-of-force cases and citizen complaints.

I would like to thank Deputy Chief Craig Calabrese, Lt. Scott Reboulet, and Sgt. Detective Richard Dinanno, who assisted in completing this report. This report provides a detailed look at some of the more notable cases our Officers dealt with this past year as well as other important information from 2020.

### **2020 Monthly Highlights**

On January 8, we received a report during the early morning hours from a Grafton Street resident of two suspicious male parties walking around in a backyard. They were described as wearing dark clothing and carrying backpacks. It was also reported that these two had been observed attempting to break into a motor vehicle. A resident of Ames Street also called about these individuals. Officers began a search and, a short while later, Officer Carman located one of the males hiding behind a deck on Middle Street. After further investigation, this individual was taken into custody for receiving stolen property. Later that day, Wakefield Detectives, along with Malden Police Detectives, were able to locate the second suspect

in Malden and take him into custody. In addition to the vehicle breaks and receiving stolen property, both subjects are suspects in business break-ins in Wakefield and surrounding towns.

On February 1, Officers Whaley and Warren stopped a motor vehicle on Water Street after observing several motor vehicle violations. After observing indicators of illegal drug distribution inside the vehicle, the operator and passenger were removed from the vehicle and a large quantity of cocaine and heroin were recovered. Before being taken into custody, the male operator of the vehicle fled into a wooded area on foot and eventually into a swamp. After an extensive search with K9s and assistance from a State Police helicopter, the subject was taken into custody. Both subjects were charged with trafficking cocaine and heroin.

On March 10, Officers were dispatched to the “Produce Connection” at 96 Audubon Road for a report that an employee had stabbed another employee with a knife. Prior to the arrival of Police, the suspect had fled on foot towards the end of Audubon Road and into the marsh along the power lines. Officers quickly set up a perimeter and spoke with key witnesses. K9 units were requested and two units arrived quickly and began a search along with Wakefield Officer Matt Chambers. After walking through a thick and deep marsh area, the suspect was located and taken into custody without incident. The suspect was charged with Armed Assault to Murder, A&B Dangerous Weapon, and Furnishing a False Name to Law Enforcement.

On April 11, Officers were dispatched to the Lakeside Inn for a report of a male subject who was breaking windows and threatening people in the hotel. The subject was located on the second floor and continued to be agitated as Officers tried to engage him in conversation. Eventually, Officers were able to calm this volatile situation and the individual was transported to the hospital for a mental health evaluation.

On May 7, Officer Whalen took a missing person report on a Patrick Shea, 66 years old, of 39 Richardson Ave in Wakefield. Mr. Shea’s caregivers were reporting that he had not been seen in several days. Multiple extensive searches of Wakefield have been conducted with no signs of his whereabouts. Mr. Shea did not own a vehicle or cell phone and his wallet was located in his apartment building. There were no signs of foul play in his apartment. Every investigative lead has been exhausted and Mr. Shea has still not been located.

Throughout the month of June, several of our Officers, including Sgt. Burnham, Detective Silva, and Officer Lyons, assisted with multiple mutual aid callouts to Boston and other communities as part of the NEMLEC regional response to assist with protests. These Officers worked long days in difficult situations and all performed admirably and represented the Town of Wakefield and our Police Department well.

On July 8, Wakefield Detectives worked with the Massachusetts State Police and the Department of Homeland Security on a large-scale drug delivery that had been tracked from Germany to the UPS Store on Lincoln Street. Based on the long-term investigation, individuals were expected to pick up a package sometime on this date.

Surveillance teams were set up and at approximately 1:00 p.m. one male party entered the store and signed for the package which contained 8,000 grams of ecstasy worth approximately \$300,000. Two accomplices were located nearby and all three were taken into custody and charged with drug trafficking offenses. All three arrestees had traveled to Wakefield from New York City to pick up the package.

On August 23, the Town of Wakefield was hit by one of the worst storms in recent memory. At approximately 5:30 p.m., heavy rain and wind caused widespread damage throughout the entire town. For several hours, our Officers responded from one emergency call to another, many involving fires, fallen trees, and downed power lines. All Officers performed at an extremely high level, including those managing an overwhelmed dispatch center. The Officers on the street worked hard to create safe spaces for other Town departments to complete necessary work. This was a team effort both internally and externally, and we were proud to be part of this very successful large-scale operation that resulted in no reported injuries.

During the early morning hours of September 22, Officers were dispatched to the parking garage at 14 Audubon Road for a report of a female that had suffered a gunshot wound. Sergeant Lenners, Officer DeMasi, and Officer Wilson were the first on scene and located the victim. This was a chaotic scene as Officers rendered first aid to the victim and had to identify others that were present during the incident. The female victim was transported to the hospital with serious injuries. The responding Officers performed at a high level under extremely stressful circumstances. The investigation into this case led to the arrest of three individuals and the recovery of four illegal firearms.

On October 25, Officers were dispatched to a Richardson Avenue address for a report of a female causing a disturbance on a fire escape. Upon arrival, Officer Whaley observed the female in question to be highly agitated and having a conversation with herself. Officer Whaley engaged the female in conversation and, after a few moments, she stood up and began waving a steak knife in his direction. Additional units arrived and they worked through the situation using de-escalation skills from their training. Eventually, they were able to talk the female into putting the knife down and she was transported to the hospital for a mental health evaluation.

During November, we conducted our annual taser and specialty-impact training that focuses on various non-lethal options when dealing with volatile and violent or potentially violent situations. The use of verbal

communication tactics and de-escalation techniques are a major focus of this instruction and something that we have been doing for many years at the Wakefield Police Department.

On December 18, we received a report of a fire on the third floor of 12 Chestnut Street. Sergeant Burnham was first to arrive on scene followed by Officers Pedersen, Tobyne, and Doran. Sgt. Burnham was able to make his way to the third floor where he confirmed a fire in apartment #7. He was able to rescue a 50-year-old male from the burning apartment while the other Officers evacuated the rest of the building. Wakefield Firefighters extinguished the fire that had started in an oven.

## **Personnel**

Officer Adam Smigielski started the Methuen Police Academy on January 6 with an expected graduation date in June. However, the COVID-19 pandemic significantly disrupted the academy after several student officers became ill. After several weeks of work at the police station, the academy resumed operations and Officer Smigielski successfully graduated on July 8. Adam started his field training the following day and after twelve weeks of on-the-job training, was assigned to a workgroup for patrol duties.

On June 15, Wakefield resident Robert Pedersen was sworn in as a Wakefield Police Officer. Robert previously served as a Patrol Officer with the Tufts University Police Department and had already graduated from the Municipal Police Officer Basic Recruit Course. After several weeks of training with a Field Officer to become familiar with our policies and procedures, Robert was assigned to patrol.

On July 27, three new Officers began the Lowell Police Academy. Officers Michael Gover, Micayla Botelho, and Alexander Jancsy successfully graduated from the Academy on December 11 and were officially sworn in as Wakefield Police Officers on Monday, December 14. Each has been assigned to a veteran Field Training Officer and once their field training is complete, will be assigned to a workgroup.

The start of the school year was much different than usual due to the COVID-19 pandemic. Rather than starting around the Labor Day weekend, school opening was delayed by two weeks and followed with a hybrid attendance plan. This provided for an interesting introduction for our new School Resource Officer (SRO) Matt Malone at Wakefield Memorial High School. Matt was selected as our new High School SRO after Jason Skillings returned to the Patrol Division. One of Matt's objectives as an SRO is to start a Police Cadet program for our youth, with a goal of helping our younger residents understand and develop an interest in the police profession. The number of residents taking the entrance-level police exam has dwindled drastically over the past ten years and we are looking to increase our pool of candidates as well as the diversity of that group.

## **Awards And Recognition**

Officers of the Quarter

January 1 to March 31: Officer Matt Chambers

April 1 to June 30: Officer Ryan Doran

July 1 to September 30: Officer Joe Lyons

October 1 to December 31: Sgt Jon Burnham

## **Community Service**

On February 20, we worked with RESPOND to present the annual “Teen Dating Violence Workshop.” This is a great event that brings to light key areas of awareness for parents and caregivers. RESPOND continues to be a tremendous partner and we are grateful for all of the services that they provide to victims of domestic violence.

Our clinician, Jennifer Waczkowski, has continued to serve a vital role during the pandemic. She provides follow-up with individuals identified by Officers or called in by friends and family members in need of additional support, be it for mental health, cognitive/elder concerns, dual diagnosis involving substance use, outreach to local community providers to obtain resources for those experiencing homelessness, and various other support functions. She has also been in contact with the directors of DMH-contracted, community-based programs as well as the area director for several of our group homes. Additionally, she has assisted at the Wakefield Food Pantry and worked with Mystic Valley Elder Services.

In the spring, Wakefield Police Officers assisted other Town officials with delivering surgical masks to each residence in town. This project was spearheaded by our Health Department and the Emergency Management Director. We were more than happy to help prepare the masks for delivery and make sure they arrived at their destinations.

In November, our male Officers participated in “No Shave November” and the female Officers participated in “Pony-tail November” to help raise money for a charitable donation. This year, all money raised was donated to one of our local Firefighters who is battling cancer. We wish him a speedy recovery and hope to see him back to work soon.

## **Detective Investigations**

During 2020, the Detective Division investigated a number of serious crimes that included felony assaults and sexual assaults. One of the most significant crimes investigated was a shooting that occurred at an apartment complex on Audubon Road that left a female victim permanently disabled. The investigation that followed led to the arrest of three subjects, two of whom were juveniles, and the recovery of four firearms. The distribution of illegal drugs appears to be a factor in this case.

Detectives assisted the Patrol Division in a case where a victim reported being assaulted by means of a firearm. The suspect was located and taken into custody and a handgun was recovered. Illegal opioids were found to be involved and the suspect was additionally charged with illegal trafficking of opiates.

Several business, residential, and vehicle break-ins were investigated. These types of crimes are the most difficult to solve. DNA continues to be an important tool in some of these cases, as well as other types of crimes, to help confirm the identity of a suspect or to help eliminate a potential suspect. Although fingerprints are thought by some to be "old school policing," they are still very important in today's crime solving.

Cyber-crimes continue to pose a challenge for Detectives. In one case, Detectives investigated a suspect who solicited someone to commit a violent act on a victim. This investigation involved other police agencies from other states. Many cyber-crimes originate from outside of the United States, which makes it difficult, if not impossible, to investigate and solve.

Investigations into various frauds and scams, including identity theft, continue to increase. Many of these target the elderly. Most notably, we saw a sharp increase in unemployment fraud due to the COVID-19 pandemic. These crimes often cost victims not only money but time in restoring their credit and benefits. The IRS scams continue. In these scenarios, the suspect contacts the victim, telling them they owe money, that there is an arrest warrant out for them, and that they must wire money to clear up the case. Many suspects ask for personal information from victims in order to continue their criminal enterprise.

Investigations continue to focus on illegal drug distribution and drug abuse. Detectives assist with preventive measures as well as enforcement due to the continued opioid drug use and resulting overdoses that occur throughout the region. Our Detectives participate in a federally funded program that targets illegal opiate sales, distribution, and trafficking in cooperation with the Regional Drug Task Force. Several investigations resulted in the seizures of large amounts heroin and fentanyl being taken off the streets.

Video surveillance continues to be a great help to law enforcement investigations. We have solved many robberies, house breaks, and other crimes with the assistance of video footage from home security systems and Ring doorbells.

The Detective Division continues to act as a liaison to our schools and assists the School Resource Officers with investigations involving juvenile delinquency, child abuse, sexual assaults, bomb threats, runaways, vandalism, hate crimes, threats, criminal harassment, larceny, and all the issues that arise from social media.

Motor Vehicle Violations			
Traffic	2020	2019	% Change
Arrest	34	60	- 43.3%
Civil	110	269	- 59.1%
Complaint	62	151	- 58.9%
Warning	583	2353	- 75.2%
Average speed	47 MPH		
Average speed limit	30 MPH		
Average Speed over limit	17 MPH		

Motor Vehicle Crashes			
	2020	2019	% Change
Motor Vehicle Crashes	219	381	- 42.5%
Crashes w/ Injury	39	17	+ 129.4%
Crashes w/out Injury	180	364	- 50.5%
Crashes Inv. Pedestrians	8	7	+ 14.2%
Crashes Inv. Bicyclists	7	4	+ 75%
Fatal	0	0	0.00%

	2020	2019	% Change
Calls For Service	14,430	18,648	- 22.6%

Summons			
	2020	2019	% Change
Male	110	188	- 41.4%
Female	29	48	- 39.5%
Non-Binary	0	0	0.0%
Total	139	236	- 41.1%

Protective Custody			
	2020	2019	% Change
Male	25	21	+19.0%
Female	1	12	- 91.6%
Non-Binary	0	0	0.0%
Total	26	33	- 21.2%

Arrests			
	2020	2019	% Change
Male	104	149	- 30.2 %
Female	18	44	- 59 %
Non-Binary	0	0	0.0 %
Total	122	193	- 36.7 %
Adult	118	191	38.2 %
Juvenile	4	2	0.0 %
Total	122	193	36.7 %

Major Crimes			
	2020	2019	% Change
Homicide	0	0	0.0 %
Sex Offenses	16	17	- 5.8 %
Robberies	2	4	- 50.0 %
Burglary (Includes Breaking & Entering)	33	95	- 65.2 %
Assaults	129	133	- 3.0 %
Motor Vehicles Stolen	9	12	- 25.0 %
Larcenies (All Categories)	374	264	+ 41.6 %

Drug Overdoses			
	2020	2019	% Change
Total	37	58	- 36%
Fatal	6	2	+ 200%
Non-Fatal	31	56	- 44.6%
Narcan used	27	32	- 15.6%

	2020	2019	% Change
Car Seats	86	120	- 28.3%

## Parking

Our two Parking Enforcement Officers continue to work diligently to ensure the Town's parking regulations are being honored. The reduction in the overall number of parking tickets issued in 2020 from 2019 was a combination of the COVID-19 stay-at-home order and increased compliance. The presence of the Parking Enforcement Officers and their hard work during their first year has made a noticeable difference in the Town's well-known parking issues.

Parking spaces are now regularly available in our busy business districts. The best measure of success for the parking enforcement program has been the overwhelming number of compliments from our business owners about the availability of parking for their customers.

Parking Statistics	
Tickets Issued	971
Tickets Paid	898
Tickets Unpaid	73
Parking Fines Collected	\$ 39,800.00
Surcharge Fees Collected (Leased Vehicles)	\$ 2,408.40
Fines Collected (Handicapped Parking)	\$ 125.00
Total Fines Collected	\$ 42,333.40

Funds Returned to the Town	
Paid Detail 10% Surcharge	\$ 77,824.35
Firearms Licensing	\$ 10,962.50
Accident Report Fees	\$ 880.00
Solicitor Permits	\$ 50.00
Parking Enforcement Fines Collected	\$ 42,333.40

This report speaks to the credibility, trust, and community involvement the Wakefield Police Department has built and aims to endure as we move forward. Thanks to the creativity and forward thinking of all staff here at the Police Department we continue to build a solid foundation for the future. Our Officers remain engaged in our role and continue to train, create, and think about the awesome responsibility they share. The men and women of the Wakefield Police Department are here to serve the community in the most professional manner. Thank you for taking the time to read our 2020 Annual Report.



Steven Skory  
Chief of Police

## REPORT OF THE WAKEFIELD FIRE DEPARTMENT

I am pleased to present the Annual Report of the Wakefield Fire Department for calendar year 2020. The department had a very busy year dealing with both emergencies and the construction boom taking place around town. The department responded to 3,733 emergency calls during 2020, a decrease of just over 7 percent from the previous year.

The defining event for the department in 2020 was the COVID-19 pandemic. The pandemic made an enormous impact on the department on both a financial and personal level. Department members started to respond to COVID-19 emergency calls in late February. Firefighters were dealing with an unknown and extremely contagious virus while equipped with very limited quantities of personal protective equipment (PPE).

The department developed, virtually overnight, a series of procedures to handle responses involving COVID-19. Firefighters suddenly found themselves wearing N95 masks, medical gowns, hoods, gloves, and goggles to help protect themselves from contracting the virus. It was not an unusual sight during March to see a Firefighter donning a full-body protective suit during responses involving COVID-19 positive patients. PPE supplies were in critically short supply as citizens donated, and even made, protective supplies for the department.

The staffing level for the department was increased by one Firefighter per shift to provide sufficient staffing at medical calls involving COVID-19 patients. These emergency calls required more support to ensure that PPE was properly installed and removed during these incidents to minimize exposure to department members. A total of four department members contracted COVID-19 during 2020 and have since fully recovered.

The department eventually received significant supplies of PPE through a combination of donations, vendor purchases, and federal aid as new COVID-19 cases started to decrease during the spring and summer. This influx of PPE proved to be vital in November as a second surge of the virus occurred throughout the area, extending well into the new year. Department members assisted in several Town-sponsored activities involving the distribution of face masks, including a drive-up event held at the Galvin Middle School on April 20 and a Townwide door-to-door distribution that took place from May 4 to 6. Department members also assisted citizens in the COVID-19 vaccination clinics of 2021. The department experienced a significant decrease in non-COVID-19 emergency medical responses during March, April, and May. The most likely cause of 2020's 7 percent decrease in emergency responses was the public's reluctance to go the hospital for fear of contracting the virus.

Federal and state resources continue to play a vital role in defraying some of the financial costs of the virus to the department. There is no question that the pandemic will continue to financially affect the department in 2021.

The Wakefield Fire Department continued to receive significant financial aid in the form of grants from the U.S. Department of Homeland Security during 2020. The department secured a Staffing for Adequate Fire and Emergency Response (SAFER) grant in the amount of \$1.1 Million to fully fund the salary and benefits for four additional full-time Firefighters for the Town of Wakefield for a period of three years. This SAFER grant is in addition to a 2018 SAFER grant already awarded to the Town to staff one full-time Firefighter for salary and benefits at a 75 percent level for two years and a 35 percent level for the third year (2022) for a total of \$195,229.

A third federal grant in the form of a COVID-19 Assistance to Firefighters Grant (AFG) in the amount of \$4,300 will reimburse the department for some of the costs it incurred for medical equipment and supplies related to the pandemic. An additional AFG grant for \$10,910 will fund 90 percent of the training costs for an instructor-led program regarding the use of Firefighter Personal Escape Systems (bail-out kits) that would permit them to quickly exit a burning building via an exterior window. These grants are in addition to any federal and state assistance that is pending to provide reimbursement for personnel and PPE supply costs related to the pandemic that is being coordinated through the Department of Emergency Management.

Funding from federal and state agencies continues to be vital in providing resources that the department needs to carry out its public-safety mission. State funding also pays for the training and response costs associated with the department's participation in the regional hazardous materials and technical rescue response teams.

### **Emergency Incident Response**

During 2020, the Wakefield Fire Department responded to 3,733 emergency incidents, including 3,317 still alarms and 416 box alarms. Wakefield had no civilian fire deaths in 2020. The department had three incidents in 2020 requiring a multiple-alarm response.

Firefighters aboard Ladder 1, under the command of Lieutenant Erik Cole, responded to a report of wires burning in the street in the vicinity of 88 Elm Street just after 5 p.m. on August 23 during the height of a severe storm moving through the area. Upon their arrival, Firefighters were alerted to a fire that had started in the basement of 88 Elm Street. Lieutenant Cole immediately struck a second alarm as all available apparatus were tied up responding to the numerous calls resulting from the storm.

Engines 1 and 5, a North Reading ladder truck, and a Reading engine company arrived at the scene. Firefighters could not enter the residence until personnel from the Wakefield Municipal Gas and Light Department (WMGLD) were able to cut power to the high-voltage lines burning into the street in front of the residence. Firefighters made their way through the dense smoke inside the home to the basement where the main body of fire was located and extinguished. The fire was contained primarily to the front left corner of the basement and the first- and second-floor areas

immediately above it. The cause of the fire was determined to be electrical, after the water service to the residence became electrically charged by the nearby downed power lines. Two residents of the home were displaced as a result of this fire. There were no injuries to either residents or Firefighters as a result of this incident.

Wakefield's second multiple-alarm fire occurred at 1 New Salem Street during the early morning hours of October 2. Firefighters, led by Captain John Walsh, responded to a report of a structure fire at McClellan Concrete at 2:45 a.m., finding the large front section of a truck-service facility fully involved in flames. A second alarm was struck, bringing companies from Reading, Stoneham, Melrose, and North Reading to the scene. Firefighters were hampered in their attempts to extinguish the fire in this building due to poor access caused by its limited number of doors and windows. The building was constructed of corrugated steel making rapid ventilation of the building a challenge. The building contained hazardous materials incidental to the business such as propane, torches, tires, and considerable quantities of oil and assorted lubricants. Water supply in the immediate area was limited and an additional third, fourth, and fifth alarms were struck to bring enough fire apparatus to the scene to bring it under control by 5 a.m.

The communities of Lynn, Lynnfield, Malden, Melrose, North Reading, Reading, Saugus, Stoneham, Winchester, and Woburn sent apparatus to the fire while Burlington, Revere, and Peabody covered the Town. A team of local and state fire and police investigators conducted an extensive investigation of the fire scene but could not determine the exact cause of the fire. The entire front section of the building along with its contents were completely destroyed, with heavy smoke, heat, and water damage to the remainder of the structure. Two Firefighters were injured during the fire, which is expected to exceed \$1 Million in property loss. The concrete company was able to resume operations after a few days.

The third and final multiple-alarm fire of 2020 occurred at 8 p.m. on December 18 when Firefighters, under the direction of Captain Randy Hudson, responded to a reported building fire at 12 Chestnut Street. Upon their arrival, Firefighters found a fire inside a third-floor kitchen area of the eight-unit apartment building. The visible fire was quickly knocked down as thick smoke encompassed the third floor, resulting in zero visibility.

Captain Hudson ordered a second alarm, bringing Reading, Stoneham, Melrose, and North Reading companies to the scene for additional support. The third floor was quickly vented, revealing no further fire extension. Damage to the building's structure and utilities, as well as heavy smoke and water damage on the lower floors, displaced all eight building occupants.

Wakefield Emergency Manager Thomas Walsh and the American Red Cross assisted them in finding immediate shelter at the Four Points Sheraton Hotel. The cause of the fire was determined to be accidental, most likely due to unattended cooking inside the third-floor unit's kitchen. Wakefield

Police Sergeant John Burnham was credited with saving the occupant of the unit where the fire started, forcing the front entrance to the apartment open and leading the sleeping man to safety. That occupant was treated and released from an area hospital. There were no other injuries as a result of this fire.

There were several additional events occurring in 2020 that were noteworthy. Firefighters, under Captain Brian Purcell, responded to a work-related accident involving several employees of a painting contractor at 17 Richardson Avenue that occurred around midday on April 15. They suffered significant injuries when the scaffolding they were operating on collapsed off the exterior of the building, dropping them 15 feet to the ground. The workers were treated initially at the scene and then transported to area hospitals. The Building Inspector and personnel from OSHA were notified and performed a follow-up investigation into the cause of this accident.

Wakefield was struck by what was later determined to be a microburst during the afternoon of August 23 as a weather front moved through the area. The department was immediately inundated with emergency calls involving fallen trees, downed utility poles, fallen power lines, and damaged homes. The department responded to approximately 65 emergency calls during the first hour after the storm, the most serious being a two-alarm house fire at 88 Elm Street already noted. Approximately 130 large trees fell across the Town, blocking streets and bringing down power lines. Several dozen homes were struck by large trees, causing significant damage and, in several cases, displacing occupants until repairs could be made.

Many streets, including Houston Street, Grafton Street, and several sections of Main Street in Greenwood, were completely blocked by fallen trees and utility poles. The Wakefield Fire and Police Departments worked closely with members of the Wakefield Department of Public Works and WMGLD to safeguard the public while streets were cleared as soon as possible. Remarkably, there were no serious injuries reported as a result of the microburst. I'm extremely proud of the efforts of the Wakefield Fire Department during this storm and grateful for the expertise and cooperation of the other Town departments credited above.

Firefighters, under the command of Captain Paul Pronco, responded to a report of a ruptured underground natural gas main on Montrose Avenue near Whittier Road during the morning of August 31. They arrived to find that National Grid workers had accidentally struck the main causing natural gas to leak from a high-pressure pipeline. Several large hose lines were deployed to direct the leaking gas fumes away from ignition sources and out into the wetlands adjacent to Montrose Avenue. Occupants were evacuated from six nearby residences while members from the WMGLD worked diligently to shut down the flow of natural gas. This was accomplished in about 45 minutes and all residents were allowed to return to their homes.

Crews under the direction of Captain Paul Pronco responded to the West Rock Company at 365 Audubon Road during the evening of September 10 to assist a worker who had injured his hand in an industrial roller. The worker had been freed by coworkers prior to the department's arrival. He was treated at the scene and transported by Cataldo Ambulance paramedics to Massachusetts General Hospital for follow-up care.

A crew from Engine 1, led by Lieutenant Daniel Hancock, responded to 14 Audubon Road during the early morning of September 22 to assist Wakefield Police and Cataldo Ambulance with the treatment of a young woman with a gunshot wound to the neck area. The woman was treated at the scene and transported to the Lahey Clinic in Burlington for follow-up care.

The Wakefield Fire Department responded to 60 requests for mutual aid during 2020. Mutual aid responses included fires in Lynnfield, Melrose, North Reading, Reading, Saugus, Stoneham, and Woburn. Lieutenant Cliff Silva and a crew from Engine 1 assisted the Reading Fire Department at the scene of a four-alarm fire at 1 High Street during the early morning of February 24. The fire occurred in a 12-unit apartment building, trapping two occupants in the unit where the fire started. Lieutenant Silva's crew assisted Reading Firefighters in removing these victims from the building and performing CPR on one of them. Sadly, one of the fire victims died from their injuries and the other was critically injured. A crew from Engine 1, led by Lieutenant Phil Preston, assisted the Reading Fire Department at the scene of a three-alarm fire in a golf club located at 292 Grove Street during the early morning of April 21.

Lieutenant Michael Long is a member of the Massachusetts District 2 Hazardous Materials Response Team. He was not called out for any responses during 2020. This regional hazardous materials response team is funded by the Commonwealth of Massachusetts, which pays for all the associated training and incident response costs to support the team's activities.

Captain Paul Pronco and Firefighter Steven Bivens continue to be members of the Northeast Massachusetts Technical Rescue Team. Firefighter Bivens responded to one incident during 2020 involving the rescue of a worker caught in a trench collapse in the City of Peabody during the afternoon of October 17. The team actively trains and prepares for incidents that may require a technical rescue such as building and trench collapses as well as rope and rapid-water rescues. The Northeast Technical Rescue Team is partially subsidized by funding provided by The Northeast Homeland Security Regional Advisory Council, which reimburses the department for a portion of the training and incident response expenses associated with this team.

## **Personnel**

As of December 31, 2020, the Wakefield Fire Department consisted of 52 personnel: The Fire Chief; a Deputy Fire Chief; five Captains, including a Captain assigned as a Fire Prevention Officer; 12 Lieutenants; 32 Firefighters; and one civilian administrative assistant.

The Wakefield Fire Department applied for and received a 2019 SAFER staffing grant, fully funding the salary and benefits of four new Firefighters for the department. These four additions will increase the department's roster to 56 members including the administrative assistant. These four new SAFER positions will be filled as soon as possible so they can be enrolled in the Massachusetts Firefighting Academy Recruit Training Program.

The year 2020 brought several personnel changes to the Wakefield Fire Department. There were no retirements during the calendar year 2020, but two new Wakefield Firefighters, Michael Marroquin and Michael Scheri, were appointed permanent Firefighters on January 2, 2020. They were subsequently enrolled in a ten-week training program with the Massachusetts Firefighting Academy (MFA) Recruit Class 281 on January 13, 2020, graduating as fully trained recruits on March 20.

Captain Thomas Purcell was promoted to the new rank of Deputy Fire Chief on June 22. Lieutenant David Shinney and Firefighter Gary Hill were promoted to Fire Captain and Fire Lieutenant, respectively, on July 6 to fill the vacancies created by the creation of the Deputy Chief position.

## **Apparatus and Equipment**

The department did not replace any major fire apparatus during 2020. In May 2019, Annual Town Meeting authorized \$700,000 for the purchase of a new 1250-gallon-per-minute pumper for the department. The specifications for the new pumper were completed and the bid was awarded to Seagrave Fire Apparatus of Clintonville, Wisconsin with an expected delivery in 2020. Unfortunately, the COVID-19 pandemic resulted in plant closures and significant production delays. The anticipated completion date is now May of 2021.

The department implemented a new fire incident reporting system on January 30. The system, developed by Emergency Reporting, allows the department to generate their incident reports in a manner that is compliant with the National Fire Incident Reporting System (NFIRS) and the Massachusetts Fire Incident Reporting System (MFIRS). This software will allow the department to report all its emergency incidents electronically to both the federal and state governments.

The department received a Staffing for Adequate Fire and Emergency Response (SAFER) grant from the U.S. Department of Homeland Security for \$1.1 Million to fully fund the salary and benefits of four new Firefighter positions for the next three years. This is in addition to a second SAFER grant awarded in 2019 that is in its second year. That grant will fund 75

percent of the cost of one Firefighter for 2020 and 35 percent of the cost of the position for 2021. An Assistance to Firefighters Grant (AFG) was also awarded to the department in the amount of \$10,910 for training and another AFG grant was awarded in 2020 for \$4,300 to reimburse the department for supplies expended to combat the COVID-19 pandemic.

A capital budget expenditure of \$125,000 was authorized to replace the department's compliment of 52 portable radios which are worn out and outdated. This expenditure was reduced to \$62,000 due to financial concerns brought on by the pandemic. The Department has requested the remaining funding of \$62,500 for the 26 portable radios that weren't purchased as part of the Fiscal Year 2021 Capital Budget Requests and an additional \$57,500 in upgrades to the fire alarm notification and communications equipment at Wakefield Fire Headquarters.

The department's pumper engines, fire hose, ground ladders, air compressor, and breathing apparatus were inspected, tested, and certified during 2020. The aerial ladder for Ladder 1 was also inspected and certified. All breathing apparatus face pieces were also fit-tested during the year to ensure their proper operation.

## **Training**

The department's participation in training programs this year, including programs offered by the Massachusetts Firefighting Academy and outside vendors, was severely curtailed due to the pandemic. Social distancing requirements prohibited most of the instructor-led classroom presentations. Department members participated in many online training programs, especially those related to the continuing education requirements of their Emergency Medical Technician certificates.

The department conducted additional training activities on the following topics as weather and COVID-19 precautions permitted:

- Practiced water and ice rescue procedures at Lake Quannapowitt and Crystal Lake including the operation of the two fire boats owned by the department.
- Reviewed high-rise firefighting procedures including the use of standpipe systems.
- Conducted annual training with the department's hydraulic rescue tools including the "Jaws of Life," hydraulic rams, jacks, and air bags.
- Practiced aerial ladder pipe set-up procedures for the ladder truck.
- Reviewed procedures involving the use of the department's multi-gas detectors and responses to carbon monoxide, natural gas, and propane-related emergencies.
- Practiced chimney fire procedures and related operations.
- Reviewed emergency dispatch and radio procedures.

- Attended a presentation on electrical safety by retired WMGLD employee Dan Flynn, now employed as a safety trainer for the Northeast Public Power Association.
- Participated in an instructor-led training on procedures for operating fire department pumpers presented by representatives from Fire Department Support Services.
- Took part in emergency medical training classes sponsored by Cataldo Ambulance as part of the department's Emergency Medical Technician continuing education program.
- Conducted building familiarization tours of new or renovated buildings at 598 North Avenue, 69 Foundry Street, 27 Water Street, and 37 Water Street. The construction site at 168 Albion Street was also toured several times by on-duty groups.
- Participated in an awareness class on the risks of occupational cancer in the fire service and proper procedures to minimize this risk to Firefighters.
- Conducted search and rescue drills and firefighting procedures on vacant buildings on Salem Street, Harrison Avenue, and the Hurd School.

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

### **Fire Prevention**

The Department conducted a limited number of in-service inspections of all commercial and industrial properties in Town during 2020 due to the fact that many businesses were closed because of the pandemic. As a result, 373 business fire inspections were conducted in the community between July and December of 2020 by on-duty Firefighters operating on a ready-to-respond basis.

These in-service inspections also help familiarize department members with the floor plans and hazards associated within these buildings prior to an emergency situation. An additional 30 quarterly inspections of school buildings, nursing homes, hotels, and boarding homes were conducted by on-duty Firefighters. The number of quarterly inspections was also down significantly due to the pandemic.

Captains John Walsh and David Shinney, the department's Fire Prevention Officers who split the duties of the position during the calendar year 2020, conducted 102 inspections related to local and state licensing of restaurants, liquor stores, assembly halls, group homes, day care centers, and after-school programs. They completed 124 compliance inspections during 2020 to ensure that any potential violations or hazards previously 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 2020 continued to reflect 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 also torn down to make room for new structures. The Fire Prevention Bureau closely monitored and completed final inspections for an 18-unit apartment building located at 598 North Avenue, an 8-unit condominium building at 642 Main Street, a commercial building at 37 Water Street, and a newly renovated tower section for the Four Points Sheraton Hotel. New fire alarm systems for 27 Water Street and 4 Columbia Road were also inspected.

Construction is presently well under way on an 81-unit apartment building at 69 Foundry Street and a 184-unit apartment building at 168 Albion Street. The properties at 301 North Avenue and 27 Water Street are being renovated and converted over to a mixed-use commercial/residential occupancy. The department conducted approximately 117 on-site inspections of construction sites during 2020.

The coming year promises to be another busy year for the Fire Prevention Bureau as more construction projects have been proposed. Plans are working their way through the approval process for large apartment buildings on Foundry Street, North Avenue, Salem Street, Tarrant Lane, and Water Street. The Fire Prevention Bureau will closely monitor these developments during calendar year 2021. The department conducted reviews for approximately 175 sets of plans during 2020, including dozens of residential additions, new homes, and commercial tenant fit-ups in many locations around Wakefield.

Fire Prevention Officer Captain David Shinney and Deputy Fire Chief Thomas Purcell fill a vital role in the Wakefield Fire Department. The department can't function properly without these two administrative positions. The Deputy Fire Chief also serves as the department's executive officer, assuming command of the department in the absence of the Fire Chief. The Deputy coordinates training, develops new policies and procedures, and helps to prepare the operating budget. The Deputy also coordinates the maintenance of the department's fire stations, equipment, and vehicles.

The department was not able to conduct any fire station tours or participate in any classroom visits or guest-reader days this year due to the pandemic. Fire drills were conducted at each school facility whenever possible. Multi-hazard evacuation drills were postponed until the spring of 2021 out of concerns that social distancing could not be maintained.

## STATISTICAL REPORT FOR 2020

Emergency Responses	
Box Alarms	416
Still Alarms	3317
<b>Total Alarms</b>	<b>3733</b>
Medical Emergency / Motor Vehicle Accident Responses	2614
Alarm Malfunctions / Accidental Alarm Investigations	443
Public Assistance / Public Service Responses	119
Investigations of Hazards, Gas & Smoke Odors	147
Mutual Aid Responses to Other Communities	64
Water Hazard Emergency Responses	31
Appliance Fires / Emergencies	13
Heating System Emergency Responses	9
Electrical Fires / Emergency Responses	98
Hazardous Materials Incident Responses	17
Carbon Monoxide Detector Investigations	82
Structure / Building Fires	10
Brush & Grass Fires	58
Motor Vehicle Fires	8
Rubbish & Dumpster Fires	3
Malicious False Alarms	5
Rescue Responses (Water Rescue, Elevator Rescue)	12
Mutual Aid Assistance Received by Wakefield	60

### Multiple Alarm Fires

Two Alarms: Box 284, 88 Elm Street, 5:07 p.m., August 23, 2020

Five Alarms: Box 51, 1 New Salem Street, 2:45 a.m., October 2, 2020

Two Alarms: Box 35, 12 Chestnut Street, 8:05 p.m., December 18, 2020

Equipment	2020 Usage
1 ½" Hose	3,650 feet
1 ¾" Hose	2,800 feet
2 ½" Hose	1,900 feet
3" Hose	500 feet
4" Hose	5,525 feet
Ladders	958 feet
Air Masks	101 times
Salvage Covers	10 times
Smoke Ejectors	28 times
Fire Extinguishers	34 times
Thermal Cameras	71 times
Multi-gas Detectors	198 times

### Apparatus Responses 2020

Unit	Boxes	Stills	Total
Engine 1 – 2017 1250 GPM Seagrave Pumper	380	1676	2056
Engine 2 – 2000 1250 GPM Seagrave Pumper	372	618	990
Engine 4 – 1996 1250 GPM Seagrave Pumper (Reserve)	27	98	125
Engine 5 – 2006 1250 GPM Seagrave Pumper (Reserve)	19	72	91
Ladder 1 – 2013 Seagrave 100' Aerial	365	872	1237
Car 6 – 2011 Chevrolet Silverado Utility Truck	6	28	34
Car 3 – 2018 Chevrolet Tahoe 4WD Utility Vehicle	372	380	752

### Additional Apparatus Operated By The Department

- Car 1: 2018 Ford Explorer AWD Utility Vehicle, Assigned to the Fire Chief
- Car 2: 2015 Ford Explorer 4WD Utility Vehicle, Assigned to the Deputy Fire Chief
- Car 3: 2018 Chevrolet Tahoe 4WD Utility Vehicle, Assigned to Shift Commander / Captain
- Car 4: 2014 Ford Explorer AWD Utility Vehicle, Assigned to Captain / Fire Prevention Officer
- Car 6: 2011 Chevrolet Silverado 4WD Utility Truck
- Marine Units: 1980 13' Boston Whaler and 1995 10' Avon Rubber Rescue Boat Marine Unit Trailer, 2004 EZ Loader Trailer
- Hazardous Materials Response Trailer: 2003 Car Mate 14' Cargo Trailer

### 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 Wakefield enters 2021, my goals are to closely monitor the Town's ongoing major construction projects, provide quality training programs for department members, and monitor the construction and outfitting of the new Fire Department pumper authorized by Town Meeting.

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.

Fire Prevention Report 2020	
Smoke Detector Certificates Issued	481
Oil Burner Permits Issued	99
Oil Storage Permitted (Gallons)	31,420
Propane Gas Storage Permits Issued	21
Flammable Liquid Storage Permits Issued	14
Sprinkler System Inspection, Test, Service Permits Issued	178
Fire Alarm System Inspection, Test, Service Permits Issued	353
Blasting / Fireworks Permits Issued	3
Fuel Tank Removal Permits Issued	103
In-Service Fire Prevention Inspections Conducted	373
New Fire Protection System Installation Permits Issued	85
Open Air Burning Permits Issued (Jan. – May)	75
Final Fire Alarm Acceptance Tests	86
Fire Prevention Inspections Related to State/Local Licensing	102
Compliance Inspections Conducted by Fire Prevention Officer	124
Miscellaneous Permits Issued	6
Quarterly Inspections Conducted (Schools, Hotels/Lodging Houses, Nursing Homes)	30
Sets of Construction Plans Reviewed	121
Fire Prevention Complaints Investigated	12
Construction Site Visits	117

Respectfully submitted,

Chief Michael J. Sullivan  
Wakefield Fire Department

## 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 a 26-community Mystic Regional Emergency Planning Committee (REPC). The REPC represents over 900,000 people. The Mystic REPC meets six times a year and works to conduct and coordinate emergency exercises and procedures throughout the region. The Town is required by law to belong to an REPC or an LEPC to maintain certification every three years. Wakefield's Emergency Manager Thomas Walsh is the treasurer of this committee.

Wakefield subscribes to CodeRED, the emergency notification system that allows Town officials to immediately notify residents and businesses by telephone, text, and email of emergency situations and important community information. We offer it in three foreign languages, as well. This year, we added an option for severe weather alerts for those people who want to be notified of significant changes in the weather pattern; for example, a microburst.

An Emergency Management Performance Grant (EMPG) was awarded to the Town of Wakefield in the amount of \$6,500. We are using those funds to conduct a tabletop exercise with our first responders and EMS personnel for active-shooter training. The Town of Wakefield was also awarded a \$50,000 grant to conduct a functional active-shooter exercise for the Town. This exercise will be conducted sometime in the fall.

This year, the Emergency Management Department, along with the rest of the community, dealt with the COVID-19 crisis. Last winter, we started having meetings with our emergency team to plan and organize the strategy on how we would deal with this pandemic.

The third week of March 2020, all public buildings were closed to the public and we went about installing protective measures to keep our employees and the public safe. Once we deemed the buildings safe for the return of our employees and the public, we reopened on June 15.

On a number of occasions, the Emergency Management Department took part in mask distribution events to residents. Initial outreach began with vulnerable populations, then included the general public. All of these events were well received.

A number of projects were implemented, such as installing dropboxes at Town Hall, which make it easier and safer for the public to conduct Town business. We also encouraged the community take advantage of online services, like paying bills and securing forms and applications on our website.

A greeter position was created to keep track of Town Hall visitors, which was required by law. These individuals also provide information to residents and ensure guests can safely reach their destinations in the building.

Our partners at MEMA assisted in giving the Town essential PPE and other supplies that were scarce. Emergency Management assisted with applying for funding both with FEMA and the CARES Act.

Once the COVID-19 vaccines were approved, The Emergency Management Department assisted the Town Administrator with acquiring the old American Mutual/Comverse building and transforming it into a vaccination clinic. The clinic events were very successful for the short period of time we were able to operate, until the Governor changed the plans of operation.

This year, we have consolidated all our emergency inventory supplies under one roof at the former Hurd School. This makes it easier to track our inventory and keep it all at one location instead of five. The department was also focused on making all necessary changes to make it safer for our employees to do their jobs and for the public to conduct their Town business in all public buildings.

We are continuing to be vigilant about this disease while keeping our community safe. We are a few months from returning to some type of normalcy. Wearing masks and maintaining social distance will, more than likely, be still part of our everyday lives for the foreseeable future.

Please be safe. We are hopeful that next year our report will be less on the pandemic and more on regular business.

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 19 signalized intersections, 13 municipal fire alarm circuits, and communication centers in both fire stations. In 2020, 60 calls for service were handled involving traffic signals. A number of these calls were signal-timing related as detours, due to road construction projects, changed the traffic flow at several intersections. Calls were also handled involving traffic signals operating in flash mode and signal damage due to high winds. Twelve calls for traffic or pedestrian lights out were reported.

This department began an annual preventive maintenance program in an attempt to find potential problems prior to any affect to signal operations. All pedestrian buttons were tested during the year and necessary repairs were made. The municipal fire alarm system required 28 emergency response calls, including 10 open circuits due either to storms or road construction. All fire alarm boxes were tested and circuit maintenance performed.

As development continues, sections of various circuits were upgraded to new fire alarm cable including New Salem Street, Lowell Street, and Water Street. Several new master boxes were also added to buildings on Foundry Street and North Avenue. Development will continue to add master boxes and require circuit upgrades. Numerous pole changes were done during the year as utility pole replacement continues around town.

Respectfully submitted,  
Randy Hudson  
Fire Alarm Superintendent

## REPORT OF THE INSPECTIONAL SERVICES DEPARTMENT

Report of all Divisions of the Inspectional Services Department for the Year 2020 is as follows:

Building Division	
Building Permits Granted	836
Building Inspections Made	1001
Inspections m/w Fire Prevention Officer	11
Inspection of Fire Jobs	4
Request for Zoning Interpretation	584
Complaints Investigated RE: Zoning Bylaw	176
Notices Posted on Unsafe Buildings	6
Sign Permits Issued	12
Single Family Dwelling Permits Issued	9
Single Family Attached Dwelling Permits Issued	3
Multiple Family Dwelling	3
Buildings Razed	8
Swimming Pool Permits Issued	28
Solar	16
Multiple Dwellings Inspected	6
Lodging House Inspections	9
Hotel Inspections	3
Nursing Home Inspections	1
Public School Inspections	10
Day Schools Inspections	13
Certificate of Occupancy Permits Issued	25
Certificate of Inspection Permits Issued	91
<b>Building Permits Fees Collected</b>	<b>\$ 858,655.00</b>

Permit Valuations (Last Six Years)	
2015	\$ 43,883,461.00
2016	\$ 67,226,479.00
2017	\$ 34,616,319.00
2018	\$ 52,792,704.00
2019	\$ 59,349,019.00
2020	\$ 69,665,697.00

Plumbing Division	
Permits Granted	419
Inspections Made	577
Inspections Approved	551
Meetings w/Pipe Fitters/Plumbers on Job	9
Plumbing Permit Fees Collected	\$ 71,870.00

Gas Division	
Permits Granted	315
Inspections Made	325
Inspections Approved	312
Meetings w/Pipe Fitters/Plumbers on Job	4
Gas Permit Fees Collected	\$ 17,175.00

Wire Division	
Wire Permits Granted	566
Residential Wire Permits Granted	468
Commercial & Other Wire Permits Granted	98
Inspections Made	823
Inspections Approved	774
Inspections m/w or Requested by WMGLD	13
Inspections m/w or Requested by Fire Department	1
Inspections m/w Building Inspector	3
Job Meetings with Electricians	29
Inspections of Public Buildings	12
Inspections of Public Schools	9
Temporary Service Permits	21
New Services – Residential	27
New Services – Commercial or Other	12
Service Increases	63
Wire Permit Fees Collected	\$ 144,679.00

The total permit fees collected was \$1,092,379.00.

Respectfully submitted,  
Benjamin P. DeChristoforo  
Inspector of Buildings

**REPORT OF THE ANIMAL CONTROL OFFICER /  
ANIMAL INSPECTOR**

Police Calls	136
General Animal Calls	2,220
Animal Related Questions	923
Animal Bites	10
Animals Quarantined	21
Dogs Adopted	0
Dogs Boarded	1
Violations Issued	11
Deceased Animals Disposed	210

Respectfully submitted,  
Kenneth J. Stache  
Animal Control Officer

## 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 has the following powers:

- To hear and decide appeals as a party aggrieved, for review of a decision made by the Building Inspector or other authority.
- To hear and decide applications for certain special permits.
- To hear and decide petitions for variances.
- To hear and make findings allowing the extension, reconstruction, or alteration of preexisting nonconforming structures or uses.

The Board deliberated on 33 new petitions during 2020. The petitions included requests for variances, special permits, findings and/or determinations.

Major items before the Board included:

- Petition for a 20-unit apartment building; the petitioner withdrew without prejudice, 33 West Water Street.
- Petition for a 26-unit mid-rise apartment building; the petitioner withdrew without prejudice, 256 Nahant Street.
- Petition for improvements at the Mobile gas station, 950 Main Street.
- Petition for a 16-unit mid-rise apartment building, 259 Water Street.
- Petitions for a 19-unit mid-rise apartment building, 581-583 Salem Street.
- Petitions for a 30-unit mid-rise apartment building, 610 Salem Street.
- Special permit to convert a one-family dwelling into a four-family dwelling, 101 Cedar Street.
- Special permits and variance to convert a two-family dwelling into a three-family dwelling, 27 West Water Street.
- Petitioner requested the Board overturn the decision of the Building Inspector asserting that the pre-existing use of a gasoline station had been abandoned. The Board upheld the Building Inspector's decision and denied the petitioner's request, the petitioner is appealing to Superior Court, 343 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, pools, and many signs for business establishments were also approved.

Items currently before the Board include:

- Proposed 21-unit mid-rise apartment building with one office, 525-527 Salem Street.
- Proposed drive-in bank (Santander Bank), 500 Main Street.
- Modification to previously granted special permits to build an eight-unit apartment building, 404 Lowell Street.
- Petition for a comprehensive permit allowing a 56-unit mid-rise apartment building (under Chapter 40B), 44, 46, and 48 Crescent Street.
- Proposed 58 units with a mixed use, 62 and 76 Foundry Street.
- Proposed five units with other uses, 97-99 Water Street.

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 Joseph Pride. 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, Chair

## HEALTH AND WELFARE

**Reports of:**

Health Department  
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.

Health Department work in 2020 was, of course, dominated by the COVID-19 pandemic. In January, before we even knew what was in store, Wakefield hosted an emergency preparedness tabletop exercise for emerging infectious diseases. As information about a new coronavirus emerged, the department began to respond. On March 17, the Board of Health declared a State of Emergency for the Town of Wakefield.

As the lead department for the emergency response, we responded on a variety of fronts:

- **Distribution of face masks:** The Health Department coordinated two multi-department efforts to distribute face masks to the public. A drive-through at the Galvin Middle School was held in April and a door-to-door drop off was completed throughout the Town in May. In total, 50,000 masks were distributed to Wakefield residents.
- **Enforcement of Governor's Orders:** The Governor issued 59 Orders in 2020 outlining and updating guidance with restrictions for businesses, government, and the public. Our office received 144 complaints, almost half of which were about improper use of face coverings, each of which was addressed.
- **Case management and contact tracing:** The Public Health Nurse took the lead on this task, supervising up to 15 people at a time. As of December 31, there had been 1,236 confirmed COVID-19 cases of Wakefield residents. In addition, there were non-Wakefield residents who work in the community who also received case management and contract tracing.
- **All staff in the department helped with the pandemic work** answering people's questions as well as doing contact tracing.

Programs funded through state and federal grants:

- The Wakefield Health Department continues to be a participant of five regional public health grants as part of the Mystic Valley Public Health Coalition with Melrose, Medford, Malden, Stoneham (all but tobacco and FDA grant), Reading (opioid grant only), and Winchester (tobacco, substance abuse, and FDA grants).
- The first is a ten-year regional tobacco control program. We have completed year two of this DPH regional grant which funds tobacco prevention in five municipalities: Malden, Medford, Melrose, Wakefield, and Winchester.

## Enforcement activities in 2020:

- Retail store inspections have been completed in all Wakefield establishments that sell tobacco/nicotine products. The only violations were minor ones, which resulted in educational warnings.
- Youth compliance checks: Due to the pandemic we were unable to conduct regular youth compliance checks. Targeted checks were conducted in response to tips or complaints. There was a sale of a flavored tobacco product violation at a Wakefield convenience store which resulted in a \$1000 fine to the retail establishment.

Pricing Surveys were suspended for FY2020.

The five year, \$100,000 per-year opioids-prevention grant awarded to the Mystic Valley Public Health Coalition was continued for an additional year. This grant is led by Medford. The substance abuse prevention coordinators of the six communities meet monthly to coordinate their efforts.

The regional Substance Abuse Prevention grant, which focuses on underage drinking, was also extended through June 2021. A regional coordinator works on strategies to reduce underage drinking for Wakefield, Melrose, Malden, Medford, Stoneham, and Winchester. This has been a particularly important issue as alcohol consumption increased dramatically during the pandemic. These two grants have been combined and the Mystic Valley Public Health Coalition has applied for the new grant.

## Mass in Motion

This is a multi-year grant-funded program that is conducted with City of Melrose which works locally to increase opportunities for residents to eat better and move more in the places they live, learn, work, and play. Melrose and Wakefield are among close to 60 cities and towns throughout the Commonwealth that are part of the Massachusetts Department of Public Health's Mass in Motion (MiM) Municipal Wellness and Leadership Program.

Over the past year, MiM-Melrose/Wakefield has worked with its municipal and community partners to make healthy choices easy for residents by increasing availability of healthful foods and physical activity opportunities.

The Mass in Motion Coordinator is a part of the age-friendly Wakefield work, led by the Council on Aging, and supports townwide initiatives including complete streets, Envision Wakefield Downtown, and community branding and wayfinding. Over 20 bike racks are currently available for parking around Town and the Coordinator houses the inventory list.

The Coordinator has been an active member of the Wakefield Healthy Living Expo Committee over the last three years, working to showcase health screenings, demonstrations, healthy food giveaways, and more; it is a great collaboration between the Wakefield/Lynnfield Chamber of Commerce, the Health Department, and many other community organizations.

The BOKS before-school activity program is active in several elementary

schools and continues at the Galvin. Youth-led sugary-sweetened beverage campaigns were initiated at the Galvin and High School through the Wakefield Youth Action Team with MiM support. Regionally, over 20 Middlesex Fells Story Walks were held across from Stone Zoo. Close to 6,000 Massachusetts residents young and old have now participated in walking, reading, and enjoying the outdoors.

This year, the MiM team began to plan for a Community Food Assessment (CFA) examining the healthy food environment through research, analysis, and mapping. The goals of the Community Food Assessment (CFA) are to better understand the current healthy food resources that Melrose and Wakefield have, identify needs of community members (i.e. seniors, youth etc.), and explore how to best fill any gaps between community needs and resources. Partners including Wakefield Food Pantry and Most Blessed Sacrament Parish have been assets to the start of this work.

### **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 two full-time Health Inspectors.

The inspectors performed 207 routine food inspections plus inspections for each of 17 farmer's market food-permit holders. In addition, inspections were completed for four summer camps, six semi-public swimming pools, four lodging houses/hotels, and three tanning establishments.

A total of 166 complaints were received: 64 housing; 18 food; 17 trash / dumpster; 15 yard; 11 noise; 4 tobacco; 31 rodents; 5 pool; 5 environmental, and 6 miscellaneous.

### **Public Health Nursing**

Influenza immunization clinics were held in the fall in conjunction with Melrose. With the new mandate for flu vaccination for students, we held our first clinic that included children. A total of four large flu clinics were offered with two, for the first time, as drive throughs. A total of 579 influenza vaccines were administered to the public, a 22 percent increase, and 182 were administered to school staff (same percentage as last year).

Blood pressure clinics were suspended due to the pandemic.

Communication and support continued to be offered to the School Nurses, especially important for case management and contact tracing for staff and students who were positive for COVID-19.

## **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 via 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 seventh year with Drug-Free Communities funding. The coalition continues to operate with active participation from key sectors throughout the community including police, schools, business owners, parents, health care professionals, media, faith community, concerned residents, and youth. In March, the coalition quickly pivoted to continue work virtually, without missing a monthly meeting. Wake-Up continues to collaborate across the region as part of the Mystic Valley Public Health Coalition implementing regional strategies at the local level.

Parent and community education is key to increasing knowledge and changing attitudes. We hosted several community education events over the past year including “Teens, Tweens, & Quarantine,” a webinar hosted by John Mattleman. Wakefield’s Parent University went virtual in late October with 15 interactive workshop sessions. Wake-Up led a workshop entitled, “How building protective factors can reduce the likelihood of risky behaviors (and help ensure teens remain emotionally healthy and drug-free during this challenging time).”

The Youth Action Team worked with a focus group of parents, eight local pizza shops, and a graphic designer to develop a parent education campaign. The youth designed two different stickers that were placed on 3,500 pizza boxes in Wakefield. The two messages included local statistics: one encouraged parents to talk to their youth about underage drinking and the other provided information about Interface (Wakefield’s Mental Health Referral program).

Other primary prevention efforts include Wakefield Memorial High School (WMHS) Senior Night. Wake-Up continues to support this initiative which provides the source for 25 percent of our matching funds. The committee was responsible for acquiring the funds to hang banners featuring seniors in downtown Wakefield, it ran a program called “Honor a Senior,” and held a virtual raffle in August. Wakefield prides itself in having one of the largest and most effective peer-education models in the state. The Youth Action Team leaders and clubs at Galvin and WMHS continue to thrive despite the pandemic and provide leadership opportunities for over 70 youth in Wakefield.

This year, youth members wrote three grant proposals and were successful in acquiring over \$3,000 in grant funds from the Wakefield Educational Foundation, Wakefield Cultural Council, and the 84 Project to implement initiatives. Despite operating almost 100 percent virtual, some of the

Youth Action Team accomplishments this year include: Galvin Family Feud, monthly Galvin News Flush/WMHS Bathroom Buzz, quarterly faculty newsletter, freshman health class presentations, 100 Warrior Faces Mental Health Campaign on permanent display at Galvin, mask PSAs and poster campaign, Park & Hangout photo voice project, and taking the lead on a statewide driving under the influence of marijuana policy project.

Finally, through a partnership with our Police Department's outreach team (Family Services Officer, Recovery Coach, and Mental Health Clinician), we are reaching Wakefield's most vulnerable residents, increasing recovery-resource access and building their sober/recovery networks. In addition, the Recovery Coach is able to provide Narcan to residents in need, offer free rides to detox or recovery with our new "Ride to Recovery" program, and developed new resource cards with shelter, food, mental health, and other important resources for our most vulnerable.

### **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.

According to the National Oceanic and Atmospheric Administration, 2020 was the second warmest year recorded for Middlesex County. Precipitation over the entire year was a little below normal; each month from May through September had below average precipitation leading to drought conditions in Middlesex County.

The total mosquito population was below average during the 2020 mosquito season due to the dry winter and cool spring. From mid-summer on, the mosquito populations plummeted due to low precipitation and high heat. The summer floodwater mosquitoes were at their second lowest levels since 2000 (only 2017 was lower). In contrast, the high heat and dry conditions of 2020 led to high *Culex pipiens/restuans* populations. They were almost as high as the record high from 2017. *Culiseta melanura* populations were the sixth lowest since 2000 and 52 percent of normal.

The adult mosquito surveillance program monitored mosquitoes from eight Wakefield trap collections. Thirteen mosquito pools from those collections were sent to the MDPH to be tested for Eastern equine encephalitis (EEE) and West Nile Virus (WNV). All of the pools tested negative for EEE and one pool tested positive for WNV.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis* var. *israelensis* (Bti) and *Bacillus sphaericus*. Bti and *Bacillus sphaericus* are classified by the Environmental Protection Agency (EPA) as relatively non-toxic. In April, a helicopter was used to apply Bti granules to 16.6 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 1.5 wetland

acres due to high densities of mosquito larvae found in stagnant water. *Bacillus sphaericus* was applied to 2,500 catch basins to reduce the amount of *Culex* mosquito larvae. *Culex* mosquitoes are considered the primary vectors for WNV in Massachusetts.

For adult mosquito control, crews sprayed two times using a truck-mounted aerosol sprayer. 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 a notice on the Town website. Crews used an excavator to restore 2,140 feet of ditch and hand tools to restore 1,115 feet of ditch.

The EMMCP's 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.us/emmcp/> provides residents with information on mosquitoes, control programs, and related topics.

### **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 healthcare, developmental and brain injury services, early childhood and youth programs, addiction treatment, trauma response, and more. A line item in the Board of Health budget subsidizes a sliding scale fee structure for outpatient mental health services.

Communitas, formerly known as EMARC, receives a small amount of funding from the Town. Families receive case management support at home, individuals live in residential units, and other individuals live in their own apartments through in-home supports. Some Wakefield residents also live in adult family/foster care situations funded through MassHealth. Residents also participated in Communitas' recreation department.

Respectfully submitted,  
Ruth L. Clay, MPH  
Health Director

## 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.

While the year started strong with new programming and new attendees on the horizon, March rolled in and presented us with challenges. Upon closing our doors, we stepped up where we could and outreach became our calling in 2020. Whatever the need, we tried to assist.

We practiced social distancing, wore masks, and followed disinfecting procedures. In late March, we worked with Mystic Valley Elder Services delivering frozen meals to homebound clients. All center activities were cancelled, but we continued to reach out through phone calls and made the computer room available to those without Internet access. Transportation services continued to medical appointments and grocery stores, providing approximately 750 trips over the course of the year.

As the weather transitioned to nicer, more comfortable conditions, we took the center outside. An informational session about the new tax credit for Wakefield senior homeowners was held on the Common, a mask and hand sanitizer giveaway pop-up took place at the Greenwood Fire Station, the annual lobster roll luncheon took to the road, and an outdoor bingo for residents at the Lincoln School was held. Some small group craft classes and a couple of drive-through events were offered at the center, along with over 200 home visits to residents between June and October as we checked in to let people know we were still here and ready to help.

Indeed, it was a very different year; however, we adapted to the challenge, served our mission, and developed creative solutions that will inform future programming and outreach. We see a light at the end of the tunnel and hope to be serving the community in person again soon.

Respectfully submitted,  
Judy Luciano  
Executive Director

## **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 DEPARTMENT OF PUBLIC WORKS

The Public Works Department consists of 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 the Town drainage system. Additionally, the department provides services such as: refuse collection and disposal, recycling and yard waste collection, street sweeping, snow and ice removal, and support services to other Town departments and civic events.

This past year proved to be one that would test the entire community's resolve. The Department of Public Works faced many new challenges as a result of the COVID-19 pandemic. The staff at the Department of Public Works not only continued to provide the core services depended on by the Town, but also played an additional role in addressing the pandemic by providing deep cleaning and disinfection of all Town buildings; extensive HVAC review and maintenance for optimal air quality; logistics relating to public space closures, social distancing, and outdoor dining facilities; and providing support services to vaccination and testing sites. The entire staff at the Department of Public Works is looking forward to, and wishing the Town, a healthy and productive 2021.

For details of division 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:

Ann Waitt Business Manager  
William Renault, P.E., Town Engineer  
Christopher Pierce, Buildings Manager  
Lou Perriello, Highway Supervisor  
Dennis Gorman, Fleet Maintenance Supervisor  
Dennis P. Fazio, Forestry, Parks, and Cemetery Supervisor  
Steve Fitzpatrick, Water / Sewer Supervisor  
Christopher Hunt, Field Operations Manager

Joseph Conway, Director  
Wakefield Public Works

## 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 right 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

Gertrude Spaulding: The Division completed contract administration, management, and park rehabilitation project. Project contractor J.J. Phalen, Inc. reached substantial completion on the project in fall 2020. The private / public partnership project was funded by the Friends of Lake Quannapowitt and includes the installation of new pathways and re-grading of the park to collect and treat all storm water through the installation of a bioretention area retrofit. The project, as designed, will remove over 98 percent of phosphorus and nitrogen generated by the park and abutting roadway.

### Water

475 Linear Feet of Water Main Replacement: The Engineering Division completed the design, bidding, and construction for the installation of new 16" transition main and steel sleeve between the Broadway water treatment plant and the railroad crossing. The project was coordinated with the National Grid electric transition main open cut work and planned track outage. The project replaced aging infrastructure and improved the gating system to provide additional redundancy to the Town's water distribution system.

### Sewer Projects

Year-three Inflow/Infiltration Construction: Sewer Rehabilitation Contractor Green Mountain Pipeline Services completed the year's construction contract in 2020. The contract included the cleaning and lining of sewer main line pipe and manholes. The year-three contract includes: 1.33 miles of sewer main lining, 2.54 miles of sewer main cleaning, 431 pipe joint repairs, 123 sewer manhole repairs, and 25 sewer service repairs.

### Roads

1.2 Miles of Public Roadway Rehabilitation Construction: The Engineering Division completed the design, bid, and contract award for FY21 road paving. The project proposed the mill and overlay Vernon Street (Lowell

Street to Indian Lane) and reclaim of Mitchell Lane, Collins Road (Butler Ave to the cul-de-sac), Daniel Road (Salem Street to the cul-de-sac), and Flanders Lane (Hancock Road to Pleasant Street).

Unfortunately, due to COVID -19 delays, the awarded contractor, Aggregate Industries, was only able to complete 450 feet of paving on Water Street prior to the end of construction season. All remaining contract work will be completed in spring of 2021.

### **Albion Street**

The Engineering Division completed public outreach, design, bidding, and contract award for the MassDOT Complete Street grant-funded project on Albion Street. The project was awarded to J. Marchase and Sons. In total, the project will replace the approximately 2,200 linear feet of sidewalk, install four new curb bump out areas, add streetscape enhancements through the installation of planting areas and street trees, and install 11 new curb ramps.

## **BUILDING DIVISION**

The Building Division of the Department of Public Works is responsible for the maintenance and operation of 46 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 tasks 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 Town Hall, Public Works facilities, Public Safety Building, Senior Center, Landrigan Field buildings, and park facilities.

The Building Division is also responsible for clearing snow and applying ice melt to all entryways, emergency exits, walkways, and sidewalks at the following locations: Town Hall, Senior Center, Public Safety Building, Americal Civic Center, and the Hurd School. During the year, the vast majority of work is accomplished by Division employees, though a small percentage is outsourced.

### **Major projects undertaken in calendar year 2020**

#### **Town Hall**

- Constructed three new office spaces
- Installed new drop-off mailboxes
- Installed new ballot box for election
- Installed new generator
- Installed five new electronic display screens
- Installed new flooring in second-floor bathroom and storage room
- Installed new mini split in communications office
- Replaced air handler compressor in Town Administrator's office

#### **5 Common St.**

- Installed new electrical service
- Renovated two office spaces
- Installed new windows

#### **11 Lafayette St.**

- Built new fire escape
- Installed two new exterior doors

#### **North Ave Public Works**

- Garage door repairs
- Replaced upper and lower roofs

#### Americal Civic Center

- Replaced exterior balcony
- Installed three new interior doors
- Interior painting
- Installed new Wi-Fi

#### Greenwood Fire Station

- Removed and replaced boiler

#### Public Safety

- Installed new garage door sensors
- Cleaned HVAC duct work

#### McCarthy Senior Center

- Replaced exercise room floor

#### Doyle School

- Completed installation of new sprinkler system
- Installed glycol into HVAC system

#### Greenwood School

- Interior painting
- Installed new ceiling fans in gym
- Installed new roof
- Installed new bathroom
- Installed new handicap ramp

#### Woodville School

- Replaced 35 doors under warranty
- Installed glycol into HVAC system

#### High School

- Installed 50-ton split A/C unit
- Repaired pneumatic controls
- Repaired all univents and replaced 30 motors
- Cleaned HVAC duct work
- Replaced 13 exhaust fans
- Removed and replaced 300-gal neutralizer tank
- Replaced condensate tank and pumps for steam return

#### Dolbeare School

- Cleaned all univents
- Replaced six exhaust fans

## Galvin Middle School

- Installed glycol into HVAC system
- Replaced return fan and blades on auditorium HVAC unit
- Rebuilt gas assembly on auditorium stage HVAC unit
- Painted all gas piping on roof
- Cleaned HVAC duct work
- Replaced exhaust fan
- Replaced three compressors and rebuilt outside return dampers on rooftop AC unit
- Installed new freezer

## Miscellaneous Projects

- Park bench repairs and painting, townwide
- Installed electrical for new scoreboard at Blatz Field
- Constructed new leaf box for Parks Division
- Assisted with community garden project
- Installed temporary electrical service for Hopkins St. bridge project

## COVID-19

A very large portion of the Buildings Division's time and resources were dedicated to implementing COVID-19 protocols and safety measures.

### Projects included:

- Performed extensive cleaning and repairs of all HVAC systems, townwide
- Applied new cleaning techniques and schedules to ensure the safety of all employees and residents entering public buildings
- Organized and set up for two Town Meetings held in the High School Field House and adjacent parking lot
- Assisted with the distribution of masks to residents
- Installed plexiglass partitions, townwide
- Installed Dutch-style doors in Town Hall offices
- Installed hand sanitation stations in all public buildings
- Installed new greeter station at Town Hall

## **FORESTRY AND 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 Parks Division is responsible for the proper maintenance of the upper and lower commons, all parks, playgrounds, athletic fields, and many roadside areas, including 22 islands. This Division maintains over 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 and is involved in the setup and cleaning for major festivals that occur in the Town and athletic games at Town and school fields.

### **Forestry Division**

- 451 tree maintenance requests completed
- 163 shade trees removed
- 115 shade trees planted
- \$5885.00 in donations received for shade tree plantings
- 69 stumps ground

### **Parks Division**

- Winter sidewalk plowing
- Nineteen school sand barrels
- Cleaning and refurbishing filter berm on Lake Quannapowitt
- Monitoring water level on Lake Quannapowitt
- Maintenance on all 13 playgrounds
- Daily maintenance on all 13 Town ball fields
- Set up and cleanup for all major school athletic events
- Field line painting 45,656 L.F. / 8.65 miles
- Seasonal roadside mowing
- Collected refuse from parks and schools ; 100.98 tons
- Seasonal painting of all park barrels

### **Major Projects and Storms**

- Maintained the Wakefield Dog Park
- Tree City USA Award (19th year)
- Eleventh year Townwide tree spraying via spraying budget
- Increased effort for planting shade trees via shade tree budget

- CommuniTree Program (for donations to purchase/plant public shade trees)
- Provide Christmas tree pickup and recycling of debris
- Tree wrapping with lights in downtown area for year-round decorations
- Oversee the townwide goose control program
- Blatz Field project was completed
- Walsh Field project was completed (paving completed Spring 2021)
- The new Greenwood School playground was completed
- August brought devastating wind storms causing townwide tree damage and storm clean up

## 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.

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.

This Division installs all foundations, government plaques, markers, and government stones. The Cemetery expansion was completed with paved roads, irrigation, and marked out graves. This section is now in use.

### Major Projects

- Planning and layout for cemetery cremation garden at Forest Glade Cemetery slated for 2021 (pending funding)
- Digital grave mapping slated for 2021

Cemetery Revenue	
Number of foundations installed	53
Number of graves sold	55
Number of interments	127
Income from sale of graves	\$ 44,000.00
Perpetual Care	\$ 27,500.00
Sale of Services Revenue	\$ 77,075.00
<b>Total Revenue</b>	<b>\$ 152,450.00</b>

# HIGHWAY DIVISION

The Highway Division is responsible for the maintenance of 115 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; collection of rubbish, recycling, and CRTs; propane gas tank disposal; school parking lot maintenance; striping crosswalks, center lines, and parking areas; and 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, the Public Safety Building, Town Hall, and Senior Center.

Traffic Markings	
4" Single and Double Centerline	202,111 LF
4" Edge line	108,940 LF
12" Crosswalk and Stop lines	38,912 LF
4" Parking lines	22,84 LF
Crosswalk centers	13,625 LF
Directional arrows & 8' only	197 EA
Railroad crossings	7 EA
8' School	50 EA
6" Traffic circles	4 EA

Traffic and Street Signs	
Traffic signs installed or replaced	125
Street signs installed or replaced	65
Sign poles replaced	106

## Drainage Systems Maintenance

- Maintained areas of Saugus and Mill Rivers
- Cleaned, flushed, and investigated drainage pipes and catch basins at the following locations: Paul Avenue, Water Street, Union Street, Princess Street, Centre Street, Jordan Ave, Jackson Lane, Court Street, West Park Drive, and Broadway
- Cleaned 951 basins
- Repaired or replaced 77 catch basins, manhole structures, and drainage pipes

## Miscellaneous

- Weed roadside curb areas spring through fall
- Leaf and brush curbside collections: one in May and one 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 recycling area maintained and manned for residential leaf and brush drop off
- Assisted other Divisions and Departments on various projects
- Installed numerous traffic signs for the Traffic Advisory Committee
- Line painting of various Town-owned properties, schools, Town Hall, Public Safety Bldg., etc.
- Loam and seed behind new and repaired sidewalks throughout the Town
- Repaired over 58 concrete and asphalt sidewalks at various locations (safety improvements)
- Installed new parking area for staff at Doyle Elementary School

### **Winter Program**

Snowfall total for Fiscal Year 2020: 33.7 inches

- Schools plowed, salted, and sanded along with 115 miles of roadways
- Snow fence installed on the Common in early December
- Over 50 sand barrels placed at hills and areas that are needed throughout the Town
- Town sanders and plows maintained on a regular basis
- Winter potholes and trenches filled and maintained as needed throughout the season

## **FLEET MAINTENANCE DIVISION**

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

- 140 pieces of DPW equipment
- 34 Police Department Vehicles
- Fire Department vehicles
- School Department Vehicles
- 2 Council on Aging Vans
- 1 Building Inspector's Car
- Animal Control Officer's truck
- IT Department

The Division provides maintenance on a daily basis. All minor repairs and most major repairs are done in house. Fleet Maintenance responsibilities also include writing the specifications to cover the needs for each Division purchasing vehicles.

### **Vehicles purchased for Public Works**

- One Bobcat skid steer loader for Highway Department
- One dump truck with sander for Highway Department
- One service truck for Water Department
- Also responsible for providing all departments, including the Municipal Gas and Light Department, with both unleaded gasoline and diesel fuel.

## **WATER DIVISION**

The Town of Wakefield used approximately 711 Million gallons of water in CY 2020. This water is supplied by two sources, namely the MWRA and the Wakefield Broadway Treatment Facility utilizing Crystal Lake as the source water supply.

The Water Division is responsible for the operation and maintenance of the Broadway Water Treatment Plant, the Linden Street Pumping Station, the Montclare Ave. Booster Station, the Sidney Street Booster Station, and the Sidney Street Water Storage Standpipe. The Division is also commissioned with the maintenance and repair of the entire distribution system and the monitoring of all 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, but are not limited to: repairs to water main breaks; replacement of older mains; water main flushing; leak detection; replacement / repair of gate and curb boxes; Dig Safe mark-outs; gate valve box locating / marking / clean out; gate valve exercising; water main shutdowns; pipeline disinfecting and testing; fire hydrant replacements; repairs and winterizing; inspections of new installations and repairs by contractors; maintenance of pressure-reducing valves; water booster stations; and inspection and maintenance of the Sidney Street water storage standpipe.

### **Broadway Water Treatment Plant**

The Department operates the Broadway Water Treatment Plant. The treatment plant draws its source water 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 Department 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 Department is constantly testing the water quality to ensure safe drinking water and protect against contamination. This is achieved through various field-testing procedures and the completion of all water quality testing as scheduled and mandated by the DEP.

## **Cross Connection Control**

The Department continually maintains an active Cross Connection Control Program. This program consists of regular testing of existing backflow devices to ensure proper protection from backflow 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 Department reads approximately 9,000 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, many new meters are installed to service new accounts while older meters are constantly being replaced to upgrade the system.

Examples of additional maintenance on water meters include replacing frozen or damaged meters, repairing leaks, repairs-replacement-rewiring of outside registers, and transmitters.

## **Fire Hydrants**

The Department maintains approximately 900 public fire hydrants throughout the distribution system. Hydrants require constant ongoing maintenance in order to ensure proper operation during emergency firefighting situations. The Water Department winterizes hydrants that hold groundwater each year to prevent these hydrants from freezing. At that time, caps are removed, hydrants holding water in the barrel are pumped down, and food-grade antifreeze is added to prevent freezing.

During general hydrant maintenance, the condition of the hydrant is evaluated and work orders produced for any needed repairs. Caps are removed, cleaned, and lubricated to ensure operation when needed. Hydrants known to hold water are checked periodically throughout the winter. Hydrants are also checked for proper operation during water main flushing. The Department cleans and paints hydrants as an ongoing maintenance process.

Each year, a portion of the system's older hydrants are replaced with new units. Hydrants are also used for a variety of distribution maintenance functions such as water main flushing, water quality sampling, pressure testing, and monitoring.

## **Snow and Ice**

Both the Water and Sewer Departments participate in all Town snow and ice removal operations. All Department personnel and equipment are involved in clearing snow and ice during storm events.

## **Emergency Service**

For emergency service please call the Water and Sewer Division's 24-hour emergency line at 781-246-6318.

## 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 8,500 sewer service laterals. The collection system mains, manholes, structures, covers, etc., require constant maintenance to ensure proper operation, reduce service interruptions, and to prevent backups, 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; repair and rehabilitation of manholes, covers, and structures; Dig Safe markouts for excavations; pipe repairs and/or replacement of broken mains; inspections of new sewer mains; service installations; and repairs by contractors.

### Pumping / Lift Stations

There are nine pumping / lift stations utilized in the wastewater 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 at Central St Station, and the Spaulding Street Station.

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 backups and overflows.

- The Department has an ongoing program for the replacement / rehabilitation of aging wastewater lift / pumping stations.
- The Farm Street Station rehabilitation (the largest station in the system with a capacity of 8 MGD) was completed in 2004.
- The West Park Drive station rehabilitation was completed in 2005.
- Both the Main Street at Central Street Station and the Audubon Road Station rehabilitations were completed in 2008.
- During 2016, the Lakeview Avenue Station, Spaulding Street Station, and Plaza Road Station were all successfully rehabilitated and are currently online.
- In 2018, the Finlay Street Station was completely rehabilitated.
- In 2019, the Bay State Road Station was completely rehabilitated.

This completes the entire sewage pumping lift station replacement / rehabilitation project of all nine stations.

### **Inflow and Infiltration (I&I)**

The Department 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 home's sewer service; and 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.

These flows enter the collection mains and can exhaust the system's capacity resulting in sewage surcharging, overflows, and backups. The additional flows due to inflow and infiltration significantly add to the equipment maintenance, utility, and manpower costs associated with operating the system.

Identifying and removing flows from inflow and infiltration sources reduces the annual metered volume of wastewater discharged from the Town of Wakefield into the MWRA system. This can result in significant reductions to the Town's MWRA annual waste water assessment.

The Town is continuing the process of installing a control- and data-collection system on multiple sewer stations that will enable data from these sewage stations to be collected and analyzed by the Town. This information will greatly enhance the Town's ability to identify sewage flow volume and discharge patterns that identify inflow and infiltration sources.

### **Emergency Service**

For emergency service please call the Water and Sewer Division's 24-hour emergency line at 781-246-6318.

## EDUCATION

### **Reports of**

Wakefield Public 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 2020, despite being in the midst of a global pandemic, we continued to use our Core Values, joined with our Mission and the WPS Instructional Strategy, to prepare our students for college, career, and community by providing them with a rich and challenging curriculum, high quality instruction, and learning experiences designed to meet their individual needs and interests.

The Wakefield Public Schools employ 578 people in seven bargaining units all working with the common purpose of educating 3,393 students in grades PreK-12 and POST Academy.

The WPS instructional strategy focuses on the academic core in three parts, Quality Teaching, Rich and Challenging Curriculum, with an Individualized Student Learning objective that targets student growth and inclusive practices. All of the planning and decision making happening in the district starts and ends with the instructional strategy. This guides our leadership and instructional practices as we work to improve each year. Attracting, developing, and retaining exceptional teachers continues to be at the heart of the WPS Instructional Strategy to continue to grow our exceptional school system. Wakefield boasts the highest retention rate for teachers in the Middlesex League, which is a testament to the ongoing community support and respect we have for our teachers.

In 2020, all members of the Wakefield Public Schools community worked collaboratively with the Town to navigate the impact of COVID-19. In March of 2020, while our buildings shut down, our educators worked to redefine public education as we once knew it. Our administrative teams, teachers, and staff worked tirelessly through the summer months to coordinate thoughtful reopening plans for fall 2020, with a focus on safety, equity, and educational outcomes. We worked closely with the local Board of Health and Town officials and followed guidance issued by the Department of Elementary and Secondary Education.

Since September of 2020, for safety and COVID mitigation, the Wakefield Public Schools has been operating in a hybrid instructional model, meaning the weeks are split to have students experience some learning in person and some remote learning. While the majority of our students participate in the hybrid model, we are also educating approximately 400 students in grades K-12 in a full remote educational program. We provided additional in-person learning opportunities to special populations of students as needed. Each week, we carefully monitored local and state COVID data, relied on our nursing teams for their exceptional guidance and contact tracing protocols, and communicated our status to families. These efforts allowed us to remain open for teaching and learning without a need to shut down the District due to virus transmission.

As we reach one year since the school closure at the start of COVID-19, we are seeing light at the end of the tunnel. Our Doyle Early Childhood Center and POST Academy have been operating in a full in-person model all year. Our elementary level is finalizing plans for a full in-person return on April 5, with our Galvin Middle School students following this timeline and planning for a full in-person return on April 26. Wakefield Memorial High School will continue to phase in more in-person learning time, while decreasing remote time, with a full return expected late April / early May 2021.

While our time in person with students was limited for the majority of this school year, our educators and instructional leaders took a quality-over-quantity mindset. Rich discussions at every grade level happened before the start of school and throughout the year regarding curriculum priorities and agreements about important skills and standards to target to minimize learning loss and ensure student progress. Since the spring of 2020, our math department has taken on a comprehensive curriculum review with a team of representatives from every level, both general and special educators. The Math Curriculum Review Team (MCRT) has made recommendations to field test high quality instructional materials this spring and will focus on professional development targeting best instructional practices.

Our facilities department has been instrumental in combating the demands of COVID-19 and reopening. They have improved facilities maintenance and cleaning protocols across the district and worked diligently to ensure the safety of our faculty, staff, and students. We reported in 2019 that we had two letters of acceptance from the Massachusetts School Building Authority (MSBA) Statements of Interest (SOI) that were submitted to support the replacement of the Greenwood Elementary School roof and the replacement or renovation of Wakefield Memorial High School. The COVID pandemic has not slowed down the process for either of these projects and we look forward to continuing to develop a Facilities Master Plan with attention to new residential developments and enrollment trends.

As we move into 2021, we will continue to prioritize safety and required protocols for COVID-19 as a standard across the district. We will continue our focus on developing instructional practices that prioritize achievement, equity, and opportunity gaps for all students. An essential component of our success is building capacity within the district by recruiting, retaining, and developing outstanding teachers, administrators, and paraeducators. We are working districtwide to develop a comprehensive plan for Special Education and English Learner Support and also looking to increase course offerings in STEAM, computer science, and early college opportunities.

Wakefield is a terrific place to work and grow as an educator and a school leader. I know I speak for the administrative teams, faculty, and staff when I say that we are grateful for the ongoing support from the community and the opportunity to work to improve the Wakefield Public Schools every day.

## REPORT OF THE SCHOOL COMMITTEE

The Wakefield School Committee is pleased to report that, even in one of the most challenging years of our lifetimes, the Wakefield Public Schools continued to focus on providing a rich and challenging learning experience to each of Wakefield's students. In 2020, the School Committee thanked Committee Members Anne Fortier, Christopher Callanan, and Thomas Flynn for their service to Wakefield students. The committee also welcomed Michael Boudreau, Dr. Darci Burns, and Greg Liakos to the Committee. At the reorganization meeting, the committee voted to appoint Aimee Purcell to Chair and Suzy Veilleux to Vice-Chair of the School Committee.

Just after the Senior Show in March, the Wakefield Public Schools, like so many across the country, stopped in-person learning due to the COVID-19 pandemic. Under the leadership of Superintendent Doug Lyons, Wakefield was able to implement its LearnAnywhere remote learning program through June. Under guidance from the Massachusetts Department of Elementary and Secondary Education (DESE), Wakefield developed three learning models for returning back to school in September: remote, hybrid, and in-person learning. The Wakefield School Committee is proud that the Wakefield Public Schools were able to implement and operate the hybrid learning model through the pandemic and wishes to express our thanks to the faculty and staff who made that possible.

The unprecedented challenges of 2020 also led to unprecedented collaboration. The Wakefield Public Schools worked together with the Town Administrator, Department of Public Works, Board of Health, and outside companies to best keep our schools clean and safe for our students. The School Committee wishes to thank all those individuals and groups for their steadfast support of Wakefield's students. That shared, Townwide commitment allowed the Wakefield Public Schools to meet the many challenges of 2020 as a community.

Wakefield Memorial High School also continued with plans for a new high school building after acceptance into the Massachusetts School Building Authority Program. With 2020 behind us, the Wakefield Public Schools are well-positioned to continue providing rigorous, challenging curriculum that is personalized to each of Wakefield's students. There are bright days ahead for the Wakefield Public Schools.

# REPORT OF THE SCHOOL DEPARTMENT BUDGET

2019-20 Expenditures	
Personnel	\$ 33,880,711
Contractual	\$ 3,315,103
Materials	\$ 2,040,849
Sundry	\$ 32,393
Sped Tuitions	\$ 2,822,049
<b>Total</b>	<b>\$ 42,091,105</b>
Capital	\$ 146,710
Transportation	\$ 115,000

## Grants

- 262 Early Childhood: \$37,370
- 240 Federal Special Education Entitlement: \$882,701
- 317 METCO: \$451,634
- 140 Title IIA Teacher Quality: \$54,201
- 305 Title I: \$124,350
- 237 Coordinated Family and Community Engagement: \$185,540
- Circuit Breaker Special Education Reimbursement: \$1,795,436

The year saw seven 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.

Retirees were Lisa Brown, Lois Celona, Jean Charos, Marie Chirichiello, Maryann DeVito, Catherine Leofanti, and Jane McConnell.

## **REPORT OF WAKEFIELD PUBLIC SCHOOLS, SPECIAL EDUCATION DEPARTMENT**

The department provides or arranges for the provision of each of the elements of the Individualized Education Programs (I.E.P.s) 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 2020-2021 school year, the Special Education Department has prioritized in-person special education services during COVID-19 hybrid schedules. Many of our students with high needs have required extended services to meet academic progress expectations. The Doyle Early Childhood Center has remained an integrated setting, providing peer models for our students with disabilities, utilizing a five-day schedule.

POST Academy continued to operate a five-day schedule with shorter days relative to a decrease in vocational experiences due to community restrictions as a result of COVID-19. We are hopeful that September brings more opportunities for our students to get back into the community for that integral part of their programming.

The Special Education Department has also continued programming improvements and expansion of our language-based programs both at Greenwood and Galvin. We have employed an outside consultant to conduct a program evaluation at both schools. With those recommendations and the professional development through our continued relationship with Landmark, we expect to successfully service our students with language-based needs in district. This collaboration, professional development, and research will only improve the positive programming and services for students already established by Wakefield Public Schools.

## REPORT OF WAKEFIELD PUBLIC SCHOOLS, WAKEFIELD ACADEMY

Wakefield Academy currently serves 80 students while following all COVID-19 guidelines. Our programming consists of educational asynchronous and synchronous academic support, social-emotional support, as well as physical activities such as games and age-appropriate social play. 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 the Academy and helps us deliver the best programming possible.

Wakefield Academy currently has one program location at the Americal Civic Center which has provided support for our morning cohort (7:30 a.m. to 12:15 p.m.) and afternoon cohort (11 a.m. to 5 p.m.) students. In a typical school year, we would have had five before-school programs (Doyle, Dolbeare, Greenwood, Walton, and Woodville) and six after-school programs (Doyle, Dolbeare, Greenwood, Walton, Woodville, and Galvin), serving over 600 students. Currently, our morning enrollment averages 35 students while our afternoon enrollment averages 45 students from across our school district.

In addition to our daily programming, we also offer virtual enrichment opportunities for all Wakefield Public Schools K-8 students. These activities include teacher-led initiatives as well as Pedro's Judo, Kidcasso Art, Kids' Test Kitchen, Sports Zone 101, Wicked Cool Science, Chess Wizards, Right Brain Curriculum, Shannon's Yoga, Chess Empire, Move2Joy, Adventurous Learning, and Super Science. These activities have brought an additional 200 students into Wakefield Academy programming. We have received tremendous support for our virtual enrichment offerings again this year and will continue seeking partners throughout the spring to add to our summer and fall 2021 programs.

Due to COVID-19 guidelines, we did not hold a February vacation program. We do have our April vacation program and Wakefield Academy Summer of Success program which will be offered for students in grades K-4 and PK-8, respectively. The April vacation camp will offer social activities, programs, and presentations to engage our students in grades K-4. The Summer of Success program will include structured academic, social activities as well as presentations for our PreK through rising fifth-grade students. These programs are offered outside of the before/after school programming and are available to all Wakefield Public Schools 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 WAKEFIELD PUBLIC SCHOOLS, FACILITIES DEPARTMENT**

## **District**

- Due to COVID-19, all school HVAC systems were thoroughly inspected and upgraded in collaboration between Wakefield Public Schools and DPW
- A third-party consulting firm, BALA Consulting Engineers, conducted a HVAC assessment of all school buildings
- All schools now have interior and exterior security cameras which are fully functional
- Air purifiers were distributed to rooms and spaces with no exterior window or proper HVAC system
- Personal protective equipment was purchased and distributed to ensure the safety of staff and students
- Containers were rented and stored on school property to house excess furniture, creating space for proper social distancing for students and staff
- Plexiglass was installed at all main offices

## **Wakefield Memorial High School**

- HVAC upgrades: a new compressor was installed to supply A/C to the cafeteria
- Siemens inspected and repaired any pneumatic univents that needed attention
- All exterior windows are fully functional and had screens installed
- The school was accepted to participate in the bid for a new High School via the Massachusetts School Building Authority; the current status is ongoing

## **Galvin**

- Phase 2 of drilling and adding additional Geopiers to support the slab was completed prior to the opening of school in August 2020

## **Woodville**

- Walk-in refrigerator compressor and evaporator replaced
- Continental Clean Air conducted a thorough cleaning of HVAC systems and univents

## **Dolbeare**

- Main hot water heater replaced in February 2021 by DPW
- Continental Clean Air conducted a thorough cleaning of HVAC systems and univents

**Greenwood**

- In conjunction with Massachusetts School Building Authority (MSBA), a new roof was installed over the summer of 2020 on MSBA's Accelerated Repair Project (ARP). In addition to the roof, the ARP included upgrades to the ADA ramp, ADA bathroom, and ADA water fountain
- A new playground was installed in 2020 from Capital Planning

**Walton**

- N/A

**Doyle**

- DPW added 10 additional parking spaces for staff and visitors
- Fire Suppression System was installed and completed along with a new fire-alarm panel

## REPORT OF WAKEFIELD PUBLIC SCHOOLS, TECHNOLOGY DEPARTMENT

- **Project #1 Security Cameras at all Wakefield Public School Buildings**

In an effort to increase the safety of our schools, we installed security cameras at the Galvin Middle School and all of the elementary schools. Wakefield Memorial High School cameras were installed the previous year.

- **Project #2 Upgraded Wireless Internet System Districtwide**

Completely upgraded the wireless Internet system at all Wakefield Public School buildings to improve reliable access to online resources for students and staff.

- **Project #4 Introduced Clever for Simplified Sign-On to Online Resources**

Students and staff can now login to most of our online resources using a simplified system that uses their Google Apps login for authentication.

- **Project #5 1:1 Devices Grades Kindergarten through Eighth Grade**

Wakefield Public Schools students in grades K-8 now have individual access to a device that is not used by any other student throughout the year.

- **Project #6 Developed Program for Remote Access to Learning in Response to a Global Pandemic**

The Technology Department worked with teachers to provide remote access to learning resources from any location to remote students utilizing online meeting software and state-of-the-art camera systems. During this process, we have determined ways to utilize all of this equipment when the pandemic is over.

- **Project #7 Developed Community Technology Support Process in Response to a Global Pandemic**

Knowing that families would be accessing technology from home during the pandemic, the Technology Department extended technology support resources to approximately 3,000 families in the Wakefield community.

- **Project #8 Provided Access to Online Resources for Students Without Wireless Access**

# **REPORT OF WAKEFIELD PUBLIC SCHOOLS, CURRICULUM AND INSTRUCTION DEPARTMENT**

## **Curriculum and Professional Development**

The vision and goal of the Wakefield Public Schools' (WPS) instructional strategy is to graduate confident, lifelong learners who are respectful, caring members of their 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 assessments and ensure we are getting the best curricula materials in place to support teaching and learning.

## **Doyle Early Learning Center**

The Doyle Early Learning Center is utilizing the Opening the World of Learning (OWL) Curriculum Resource as a guide of thematic units to support our early childhood experience. The curriculum's primary focus is on building language and literacy skills through engaging activities across all content areas. Doyle staff has also engaged in ongoing professional development focused on the social-thinking curriculum, which supports our students in building foundational social competencies and essential life skills. The lessons help students understand themselves and others; develop self-awareness, perspective taking, and social problem solving; and increases social emotional learning.

## **Social Studies**

Throughout the school year, the secondary Social Studies Department (grades 5-12) continued to implement the Massachusetts History and Social Studies Frameworks introduced in 2018. Much of this work was focused on incorporating new materials and strategies while also adjusting to the unique needs of WPS students and teachers. Teachers in grades 8 and 11 also developed a civic action project to promote meaningful student-led, non-partisan projects in accordance with Chapter 296 of the Acts of 2018. The Department has also worked to emphasize the multiperspectivity of history by teaching the experiences of marginalized groups from their perspectives using primary sources and accounts while encouraging students to think critically about the past, present, and future.

## **Math**

We are in the process of planning a K-12 math curriculum review to take place throughout the 2020-2021 school year. Our Elementary STEM Curriculum Coordinator and Secondary Math Curriculum Coordinator are heading up this process with teacher groups from K-12. They will seek to learn more about how our math curriculum is working for our students with an eye on standards alignment, resources, student outcomes, and best instructional practices.

## **World Languages**

Our World Language Curriculum Coordinator recently supported bringing the Seal of Biliteracy to Wakefield. This is an excellent opportunity for our students. The Seal of Biliteracy is a state-level recognition awarded to students who demonstrate a high level of proficiency in English and a partner language. Wakefield students who may be eligible have been encouraged to engage in this process. The Wakefield Public Schools value language and cultural diversity and this opportunity is a strong example of that.

## **Science**

Our Elementary STEM Coordinator and Science Curriculum Coordinator provided a variety of hands-on activities during Massachusetts STEM week to continue to engage students and families in STEM. Plans are in place to continue to offer activities during STEM week in 2021. At the elementary level, the science leadership team has continued to work together to support standards-based common curriculum across the four elementary schools. The group has worked to prioritize key information, engaging lessons, and develop common assessments. At the secondary level, PLCs have worked together to continue to align curriculum, develop standards-based common assessments, and dig deeper into assessment data as a team. Work at both levels continues to promote equitable experiences for all students and increased collaboration on teaching and learning.

## **English Language Arts**

At the elementary level, our focus continued to be refining our implementation of reader's and writer's workshops in grades K-4. Teachers across the four schools, with the support of district literacy coaches, worked together in weekly curriculum meetings to extend and align their practices, focusing on priority standards within the Teachers College Units of Study. In addition to the Units of Study, K-2 teachers support students' phonemic development with Foundations, a systematic phonics program.

Students' in-person learning was further supported asynchronously through the use of Lexia Core5 and RAZKids Plus, digital platforms which reinforce the foundational skills and strategies being practiced in school. Ongoing formative assessments, such as the Benchmark Assessment System and running records, helped teachers identify students who would benefit from additional literacy support. These students received support through a newly developed intervention program. Instructional leaders and teachers will continue to work together to bolster workshop practices and foundational skill development to produce the best outcomes for our students.

At the secondary level in grades 5-12, we are committed to promoting student growth and critical thinking through building comprehension, writing, and vocabulary skills across the grade levels. Last summer we created, and this school year implemented, vertically aligned curriculum guides for grades 5-12 which focus on priority standards and skills. Also, at the start of this year, we incorporated more diverse voices into our

curriculum to encourage students to, “actively seek to understand other perspectives and cultures through reading and listening in order to evaluate other points of view critically and constructively”(MA ELA Curriculum Frameworks Guiding Principle 5). The incorporation of diverse voices, texts, and learning tools is something which we are committed to continuing in the coming school years. Additionally, our 5-12 English Department works hard to continue to promote high academic expectations for all students while supporting the needs of individual learners through the practice of differentiation and Universal Design for Learning principles.

Keeping our belief about the importance of diverse curriculum resources, differentiation, and the promotion of critical thinking skills in mind, we have been working to develop department-wide writing rubrics as well as begun using CommonLit as a tool for reading comprehension instruction and assessment. We are excited to continue evolving both our materials and practices to best meet the needs of the diverse learners in front of us each year.

### **Health and Social Emotional Learning**

The Michigan Model Curriculum has expanded across most grade levels in K-8 at this point. The health and social-emotional learning curriculum focuses on important topics and skills that our students need to support their social-emotional health. Skills and topics build from year to year allowing for deeper understanding.

### **Art and Music**

The Department of Elementary and Secondary Education released new Arts Standards to be implemented across all school districts. Our Director of Visual and Performing Arts and teacher leaders led the work of unpacking these new standards throughout the 2019-2020 school year. During the 2020-21 school year, all art and music teachers have completely adapted and revised their curriculum to meet the different learning environments and the needs of students during this unprecedented time.

## REPORT OF WAKEFIELD PUBLIC SCHOOLS, GUIDANCE DEPARTMENT

The Wakefield Memorial High School (WMHS) guidance department assisted 255 students in graduating in June of 2020. They reached their post-secondary goal in various forms: 78 percent went on to four-year colleges, 13 percent to two-year colleges, 5 percent joined the workforce, and 4 percent went to trade school, prep school, or joined our armed forces. One hundred seventy-four members of the senior class took 329 advanced placement exams in 24 subject areas. Seventy-four 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 2019-2020 was 0.4 percent. 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 eighth to ninth grade for all students. Although we were not able to conduct in-person tours for eighth graders this year, a group of WMHS students created a virtual tour that will be shared with eighth graders this spring. The in-person tours will resume in the 2021-2022 academic year. In February, WMHS hosted a virtual eighth-grade parent information night. The presentation included department leaders describing what each department offers, guidance and schedule-related information, as well as advice provided by current WMHS students.

In order to address the increasing need for supporting students' mental health and their social/emotional wellbeing, the WMHS Guidance Department added the position of Adjustment Counselor for the 2019- 2020 school year. The purpose of the adjustment counselor position is to provide one-on-one counseling targeting a specific social/emotional goal.

Students are referred to the adjustment counselor through our intervention process. The goal is to provide six to eight weeks of counseling, but this time frame can be extended if recommended by the adjustment counselor. In addition to one-on-one counseling, the adjustment counselor holds group sessions targeting specific mental health and social/emotional needs. As we near the end of the second year having this position, it is clear that this counselor has had a significant impact on our students' mental health. This was a particularly difficult year and the adjustment counselor held virtual appointments on a daily basis to help students navigate the challenges they were facing. Feedback from both students and staff regarding this additional level of support has been overwhelmingly positive.

The Guidance Office also acts as the Registrar's Office of the school and by March 1, 2021, nine new students entered Wakefield Memorial High School. The decrease in volume is likely due to the pandemic and we expect 'traditional' numbers moving forward. The guidance staff plays an instrumental role in acclimating a large population of new students into the wonderful culture of Wakefield High.

Technology continues to be a large part of the Guidance Office. This year, all counselors created Google Classrooms for each grade level of their caseload. Surveys given to students indicated that this was the most effective way to communicate information between counselor and student. The Google Classrooms contain critical information on students' academic, college and career, and social/emotional health. Given the challenges due to the pandemic, counselors relied heavily on technology in order to communicate with their students. Both group and individual appointments were conducted via Zoom throughout the year.

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 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 the Career Interest Profiler module.

We are using both of 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.

In the spring of 2020, guidance counselors began utilizing the Remind.com program to improve communication with students. The program allows counselors to send text messages to students' phones regarding important timely information.

Students in the class of 2020 submitted, on average, five college applications each resulting in the guidance office processing 1,439 initial transcript requests. Our students have applied to 220 different colleges and yielded 546 reported acceptances. Students in the class of 2020 attend 76 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. All student progress reports and report cards are posted in Iparent accounts and no longer printed. This module also allows for parents to update biographical information, thus supporting the district in having access to real-time communication/emergency data.

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.

During the spring of 2021, WMHS will be administering the bi-annual Youth Risk Behavior Survey. The Youth Risk Behavior Surveillance System monitors six categories of health-related behaviors that contribute to the leading causes of death and disability among youth and adults, including:

- Behaviors that contribute to unintentional injuries and violence
- Sexual behaviors related to unintended pregnancy and sexually transmitted diseases, including HIV infection
- Alcohol and other drug use
- Tobacco use
- Unhealthy dietary behaviors
- Inadequate physical activity

Results will be provided in the summer of 2021.

**2021 Graduates**

Alden, Joseph	Buccelli, Ariana
Almeida, Monica	Bucci, Dante
Amyouny, James	Burke, Madison
Anastasiades, Antonio	Butler, Jacob
Andrews, Taaj	Cabral, Emma
Barrett, Isabella	Cabrera, Jonathan
Bayers, Quinn	Cadigan-McCarron, Keiko
Beaver, Simone	Callaghan, Shannon
Benedetto, Melanie	Callahan, Jack
Benoit, John	Callanan, Kayleigh
Bernabeo, Joseph	Camponescki, Hayley
Bishop, Emily	Caples, Jay
Blanco, Luis	Carino, Julia
Bouhlal, Nadia	Carlson, Paige
Brennan, Mason	Carney, Kejaun
Brennan, Noah	Carroll, Retta
Bridge, Margot	Casa, Jillian
Bruce, Sofia	Castellano, Julia
Bry, Liam	Cataldo, Olivia

Chan, Connor  
Chaput, Thomas  
Cheever, Theodore  
Cierpial, James  
Clark, Kevin  
Coleman, Cameron  
Collins, Joshua  
Collins, Patrick  
Comeau, Alexis  
Connors, Tynan  
Cook, Rachel  
Cooley, Madison  
Coombs, Christopher  
Cosgrove, Liam  
Cosme, Jaylen  
Coughlin, Abigail  
Crespo, Victoria  
Crump, James  
Curry, Claire  
D'Alleva, Giana  
Da Silva Baessa, Enaile  
Danzig, Rachel  
Davies, Cailyn  
Dean, Jonathon  
DeAngelis, Alexa  
DeFeo, Lillyan  
DeVito, Anthony  
DiGiambattista, Sean  
Dixon, Hana  
Doto, Alexandra  
Dube, Paige  
Dube, Rowan  
Ell, Sophie  
Elwell, Scott  
Emerson, Colby  
Fairweather, Daniel  
Farrow, Cameron  
Federici, Abigail  
Feldman, Robert  
Fetherston, Olivia  
Filtrante, Abigail  
Fiore, Zachary  
Flannigan, Kyleigh  
Flores, Emily  
Forziati, Annabella  
Fossett, Robert  
Frate, Natalia  
Gagliardi, Paul  
Gebhard, Vanessa

Goc, Joshua  
Gosselin-Smoske, Eli  
Gosselin-Smoske, Sophia  
Gould-Faulkner, Carolyn  
Greif, Noah  
Hagen, Charles  
Harter, Russell  
Hartman, Ian  
Hatfield, Craig  
Hatfield, Jack  
Heffernan, Erin  
Hernandez Mendoza, Diego  
Herson, Tyler  
Hickey, Michael  
Hoffman, Kyra  
Holowenczak, Basia  
Hourihan, Kelly  
Hubbard, Jacob  
Huckins, Kiley  
Janielis, Pamela  
Jellison, Tanner  
Johnson, Brock  
Jones, Lillian  
Joseph, Christina  
Judge, John  
Kelley, Katelyn  
Kerrigan, Kathryn  
Koutroubis, Effie  
Lambiaso, Emma  
LaMonica, Daniel  
Larrow, Megan  
Laurina, Jennifer  
Leal, Aurora  
Leary, Colin  
Leary, Simon  
Lemieux, Daniel  
Lemoi, Juliana  
Lepke, Matthew  
Leuci, Sophia  
Liu, Hannah  
Lucey, Olivia  
Luongo, Nicole  
Lupien, Andrew  
Lynch, Sean  
MacNevin, Aidan  
Marcus, Ryan  
Margerison, Sarah  
Markham, Nora  
Martin, Ashley

Matos, Kyle  
McCall, Melydia  
McDevitt, Hunter  
McDonough, Steven  
McEleney, Emma  
McLaughlin, Braelyn  
McNall, Rachel  
McNamara, Alicia  
Meagher, Sean  
Melanson, Hope  
Melanson, Madelyn  
Melanson, Sarah  
Mendoza, Tania  
Miller, Christopher  
Milliken, Rachael  
Minasian, Adriana  
Mondello, Abigail  
Montoya Santizo, Samanda  
Mozell, Molly  
Murdocca, Abigail  
Murphy, Zachary  
Murray, Kristen  
Murray, Marissa  
Mylan, Winifred  
Nardone, Donnella  
Nolan, Saoirse  
Nordeen, Elisabeth  
O'Flaherty, Coleman  
O'Neill, Shane  
O'Rourke, Meghan  
Obear, Ryan  
Ogier, Marisa  
Ouellette, Ellianna  
Owen, Heather  
Owen, Taylor  
Palmer, Jack  
Patel, Camillo  
Patel, Mitra  
Patel, Ruchi  
Pearl, Katheryn  
Pellegrino, Anthony  
Pescatore, Ryan  
Petersen, Nicholas  
Petrino, Robert  
Phillips, Taylor  
Pierre, Wesley  
Pinho, William  
Ponze, Alandra  
Poole, Jamie

Porter, Riley  
Pudvah, Emily  
Pugsley, Jordyn  
Punj, Sunny  
Raimo, Jacob  
Rammah, Elias  
Ramos, Sophia  
Reilly, Brian  
Reska, Christian  
Reynolds, Shae  
Rich, Elise  
Rizos, Amalia  
Roberto, Matthew  
Roberts, Luke  
Robinson, Steven  
Roos, Nicole  
Root, David  
Ross, Alexander  
Rossicone, Sophia  
Rossino, Michael  
Russell, Andrew  
Ryan, Cyrus  
Sanchez, Freddy  
Sanchez, Jennifer  
Santos, Alex  
Scanlon, Nora  
Schermerhorn, Ian  
Schroder, Cooper  
Sellers, Sydney  
Shively, Marika  
Sinnott, Daniella  
Smith, Lily  
Smith, Lucas  
Sorrentino, Gino  
Souza, Cameron  
Souza, Kaylee  
Sowyrda, Jake  
Spillane, Dalton  
Stack, Robert  
Stewart, Carestin  
Strauss, Kira  
Summers, John  
Sweeney, Cameron  
Sweeney, Kaitlin  
Swindell, Marissa  
Swindell, Tianna  
Sybicki, Emily  
Sylvia, Kathleen  
Tamborini, Owen

Teixeira, Jovanni  
Tobey, Julia  
Tobey, Matthew  
Tonias, Josephine  
Toolan, Alexis  
Tran, Kenny  
Tremblay, Sophia  
Trepas, Drake  
Turner, Christian  
Valenti, Samuel  
Vinciguerra, Anthony  
Volkman, Matthew  
Vozella, Anthony  
Wallace, Brooke  
Walters, Richard  
Wastaferro, Christa  
Whipkey, Coryn  
White, Joshua  
Wieneke, Kathryn  
Wight, Delanie  
Williams, Sarah  
Zall, Hannah  
Zupan, Trevor

## **REPORT OF THE LUCIUS BEEBE MEMORIAL LIBRARY BOARD OF TRUSTEES**

In 2020, the Lucius Beebe Memorial Library faced unprecedented challenges as the staff worked tirelessly to deliver services to patrons and execute its mission during a global pandemic. COVID-19 changed how the library served its patrons, but the dedicated library staff found ways to remain a reliable source of information and knowledge while helping to connect Wakefield residents to the library and each other. The library partnered with the Town to balance public safety and the well-being of its staff with providing access to books, videos, audiobooks, services, clubs, and events.

Against this backdrop, the library staff was able to host guest speakers and events virtually, as the whole world learned to operate remotely. In particular, the library worked to kick off and host the Commit to Your Community program, a series of talks and events dedicated to connecting patrons with resources to build stronger communities, a series that continues into 2021. It goes without saying that all of this is thanks to the hard-working people involved with the library: the dedicated staff and volunteers, the committed Friends organization, and the essential support of town leadership and residents. With everyone working together to provide typically excellent service in a year that has been anything but typical, the library remains focused on providing a safe environment for connecting patrons with services, while expanding education and knowledge for all of Wakefield.

The library's digital offerings have been more vital than ever, delivering more options for patrons than ever before. Wakefield continues to enjoy access to e-books and audiobooks remotely, from libraries and consortia from across Massachusetts, allowing the library to reach its patrons even while the facility is closed. Checkouts of electronic media reached an all time high in 2020, with the Hoopla and Kanopy services expanding their reach, offering e-books and magazines, music, movies, and television. The library has also connected patrons to speakers, group discussions, clubs, and read-alongs over Zoom, maintaining a sense of community even while we cannot meet in person.

The library has gradually expanded in-person services, in conjunction with guidance from Town officials and the Board of Health. The staff successfully set up safe and effective circulation of physical books via the Avon Street entrance, and later expanded to print services for patrons. More recently, the library has added notary services by appointment. And staff has never stopped fielding calls and requests from patrons, connecting them with reading suggestions, answers to questions, and references to other services.

The library remains committed to programming for children and young adults, and the challenges of 2020 did not stop the Beebe staff from delivering. The library hosted its second annual BeebeCon, a local version of the pop culture conventions that have exploded in popularity in recent years. While the first BeebeCon was in person, this year the event was held

via Zoom, Instagram, and other social media. Just like the adult events, children and young adults have continued to connect remotely to library events, meeting with their peers for games, clubs, and guest speakers.

On top of all this, the library maintained their usual variety of long-running, highly successful programs. The always-popular lapsit and toddler storytimes for the youngest patrons continued to draw crowds and allow families with young children to connect. The adult reading clubs, French lessons, and current events discussion for adults brought people together virtually over common interests. The library hosted virtual talks by local authors and a series of talks on international travel. News and Views invited patrons to discuss the news of the day, and TECHsploration engages people on rapidly changing technology. And the library continues to work with the Town and the Board of Health to monitor conditions for opportunities to expand in-person services.

While the annual Blossoms at Beebe and Friends Book Sale events were cancelled in 2020, their hard work from previous years continues to support the library. Donations from previous events paid for News & Views, youth and adult programs, capital improvements, and museum passes.

Finally, the Board would like to thank Nancy Sheehan, who retired this year, and Staci Kozachuk, who left the library for other opportunities, for their dedication and years of service to the library. We thank the Town of Wakefield for its continued support, and wish everyone a safe and healthy year.

Respectfully submitted,  
Jeffrey Quinn, Secretary  
Kevin P. Scanlon, Chair  
Chris Barrett  
Laura Cutone Godwin  
Tim Healy  
Aimee Lominac  
Adam Rodgers  
Cindy Schatz  
Susan Wetmore

## REPORT OF THE LIBRARY DIRECTOR

On March 13, 2020, Beebe Library closed in response to the COVID-19 pandemic. In the face of many unknowns, librarians sought to fulfill the library's mission by safely providing materials, programs, and support. With flexibility, ingenuity, and perseverance, librarians redesigned procedures, roles, hours of operation, and methods of communication. Effective operations continued by means of remote and on-site staff and a building closed to the public.

Circulation staff expanded throughout the building, setting up stations from which to process and circulate books and media. Because modes of viral transmission were not well understood, the library community was particularly cautious of circulating contaminated materials. This is not a new concern. The 1922 Town Report notes that 34 books were "burned due to contagion." The 2020 solution was a period of quarantine.

Reference and Youth Services Librarians set about developing remote methods to update the collection, answer patrons' questions, and provide all regularly scheduled programs and services to help make this unusual time feel more normal.

With the exception of Plaza Jazz, every program scheduled, including the year-long, grant-funded project Commit to Your Community, was executed in 2020. Story times, craft, science, and music programs, book discussion groups, lectures, author talks, summer reading and holiday celebrations, school visits, trivia, News & Views, and French Club were held remotely. Some events attracted more attendees than the library lecture hall accommodates. Census support was provided on the plaza. Services like circulation, printing, and notary were held at the Avon Street entrance as Side Door Service. Hot spots, Chromebooks, and ukuleles were added to the circulating collection. Use of the website and catalog were encouraged for book browsing. Communication increased via social media, videos, e-newsletters, email, chat, and a dedicated phone line direct to reference librarians. Zoom became a library meeting space.

In the end, we remained constant to the library's mission: To engage our community in lifelong learning that builds knowledge and promotes understanding.

By January 2021 Wakefield had clear hope for the end of the pandemic with the creation of successful vaccines. While we look forward to full use of the Main Street building again, we know there are solutions from 2020 that will remain in use – a silver lining to this challenging year.

### Personnel Changes

- Nancy Sheehan, Head of Youth Services, retired after 20 years of service
- Casey Chweiko, Young Adult Librarian, promoted to Head of Youth Services.

- Annie Hochheiser, hired, part time children's librarian; promoted to full time.
- Holly Turner, part time children's librarian, rehired.
- Staci Kozachuk, Circulation Assistant, resigned after 21 years of service.
- Cindy Rodrigue, Page, resigned; Julianna Spaulding hired.

### Building Improvements

The materials management system was updated to RFID. This improves speed and accuracy of locating and circulating items and includes the installation of modern, minimalist door gates and a self-checkout station. Paperback alcoves and the Youth Program Room were carpeted.

Core Collection Holdings	
Physical Print & Other Media	107,202
Digital Downloads & Streaming	110,994
Total Holdings	218,196
Circulation	
Physical Print & Other Media	114,023
Digital Downloads & Streaming	54,687
Total Annual Circulation	168,710
Interlibrary Loans to Wakefield	19,138
Interlibrary Loans from Wakefield	19,578
New Cardholders	281
Total Cardholders	13,857
Reference Transactions	7,668
Programs	
Adult Programs	185
Adult Program Participants	2,418
Youth Programs	100
Youth Program Participants (Facebook not incl.)	1,062
Patron Traffic	N/A
Annual Traffic	N/A
Daily Average	N/A
Digital Communications Subscriptions	
Email Newsletter	4,603
Social Media	5,565

Respectfully submitted,  
Catherine Ellis McDonald  
Library Director

# **REPORT OF THE NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

100 Hemlock Road, Wakefield, Massachusetts 01880-3597

## **School Administration**

Superintendent-Director, David Dibarri

Principal-Deputy Director, Carla Scuzzarella

## **District School Committee**

Deborah P. Davis, Woburn, Chair

Judith M. Dymont, North Reading, Vice Chair

Peter A. Rossetti, Jr., Saugus, Secretary

Larry Means, Stoneham, Treasurer

Vincent J. Carisella, Wakefield, Associate Treasurer

Michael T. Wall, Chelsea, Committee Member

Robert S. McCarthy, Reading, Committee Member

Jeanne M. Feeley, Malden, Committee Member

Ronald Jannino, Revere, Committee Member

Henry S. Hooton, Melrose, Committee Member

Grant Leung, Winchester, Committee Member

Dawne H. Armitstead, Winthrop, Committee Member

## **Outstanding Student Award**

Alexis Gallotto from Saugus, a student in the Health Assisting 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, 42 seniors were inducted. There are a total of 42 Technical Honor Society members for the 2019-2020 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, 27 juniors and 10 sophomores were inducted for the 2019-2020 school year, bringing the total membership to 37.

## **Scholarship Committee**

The Northeast Awards and Scholarship Committee and PAC board presented awards and scholarships to 82 deserving students at the annual Senior Recognition Night. A total of \$40,425.00 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 19-20**

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.
- In an effort to meet standards and indicators of Effective Teaching Practice Curriculum, Planning, and Assessment Standard will provide: increasing quality for remote, hybrid, and/or in-person student engagement; and instructional planning and practices while using innovative current technologically based learning techniques and experiences with a variety of online platforms.
- Enhance our educator Mentoring and Induction Program by utilizing peer observation as a professional development tool.

The activities that met these goals during the 2019-2020 school year included:

#### **First Day Back Professional Development Day (August 26, 2019)**

- Educator's role in increasing student engagement.
- Educator's responsibilities in improving vertical and horizontal alignment of curriculum school-wide initiative of increasing positive culture in the building.
- Invited speaker on positivity.

#### **Second Day Back Professional Development Day (August 27, 2019)**

- Five in/Five out curriculum alignment workshop Mini Exploratory program for Academic Teachers One School/One Book activities and book discussion.

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

- Development of effective SMART goals.
- Teaching training included creating a classroom culture, well-structured lessons, meeting diverse student needs, adjustment of practice, sharing conclusions with students, two-way communications, student motivation, and self-assessment.
- Understanding Standard 3 and Standard 4.

## Bi-Monthly Meetings beginning November 2019

- Teachers will have the opportunity to perform seven instructional rounds during the school year (roughly every other month) and ask non-judgmental questions of what they saw (I See and I Wonder) in order to help establish the focus for the professional development in school year 2020-21.
- Instructional rounds: looking for student's engagement.
- Teacher's role in "So you have Chromebooks in the classroom. Now what?"
- Monthly Academic Department Meetings looking at "How does current curriculum align?"
- New-educator and second- and third-year educator monthly meetings focusing on Standard 1 and Standard 2 rubrics interpreting ACCESS for ELs score reports for instructional workshops.

## Professional Development Day (January 3, 2020)

- 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 (February 3, 2020)  
Continuation of Mini Exploratory Program for Academic Teachers  
Continuation of use of Chromebooks within the classroom

## Introduction to Google Classroom (April 6, 7, 8, 2020)

- How educators need to utilize google classroom as our primary platform for class management.

## Introduction to Zoom Training (May 11, 12 13, 2020)

- How educators need to utilize the Zoom platform classroom meetings.

## **2020 Summer Transition Program:**

The Summer Transition and Enrichment Program at Northeast Metropolitan Regional Vocational School is a three-week program that ran from July 13 to 23 and August 3 to 6. The program was an introduction to Career-Technical Education for our incoming freshmen who are part of our graduation class of 2024. The program was done remotely to comply with state guidelines due to COVID-19.

We had 210 students partake in the program, and the students experienced the following shops: culinary arts, baking, design and visual communications, cosmetology, drafting and design, electrical, automotive technology, and STEM. The students had a chance to try every exploratory program offered. This program is funded by federal Title 1 and Carl D. Perkins Grants. These services, as well as the program itself, are run at no cost for the students or parents/guardians.

## **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 are qualified to handle a wide range of student issues. Two School Adjustment Counselors are bilingual (Spanish-speaking).

The Career Counselor provides 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.

Support counseling groups are established each year based on student needs. Counseling groups for social skills development, anxiety management, non-traditional support, and English Language Learner support groups have been offered in the past.

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 Counselors 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.

The Bilingual School Adjustment Counselors provides native language support (Spanish) as needed to limited-English proficient students and families across all grades. They provides specific support to the English Language Education program at Northeast, but support 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, the counselor coordinates with all departments to assist. Referrals are made to a Spanish-speaking psychologist for testing for Special Education evaluation. Coordinator for translation in other home languages is done on an as-needed basis.

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 upperclass 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 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 Intervention and Prevention Coordinator at Northeast works collaboratively with the administration, guidance, and teaching staff to ascertain high-risk needs areas for students and coordinate comprehensive intervention and prevention services utilizing internal and external resources. The IPC collaborated with outside public health agencies and utilized best practices in prevention services. The IPC served as a liaison for Northeast Metro Tech on public-health community teams to bring resources to our school. The IPC focused on the following areas during the school year: substance abuse, vaping, diversity, bullying prevention, conflict resolution, and mental health.

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 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 by the student services staff, developing a core of approximately 90 peer leaders from eleventh and twelfth grades.

The After School Help Program provides educational assistance 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 p.m. 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, and others.

On a larger scale, the student service emphasis is on communication with students and with parents. Mid-term progress reports are sent to parents each trimester and report cards are sent home three 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 in January, offering free support with financial aid specialists. A college planning night was held in April for sophomore and junior 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 life challenges.

### **Grants Received In FY 2020:**

#### **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.
- 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 nine summer orientation program is one of the primary programs funded by 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.
- Massachusetts Capital Skills Grant: This competitive grant brought in \$250,000 to the district. These funds were used to purchase equipment and supplies for the Metal Fabrication Program. Twenty-five new state-of-the-art welding stations were purchased.
- Perkins Planning Grant: The district received \$20,000.00 to study the process of having the district collaborate with outside agencies. The Department Heads of culinary arts, metal fabrication, design and visual and plumbing formed connections with community partners within the Greater Boston Area.

### **Community Education Program**

The Community Education Program is a broad base collaborative community initiative assisting learners of all kinds in completing their educations and achieving 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 and new state-of-the-art website construction, as well as the introduction of new programs in the medical field. Offerings also include new culinary classes, continuing education in all construction related courses, computer and CAD classes, photography, and many other enrichment courses.

### **2019 Graduates**

The 2019-20 school year represents the fiftieth class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 289 students.

Breakdown of graduates' status after graduation is as follows:

Attending 4-year college	95
Attending 2-year college	52
Apprentice school	8
Employed	93
Entering Military Service	6
Other	35

### **Special Needs Enrollment**

Special needs enrollment for the 2019-20 school year continued to represent approximately one-quarter share of the total school enrollment. The 326 special needs students represent 25 percent of the school population. Additionally, 123 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 9, 2020, the following members were elected as Officers of the Northeast District School Committee:

- Chair: Deborah P. Davis, Woburn
- Vice Chair: , Judith M. Dymont, North Reading
- Secretary: Peter A. Rossetti, Jr., Saugus
- Treasurer: Larry Means, Stoneham
- Associate Treasurer: Vincent J. Carisella, Wakefield

### **Conclusion**

As Northeast celebrates its fiftieth 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-to-12 dropout-rate reports, which indicate Northeast is significantly lower, at 0.2 percent, versus the state rate of 2.0 percent. Recent graduate follow-up data indicates that 97 percent of students from the Class of 2019 were positively placed in relevant post-secondary areas (Source: MA DESE CVTE Grad Follow-up Survey INTERIM Results, Nov 2019).

In fact, Northeast currently employs 31 alumni at the school, including the Superintendent-Director. Alumnae 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 2019 achieved a 100 percent pass rate on the ELA MCAS assessments, a 96 percent pass rate on the math assessments, and a 100 percent pass rate on the science 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 encounters with the latest equipment and technology in both the career-technical and academic programs.

Once again, I am proud to have served 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, Associate Treasurer  
Northeast School Committee  
Wakefield Representative

Enrollment History												
City/Town/District	S.Y. 08-09	S.Y. 09-10	S.Y. 10-11	S.Y. 11-12	S.Y. 12-13	S.Y. 13-14	S.Y. 14-15	S.Y. 15-16	S.Y. 16-17	S.Y. 17-18	S.Y. 18-19	S.Y. 19-20
Chelsea	198	206	190	195	199	204	199	208	218	239	272	247
Malden	234	222	216	215	198	194	189	170	165	150	137	135
Melrose	64	48	45	62	61	67	74	62	60	42	41	47
North Reading	38	37	37	36	35	32	27	34	37	33	31	33
Reading	26	26	28	23	16	19	17	17	16	20	20	25
Revere	238	244	238	234	225	223	224	216	234	250	255	254
Saugus	138	161	174	191	204	200	190	199	187	215	192	182
Stoneham	44	46	52	54	59	69	73	71	62	59	62	76
Wakefield	61	84	91	98	79	70	68	64	63	68	75	81
Winchester	9	7	11	13	15	14	11	9	13	8	7	6
Winthrop	44	55	65	58	60	65	62	68	60	47	44	47
Woburn	97	70	59	55	65	83	98	115	114	105	105	112
Totals:	1191	1206	1206	1234	1216	1240	1232	1235	1229	1236	1241	1245
Non District	53	39	42	31	35	28	29	32	30	10	8	11
Grand Total:	1244	1245	1248	1265	1251	1268	1261	1267	1259	1246	1249	1256
Special Needs Enrollment	342	333	323	330	331	326	313	317	314	278	286	326
% Special Needs Enrollment	27%	27%	26%	26%	26%	26%	26%	27%	23%	23%	21%	25%

**REPORT OF THE 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-fourth Annual Report of the Municipal Gas and Light Department covers the fiscal period July 1, 2019 to June 30, 2020.

The total electric sales of the Department totaled 163,836,982 kWh compared to 174,492,866 kWh the prior year. This approximate 6.21 percent decrease was primarily attributable to seasonal weather differences and the COVID-19 pandemic contributing to load decreases in the commercial sector. The peak month for electric usage was July with 19,276,893 kWh of energy consumed. The highest single-day usage was July 3, 2019, with 792,761 kWh sold. The winter peak month was December with 15,645,057 kWh consumed. The highest winter single-day usage occurred on December 20, 2019, with a consumption of 563,258 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. Two older transformers at the McGrail Station were retired and replaced with new switchgear and padmounted transformers at the station. The Department efficiently and effectively responded to the numerous storms with minimal impact on the infrastructure, including a microburst in August which took down over 250 trees in Wakefield. Vegetation management remains a priority to continue to improve system reliability.

Total gas sales of the Department were 599,516 MCF compared to 600,121 MCF in the prior year. This very small decrease from the prior year is attributable to a warmer winter and COVID-19. February was the peak month for gas usage with 102,097 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 on Forrester Street, Bartley Street, Nelly Street, New Salem Street, Madison Street, Pitman Street, and Broadway. The regulator station on New Salem Street was relocated and replaced.

The Department has continued to improve its website and continues to improve its customer service options.

The Department’s energy conservation program, which combines energy audits with rebates for the installation of weatherization material and the purchase of energy efficient appliances, continues to be popular. Two hundred and forty-nine customers received \$11,150 in rebates and \$136,003 in conservation incentives, including incentives for the Department’s new solar rebate program. This program helps our customers reduce their gas and electricity use.

Respectfully submitted,

Wakefield Municipal Gas And Light Department Board of Commissioners  
Phillip Courcy, Chair  
Thomas Boettcher, Secretary  
Kenneth J. Chase Jr.  
Jennifer Kallay  
John Warchol

Peter Dion, General Manager

Consolidated Statement Of Net Position June 30, 2020	
Assets	2020
Current	
Unrestricted cash and short-term investments	\$ 2,861,262
Receivables, net of allowance for uncollectable	\$ 3,999,405
Prepaid expenses	\$ 3,724,914
Inventory	\$ 985,367
Substation land license fee	\$ 40,800
Due from MMWEC	\$ 1,590,405
Total current assets	\$ 13,202,153
Noncurrent	
Restricted cash and investments	\$ 1,998,156
Substation land license fee	\$ 571,200
Capital Assets:	
Land and construction in progress	\$ 802,628
Other capital assets, net of accumulated depreciation	\$ 50,020,600
Total noncurrent assets	\$ 53,392,584
<b>Total Assets</b>	<b>\$ 66,594,737</b>
Deferred Outflows Of Resources	
Related To Pensions	\$ 929,000
Related to OPEB	\$ 545,481
Total Deferred Outflows of Resources	\$ 1,474,481

Liabilities	2020
Current	
Accounts payable	\$ 3,713,893
Accrued liabilities	\$ 168,230
Customer deposits	\$ 1,453,360
Current portion of long-term liabilities:	
Loans payable	\$ 1,359,823
Accrued employee compensated absences	\$ 461,057
Total current liabilities	\$ 7,156,363
Noncurrent	
Loans payable, net of current portion	\$ 17,462,896
Net pension liability	\$ 9,140,000
Net OPEB liability	\$ 1,929,849
Accrued employee compensated absences	\$ 273,227
Total noncurrent liabilities	\$ 28,805,972
<b>Total Liabilities</b>	<b>\$ 35,962,335</b>
Deferred Inflows Of Resources	
Related To Pensions	\$ 1,184,000
Related to OPEB	\$ 550,934
Total Deferred Inflows of Resources	\$ 1,734,934
Net Position	
Net investment in capital assets	\$ 32,000,512
Restricted for depreciation fund	\$ 185,497
Unrestricted	\$ (1,814,060)
<b>Total Net Position</b>	<b>\$ 30,371,949</b>

Consolidated Statement Of Revenues, Expenses, and Changes in Net Position for the Year Ended June 30, 2020	
Operating Revenues	
Electric sales	\$ 26,366,739
Gas sales	\$ 9,410,124
<b>Total Operating Revenues</b>	<b>\$ 35,776,863</b>
Operating Expenses	
Cost of purchased electricity	\$ 14,212,898
Cost of purchased natural gas	\$ 4,728,548
Operating	\$ 5,607,676
Maintenance	\$ 2,483,359
Depreciation	\$ 4,806,606
<b>Total Operating Expenses</b>	<b>\$ 31,839,087</b>
Operating Income	\$ 3,937,776
Nonoperating Revenues (Expenses)	
MMWEC refund	\$ 534,348
Interest income	\$ 53,793
Payment in lieu of taxes	\$ (904,512)
Interest expense	\$ (700,805)
Other	\$ (20,796)
<b>Total Nonoperating Revenues (Expenses)</b>	<b>\$ (1,037,972)</b>
Net income before capital contributions	\$ 2,899,804
Capital contributions	\$ 335,783
Change in Net Position	\$ 3,235,587
Net Position at Beginning of Year	\$ 27,136,362
<b>Net Position at End of Year</b>	<b>\$ 30,371,949</b>

See notes to the financial statements

Consolidated Statement Of Cash Flows For The Year Ended June 30, 2020	
Cash Flows From Operating Activities	2020
Receipts from customers and users	\$ 36,651,058
Payments to vendors and employees	\$ (28,705,745)
Net Cash Provided By (Used For) Operating Activities	\$ 7,945,313
Cash Flows From Noncapital Financing Activities	
MMWEC refund	\$ 534,348
Payment in lieu of taxes	\$ (904,512)
Substation land license fee	\$ 40,800
Other	\$ 296,579
Net Cash Provided By (Used For) Noncapital Financing Activities	\$ (32,785)
Cash Flows From Capital and Related Financing Activities	
Acquisition and construction of capital assets	\$ (3,329,601)
Principal payments on loans	\$ (2,027,444)
Principal payments on notes	\$ (1,068,983)
Contributions in aid of construction	\$ 335,783
Loss on disposal of capital assets	\$ (317,376)
Other	\$ (700,806)
Net Cash (Used For) Capital and Related Financing Activities	\$ (7,108,427)
Cash Flows From Investing Activities	
Investment income	\$ 53,793
Net Cash Provided By (Used For) Investing Activities	\$ 53,793
Net Change in Cash and Short-Term Investments	\$ 857,894
Total Cash and Short Term Investments, Beginning of Year	\$ 4,001,524
Total Cash and Short Term Investments, End of Year	\$ 4,859,418
Reconciliation of Operating Income to Net Cash	
Operating income	\$ 3,937,776
Adjustments to reconcile operating income to net cash provided by operating activities	
Depreciation expense	\$ 4,806,606
Changes in assets, liabilities, and deferred outflows/inflows	
Accounts receivable	\$ 301,963
Prepaid expenses	\$ 8,495
Inventory	\$ (31,697)
Due from/to subsidiary	\$ 291,193
Deferred outflows - related to pensions	\$ 586,000
Deferred outflows - related to OPEB	\$ (521,347)
Accounts payable	\$ (917,989)
Accrued liabilities	\$ 58,041
Net pension liability	\$ (1,023,000)
Net OPEB liability	\$ (411,465)
Other liabilities	\$ (327,910)
Deferred inflows - related to pensions	\$ 749,000
Deferred inflows - related to OPEB	\$ 439,647
<b>Net Cash Provided By (Used For) Operating Activities</b>	<b>\$ 7,945,313</b>

**VITAL STATISTICS**

**Reports of:**

Town Clerk

Town Treasurer

REPORT OF THE TOWN CLERK

Election Summary Report Open Primary COMMONWEALTH OF MASSACHUSETTS February 04, 2020 Summary for: All Contests, All Precincts, All Tabulators, All Counting Groups		
Precincts Reported: 3 of 3 (100.00%) Registered Voters: 780 of 8,193 (9.52%) Ballots Cast: 780		
REPRESENTATIVE IN GENERAL COURT (Vote for 1) Precincts Reported: 3 of 3 (100.00%)		
	Total	
Times Cast	719 / 8,193	8.78%
Blanks	5	
Candidate	Total	
MATHEW HELMAN	49	
KATE LIPPER-GARABEDIAN	159	
ANN MCGONIGLE SANTOS	506	
Total Votes	714	
	Total	
Unresolved Write-In	3	

**Election Summary Report**  
**Presidential Primary and Special State Election**  
**March 03, 2020**  
**Summary for: All Contests, All Precincts,**  
**All Tabulators, All Counting Groups**

Precincts Reported: 7 of 7 (100.00%)  
Registered Voters: 10,531 of 19,107 (55.12%)  
Ballots Cast: 10,531

**PRESIDENTIAL PREFERENCE (DEM) (Vote for 1) DEM**  
Precincts Reported: 7 of 7 (100.00%)

	Total	
Times Cast	6,515 / 19,107	34.10%
Undervotes	16	
Overvotes	5	
<b>Candidate</b>	<b>Total</b>	
DEVAL PATRICK	13	
AMY KLOBUCHAR	112	
ELIZABETH WARREN	1,363	
MICHAEL BENNET	2	
MICHAEL R. BLOOMBERG	932	
TULSI GABBARD	56	
CORY BOOKER	0	
JULIÁN CASTRO	0	
TOM STEYER	33	
BERNIE SANDERS	1,400	
JOSEPH R. BIDEN	2,286	
JOHN K. DELANEY	0	
ANDREW YANG	12	
PETE BUTTIGIEG	260	
MARIANNE WILLIAMSON	1	
NO PREFERENCE	24	
Total Votes	6,494	
	Total	
Unresolved Write-In	6	

PRESIDENTIAL PREFERENCE (REP) (Vote for 1) REP Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	1,412 / 19,107	7.39%
Undervotes	13	
Overvotes	2	
<b>Candidate</b>	<b>Total</b>	
WILLIAM F. WELD	113	
JOE WALSH	12	
DONALD J. TRUMP	1,254	
ROQUE "ROCKY" DE LA FUENTE	2	
NO PREFERENCE	16	
Total Votes	1,397	
	Total	
Unresolved Write-In	7	
STATE COMMITTEE MAN (DEM) (Vote for 1) DEM Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	6,515 / 19,107	34.10%
Undervotes	1,972	
Overvotes	2	
<b>Candidate</b>	<b>Total</b>	
BEN TAFOYA	2,965	
PETER MARK FRANCIS	1,576	
Total Votes	4,541	
	Total	
Unresolved Write-In	27	
STATE COMMITTEE MAN (REP) (Vote for 1) REP Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	1,412 / 19,107	7.39%
Undervotes	423	
Overvotes	1	
<b>Candidate</b>	<b>Total</b>	
ROBERT E. AUFIERO	988	
Total Votes	988	
	Total	
Unresolved Write-In	7	

STATE COMMITTEE WOMAN (DEM) (Vote for 1) DEM Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	6,515 / 19,107	34.10%
Undervotes	1,984	
Overvotes	1	
Candidate	Total	
KATHLEEN MANNING HALL	4,530	
Total Votes	4,530	
	Total	
Unresolved Write-In	27	
STATE COMMITTEE WOMAN (REP) (Vote for 1) REP Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	1,412 / 19,107	7.39%
Undervotes	375	
Overvotes	1	
Candidate	Total	
CAROLINE COLARUSSO	1,036	
Total Votes	1,036	
	Total	
Unresolved Write-In	9	
REPRESENTATIVE IN GENERAL COURT (Vote for 1) SPC Precincts Reported: 3 of 3 (100.00%)		
	Total	
Times Cast	2,589 / 8,310	31.16%
Undervotes	27	
Overvotes	0	
Candidate	Total	
KATE LIPPER-GARABEDIAN	1,948	
BRANDON REID	614	
Total Votes	2,562	
	Total	
Unresolved Write-In	3	

## **Annual Town Meeting June 20, 2020**

The Annual Town Meeting, held at the Wakefield Memorial High School Field House, 60 Farm Street in said Wakefield on Saturday, the 20th day of June, 2020 at nine o'clock in the morning, was called to order by Moderator William Harbison Carroll at 9:00 a.m. There were 249 registered voters in attendance.

Moderator Carroll accepted the Return of Service from Town Clerk Betsy Sheeran. Town Clerk Sheeran led the Pledge of Allegiance. Moderator Carroll recognized Town Administrator Stephen P. Maio who made the following motion:

That the Town vote to take the following Articles out of order (with the exception of Article 1) as part of a consent agenda: Articles 1, 4, 15, 16, 17, 18, 26, 27 and 28. The effective motions of each individual Article will be stated in the recommendation book with the exception that the motions for Articles 15, 26, 27 and 28 will be indefinite postponement. The motion was seconded. The motion passed 138-1.

Mr. Maio then made the following motion: That the Town vote to approve the following Articles as part of a consent agenda: Articles 1, 4, 15, 17, 18, 26, 27 and 28. The effective motions of each individual article will be as stated in the recommendation book with the exception that the motions for Articles 15, 26, 27 and 28 will be indefinite postponement. The motion was seconded. The motion passed: 138-1.

### **ARTICLE 1**

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

Vote: Motion passed: Consent Agenda Article.

### **ARTICLE 2**

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

Town Council

Motion: Town Administrator Stephen P. Maio motioned that the Town vote to raise an appropriate from tax levy or transfer from available funds, the sums of money as detailed in the recommendations for the fiscal year July 1, 2020 to June 30, 2021, the grand total amounting to \$104,695,276.00. The motions will provide for the breakdown of this amount and the sources thereof in the various classifications as described in the recommendation book.

The Finance Committee motioned to amend Article 1, decreasing by \$95,000. For personal services in the Town Council budget. The proposed amendment was seconded.

Vote: Motion to amend: Failed

Mr. Maio returned to the main motion presented in Article 2. The motion was seconded.

Vote: Motion passed.

### ARTICLE 3

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

Capital Outlay Committee

Motion: Franklin Leone, Chair of the Capital Planning Committee, motioned that the Town vote to raise and appropriate from tax levy, the amount of \$1,010,560. and transfer the amount of \$112,500. from the sewer receipts account to the sewer department capital outlay account and the sum of \$82,000. from the water receipts account to the water department capital outlay account to carry out the purposes of Article 3 as stated in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion: passed.

### ARTICLE 4

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

Municipal Light Commissioners

Vote: Motion passed: Consent Agenda Article.

### ARTICLE 5

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

Town Council

Motion: Permanent Building Committee Chair Joseph Bertrand motioned that the Town appropriate the sum of \$9.6 Million for the remodeling, reconstruction or making extraordinary repairs to, and for constructing additions to, the Public Safety Building on Union Street, including the costs of originally equipping, furnishing, landscaping. Paving and performing other site improvements incidental or directly related to such remodeling, reconstruction, repair, additions and new construction, and including architectural surveying and engineering fees and other costs incidental or related thereto, and to raise this appropriation the Treasurer, with the approval of the Town Council, is authorized to borrow the sum of \$9.6 million under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority , and to issue bonds or notes of the Town therefor. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws. Thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The motion was seconded.

Police Chief Steven A. Skory commented on a Power Point presentation, responded to questions, and made the recommendation for approval of this Article. The Finance Committee recommended favorable action. A two-thirds (2/3) vote is necessary.

Vote: Motion passed: 196 -17.

#### ARTICLE 6

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

Town Council

Motion: Town Administrator Stephen P. Maio motioned that the Town of Wakefield appropriate the sum of \$10 million for the costs of roadway improvements as well as other costs incidental thereto and to meet said appropriation the Treasurer, with the approval of the Town Council, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority, and to issue bonds for a period not to exceed ten years. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The motion was seconded. The Finance Committee recommended favorable action. A two-thirds (2/3) vote is necessary.

Vote: Motion passed unanimously.

## ARTICLE 8

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

Permanent Building Committee

Motion: Permanent Building Committee Chair Joseph Bertrand motioned that the Town appropriate the sum of \$1,675,490.00 under the direction of the Permanent Building Committee for the purpose of roof replacement to the Greenwood School building at 1030 Main Street, Wakefield, MA, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town of Wakefield is eligible for a grant from the Massachusetts School Building Authority ("MSBA"). To meet his appropriation, the Treasurer, with the approval of the Town Council, is authorized to borrow the sum of \$1,675,490.00 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. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 49.94 percent of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA. The motion was seconded. The Finance Committee recommended favorable action. A two-thirds (2/3) vote is necessary.

Vote: Motion passed unanimously.

## ARTICLE 9

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

Town Council

Motion: DPW Director Joseph Conway motioned that the Town appropriate the sum of \$500,000.00 for the completion of repairs to the drainage system on or near New Salem Street including the design, renovation, upgrading and reconstruction of the culvert located there, and to raise this appropriation, the Treasurer, with the approval of the Town Council, is authorized to borrow the sum of \$500,000.00 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. The motion was seconded. The Finance Committee recommended favorable action. A two-thirds (2/3) vote is necessary.

Vote: The motion passed unanimously.

## ARTICLE 10

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

Town Council

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 \$4,664,796.00 to carry out the purpose of this Article. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed.

## ARTICLE 11

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

Town Council

Motion: Town Administrator Stephen P. Maio motioned that the Town vote to implement a collective bargaining agreement between the Town of Wakefield and the Massachusetts Coalition of Police, Wakefield Division for the period of July 1, 2020 to June 30, 2023 and to provide therefor that the Town supplement the police personal services account by the transfer from tax levy the amount of \$94,000.00. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed.

## ARTICLE 12

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

Town Council

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 Police Superior Officer's Association for the period of July 1, 2020 to June 30, 2023 and to provide therefor that the Town supplement the police personal services account by the transfer from tax levy the amount of \$46,000.00. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed.

## ARTICLE 13

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

Town Council

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 Firefighters Union, Local 1478, International Association of Firefighters, AFL-CIO, for the period of July 1, 2020 to June 30, 2023 and to provide therefor that the Town supplement the fire personal services account from tax levy the amount of \$135,000.00. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed.

#### ARTICLE 14

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

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 Municipal Administrative, Supervisory and Professional Employees' Association for the period of July 1, 2020 to June 30, 2023 and to provide therefor that the Town supplement the personal services accounts of various departmental budgets by raising and appropriating from tax levy the amount of \$29, 640.00; by the transfer of \$5642.00 from water receipts to the public works water personal services account; and by the transfer of \$5642.00 from sewer receipts to the public works sewer personal services account to the following personal services accounts:

- |                                   |                              |
|-----------------------------------|------------------------------|
| • Information Technology: \$2,660 | • Sewer: \$5,642             |
| • Council on Aging: \$3,250       | • Building: \$4,748          |
| • Water: \$5,642                  | • Public Works: \$10,100     |
| • Assessors: \$2,225              | • Animal Inspection: \$1,878 |
| • Recreation: \$3,202             | • Library: \$1,577           |

Total Amount: \$40,924.00

The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed.

#### ARTICLE 15

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

Vote: Motion passed: Consent Agenda Article. Indefinite Postponement.

#### ARTICLE 16

To see if the Town will vote to raise and appropriate from tax levy or transfer from available funds a sum of money to indemnify certain Police Officers and/or Firefighters of the Town for medical, surgical and hospitalization expenses as a result of injuries received by the Officers/Firefighters in the performance of their duties, as provided for under Section 100, Chapter 41

of Massachusetts General Laws in such amount and to such extent as may be recommended by the Town Council, or to see what the Town will do about it.

Town Council

Vote: Motion passed: Consent Agenda Article.

#### ARTICLE 17

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

Town Council

Vote: Motion passed: Consent Agenda Article.

#### ARTICLE 18

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

Town Council

Vote: Motion passed: Consent Agenda Article.

#### Article 19

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

Town Council

Motion: DPW Director Joseph Conway motioned that the Town raise and appropriate by borrowing the sum of \$91,000.00 to make specific repairs to Walton Lane, such repairs being required by the public necessity and convenience and that the betterment be assessed to the property owners over a period of twenty (20) years and to meet said appropriation the Treasurer, with the approval of the Town Council is authorized to borrow said sum under and pursuant to Chapter 44, Section 7 of the General Laws, or any other enabling authority. And to issue bonds for a period not to exceed ten (10) years. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount. The motion was seconded. The Finance Committee and the Planning Board recommended favorable action. A two-thirds (2/3) vote is required.

Vote: Motion passed unanimously.

## ARTICLE 20

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

Town Council

Motion: DPW Director Joseph Conway motioned that the Town 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.

Vote: Motion passed.

## ARTICLE 21

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

Town Council

Motion: Police Chief Steven A. Skory 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 passed.

## ARTICLE 22

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on North Avenue shown on the Wakefield Assessors Maps as Parcel 47B on Map 2A, Parcel 2+ on Map 2A, and Parcel 47L on Map 2A as is currently within the Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it. Citizen Petition, initiated by the property owner and ten (10) citizens.

Motion: Brian D. McGrail, Esq. motioned to see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on the west side of North Avenue between 592 and 570 North Avenue, shown on the Wakefield Assessor' Maps as Parcel 47B on Map 2A, Parcel2+ on Map 2A, and Parcel 47L on Map 2A as is currently within the Single Residence District to the General Residence District, as shown on the map on file with the Town Clerk and amending zoning text, paragraph 190-7 Zoning Map, such that the revised zoning map bears a new date. The first sentence of paragraph 190-7 A is replaced with the following: "A. Except as set forth below, the above zoning districts are shown on the map entitled "Wakefield Zoning Map, dated June 20, 2020" or to see what the Town will do about it. The motion was seconded. The Planning Board recommended favorable action. A two-thirds (2/3) vote is necessary. Proposed zoning map is on file at the Town Clerk's office.

Vote: Yes – 63 No - 42. Motion failed.

## ARTICLE 23

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the property on New Salem Street shown on the Wakefield Assessors Maps as Parcel 012 on Map 29 as is currently within the Industrial District or Single Residence District to the General Residence District, as shown on a map on file with the Town Clerk, or to see what the Town will do about it. Citizen Petition – Initiated by ten (10) citizens.

Motion: Brian D. McGrail, Esq., representing the property owner, motioned to see if the Town will vote to amend the Zoning Bylaw, the Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the property known

as 102 New Salem Street shown on the Wakefield Assessor's Maps as parcel 012 On Map 29 as is currently within the Industrial District Single Residence District to the General Residence District, as shown on the map and amending zoning text, Paragraph 190-7 Zoning Map, such that the revised zoning map bears a new date. The first sentence of paragraph 190-7 is replaced with the following: "A. Except as set forth below, the above zoning districts are shown on the map entitled "Wakefield Zoning Map, dated June 20, 2020" or to see what the Town will do about it. The motion was seconded. The Planning Board recommended favorable action. A two-thirds (2/3) vote is necessary. Proposed zoning map is on file at the Town Clerk's office.

Vote: Motion passed 90-12.

#### ARTICLE 24

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

Citizen Petition, initiated by the property owners and ten (10) citizens.

Motion: Brian D. McGrail, Esq., representing several property owners, motioned to see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield by amending the Wakefield Zoning Map dated May 2, 2016 by changing the zoning district designation of so much of the properties on Main Street, Avon Street and Chestnut Street shown on the Wakefield Assessor's Maps as Parcel 87D on Map 12, Parcel 087 on Map 12, Parcel 076 on Map 12, Parcel 62+ on Map 12 and portions of Avon Street and Chestnut Street as is currently within the General Residence District to the Business District as shown on the map and amending zoning text, Paragraph 190-7 Zoning Map, such that the revised zoning map bears a new date. The first sentence of paragraph 190-7A is replaced with the following: "A. Except as set forth below, the above zoning districts are shown on the map entitled "Wakefield Zoning Map, dated June 20, 2020" or to see what the Town will do about it. The motion was seconded. The Planning Board recommended favorable action. A two-thirds (2/3) vote is necessary. Proposed zoning map is on file at the Town Clerk's office.

Vote: Yes - 90 No – 2. Motion passed.

#### ARTICLE 25

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield as follows: Amend §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following at the end thereof as L.: L. The Board of Appeals may allow reductions and/or increases to the requirements

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

Citizen Petition, incorporating revisions pursuant to the Planning Board's recommendation at the Planning Board's Public Hearing on said Article.

Motion: Brian D. McGrail, Esq. motioned to see if the Town will vote to amend the Wakefield Zoning Bylaw, Town of Wakefield, by: Amending paragraph 190-31 General Regulations of the Zoning Bylaw, Town of Wakefield to add the following paragraph at the end thereof as Paragraph 190-31L: "L: Except for height, the Board of Appeals may allow reductions and/or increases to the requirements of Table 2 (Table of Dimensional Regulations) of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit when such uses are allowed in the Business District as listed in paragraph 190-23, Table Use Regulations. Any such reductions and/or increases shall be supported by evidence of lack of suitable land or design considerations of other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town.

Further amend paragraph 190-31 General Regulations of the Zoning Bylaw, Town of Wakefield by adding the following paragraph at the end thereof of paragraph 190-31M: "M: The Board of Appeals may allow reductions and/or alterations to the requirements of paragraph 190-31G of the Zoning Bylaw, Town of Wakefield, for professional and/or business offices and/or financial institutions by special permit when such uses are allowed in the Business District as listed in paragraph 190-23, Table of Use Regulations. Any such reductions and/or alterations shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town" or to see what the Town will do about it. The motion was seconded. The Planning Board recommended favorable action. A two-thirds (2/3) vote is necessary.

Vote: Yes – 46 No - 35. Motion failed.

## ARTICLE 26

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

~~2018 (retail stores occupying a finished space of 2,500 square feet or less: September 1, 2018). Extensions (of up to three months) may be granted by the Town Administrator upon written request. and to amend § 1-7 of the Code of the Town, a general bylaw entitled "Noncriminal disposition," by adding the underlined text below in subsection E thereof: E. Any alleged violation of the Plastic Bag and Drinking Straw Reduction Bylaw, § 154.10 of these Bylaws, shall be made the subject of noncriminal disposition proceedings by the Town Administrator or his or her designee under G.L. c. 40, § 21D. The penalty for such violation shall be a written warning for the first offense, a fine of \$100 for a second offense and a fine of \$200 for the third, and a fine of \$300 for a fourth and any subsequent offense, or to see what the Town will do about it.~~  
Citizen Petition

Motion: Town Administrator Stephen P. Maio motioned for Indefinite Postponement. The motion was seconded

Vote: Motion passed.

## ARTICLE 27

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

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

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

Citizen Petition

Motion: Town Administrator Stephen P. Maio motioned for Indefinite Postponement. Motion was seconded.

Vote: Motion passed.

#### ARTICLE 28

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

Town Council

Motion: Town Administrator Stephen P. Maio motioned for Indefinite Postponement. The motion was seconded.

Vote: Motion passed.

Town Council Chair McGonigle Santos motioned to dissolve the Annual Town Meeting at 2:49 p.m.

Annual Town Election: June 23, 2020	
	Total
Registered Voters	19109
Number Voting	1061
% Voting	5.55%
<b>Town Council</b>	
*Mehreen N. Butt	712
*Edward F. Dombroski, Jr .	829
Write-Ins	21
Blanks	0
Totals	1562
<b>Town Clerk</b>	
* Betsy Sheeran	917
Write-Ins	0
Blanks	144
Totals	1061
<b>Moderator</b>	
* William Harbison Carroll	800
Write-Ins	20
Blanks	241
Totals	1061
<b>School Committee</b>	
* Christopher J. Callanan	758
* Michael Thomas Boudreau	790
Write-Ins	0
Blanks	0
Totals	1548
<b>Municipal Gas &amp; Light</b>	
* John J. Warchol	783
Write-Ins	1
Blanks	277
Totals	1061
<b>Board of Assessors</b>	
*David A. Ledonne	662
Sebastian P. Tine	330
Write-Ins	0
Blanks	69
Totals	1061
<b>Board of Health</b>	
* Candace Linehan	682
Thomas F. Stapleton , III	237
Write-Ins	37
Blanks	105
Totals	1061

Library Trustees	
* Susan M . Wetmore	789
* Laura Cutone Godwin	762
* Adam Rodgers	754
Write-Ins	0
Blanks	0
Totals	2305
Planning Board	
* Matthew Lowry	773
Write-Ins	2
Blanks	286
Totals I 1061	
Housing Authority - 5 yr	
* Valerie A. Pennington	753
Write-Ins	6
Blanks	302
Totals	1061
Housing Authority - 4 yr	
* Jane Good	839
Write -Ins	1
Blanks	221
Totals	1061
Housing Authority - 1 yr	
Susan Cain Arnold	86
Cathy Fleurant	28
Karen DeJoie	24
Blanks	923
Totals	1061
* Elected	

Massachusetts Primary September 2020								
	WAKEFIELD PRECINCT 1	WAKEFIELD PRECINCT 2	WAKEFIELD PRECINCT 3	WAKEFIELD PRECINCT 4	WAKEFIELD PRECINCT 5	WAKEFIELD PRECINCT 6	WAKEFIELD PRECINCT 7	TOTAL
Registered voters	2974	2607	2750	2544	2916	2941	2628	19360
Voters	1071	981	1097	1067	1134	1153	1075	7578
SENATOR IN CONGRESS (DEM)								
EDWARD J. MARKEY	507	439	574	593	575	623	540	3851
JOSEPH P. KENNEDY, III	345	362	329	306	364	346	341	2393
Total number of write-ins	3	0	0	4	2	4	1	14
Times Blank Voted	4	2	2	2	3	1	2	16
Total Ballots	859	803	905	905	944	974	884	6274
REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (DEM)								
SETH MOULTON	660	625	695	733	728	733	667	4841
JAMIE M. BELSITO	95	81	107	86	111	121	109	710
ANGUS G. McQUILKEN	61	72	60	55	75	87	78	488
Total number of write-ins	0	0	2	1	1	2	2	8
Times Blank Voted	43	25	41	30	29	31	28	227
Total Ballots	859	803	905	905	944	974	884	6274
COUNCILLOR SIXTH DISTRICT (DEM)								
TERRENCE W. KENNEDY	565	499	523	528	542	586	542	3785
HELINA FONTES	189	222	282	280	303	282	243	1801
Total number of write-ins	1	0	2	1	4	2	1	11
Times Blank Voted	104	82	98	96	95	104	98	677
Total Ballots	859	803	905	905	944	974	884	6274
SENATOR IN GENERAL COURT SECOND MIDDLESEX DISTRICT (DEM)								
PATRICIA D. JEHLLEN								0
GARY P. FISHER								0
Total number of write-ins								0
Times Blank Voted								0
Total Ballots								0
SENATOR IN GENERAL COURT FIFTH MIDDLESEX DISTRICT (DEM)								
JASON M. LEWIS	659	621	719	750	755	781	678	4963
Total number of write-ins	4	5	5	5	2	7	6	34
Times Blank Voted	196	177	181	150	187	186	200	1277
Total Ballots	859	803	905	905	944	974	884	6274
REPRESENTATIVE IN GENERAL COURT NINTH ESSEX DISTRICT (DEM)								
Total number of write-ins	105	95	123				143	466
Times Blank Voted	754	708	782				741	2985
Total Ballots	859	803	905				884	3451

	WAKEFIELD PRECINCT 1	WAKEFIELD PRECINCT 2	WAKEFIELD PRECINCT 3	WAKEFIELD PRECINCT 4	WAKEFIELD PRECINCT 5	WAKEFIELD PRECINCT 6	WAKEFIELD PRECINCT 7	TOTAL
REPRESENTATIVE IN GENERAL COURT THIRTY-SECOND MIDDLESEX DISTRICT (DEM)								
KATE LIPPER-GARABEDIAN				740	759	775		2274
Total number of write-ins				3	6	6		15
Times Blank Voted				162	179	193		534
Total Ballots				905	944	974		2823
REGISTER OF PROBATE MIDDLESEX COUNTY (DEM)								
TARA E. DeCRISTOFARO	634	612	679	713	732	749	656	4775
Total number of write-ins	5	2	5	3	3	3	3	24
Times Blank Voted	220	189	221	189	209	222	225	1475
Total Ballots	859	803	905	905	944	974	884	6274
SENATOR IN CONGRESS (REP)								
SHIVA AYYADURAI	79	62	77	71	81	80	75	525
KEVIN J. O'CONNOR	124	109	106	88	102	95	108	732
Total number of write-ins	2	0	2	1	2	0	0	7
Times Blank Voted	5	4	2	1	3	2	5	22
Total Ballots	210	175	187	161	188	177	188	1286
REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (REP)								
JOHN PAUL MORAN	165	145	154	125	154	141	156	1040
Total number of write-ins	1	0	3	2	3	2	6	17
Times Blank Voted	44	30	30	34	31	34	26	229
Total Ballots	210	175	187	161	188	177	188	1286
COUNCILLOR SIXTH DISTRICT (REP)								
Total number of write-ins	20	21	22	22	22	21	23	151
Times Blank Voted	190	154	165	139	166	156	165	1135
Total Ballots	210	175	187	161	188	177	188	1286
SENATOR IN GENERAL COURT SECOND MIDDLESEX DISTRICT (REP)								
Total number of write-ins								0
Times Blank Voted								0
Total Ballots								0
SENATOR IN GENERAL COURT FIFTH MIDDLESEX DISTRICT (REP)								
Total number of write-ins	28	22	32	25	36	23	24	190
Times Blank Voted	182	153	155	136	152	154	164	1096
Total Ballots	210	175	187	161	188	177	188	1286
REPRESENTATIVE IN GENERAL COURT NINTH ESSEX DISTRICT (REP)								
DONALD H. WONG	186	161	169				165	681
Total number of write-ins	0	0	0				2	2
Times Blank Voted	24	14	18				21	77
Total Ballots	210	175	187				188	760

	WAKEFIELD PRECINCT 1	WAKEFIELD PRECINCT 2	WAKEFIELD PRECINCT 3	WAKEFIELD PRECINCT 4	WAKEFIELD PRECINCT 5	WAKEFIELD PRECINCT 6	WAKEFIELD PRECINCT 7	TOTAL
REPRESENTATIVE IN GENERAL COURT THIRTY-SECOND MIDDLESEX DISTRICT (REP)								
Total number of write-ins				18	25	21		64
Times Blank Voted				143	163	156		462
Total Ballots				161	188	177		526
REGISTER OF PROBATE MIDDLESEX COUNTY (REP)								
Total number of write-ins	13	14	19	17	25	21	21	130
Times Blank Voted	197	161	168	144	163	156	167	1156
Total Ballots	210	175	187	161	188	177	188	1286
SENATOR IN CONGRESS (GRN)								
Total number of write-ins	0	0	2	0	1	1	0	4
Times Blank Voted	1	0	0	0	0	0	0	1
Total Ballots	1	0	2	0	1	1	0	5
REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (GRN)								
Total number of write-ins	0	0	0	0	1	1	0	2
Times Blank Voted	1	0	2	0	0	0	0	3
Total Ballots	1	0	2	0	1	1	0	5
COUNCILLOR SIXTH DISTRICT (GRN)								
Total number of write-ins	0	0	0	0	1	1	0	2
Times Blank Voted	1	0	2	0	0	0	0	3
Total Ballots	1	0	2	0	1	1	0	5
SENATOR IN GENERAL COURT SECOND MIDDLESEX DISTRICT (GRN)								
Total number of write-ins								0
Times Blank Voted								0
Total Ballots								0
SENATOR IN GENERAL COURT FIFTH MIDDLESEX DISTRICT (GRN)								
Total number of write-ins	0	0	0	0	1	1	0	2
Times Blank Voted	1	0	2	0	0	0	0	3
Total Ballots	1	0	2	0	1	1	0	5
REPRESENTATIVE IN GENERAL COURT NINTH ESSEX DISTRICT (GRN)								
Total number of write-ins	1	0	0				0	1
Times Blank Voted	0	0	2				0	2
Total Ballots	1	0	2				0	3
REPRESENTATIVE IN GENERAL COURT THIRTY-SECOND MIDDLESEX DISTRICT (GRN)								
Total number of write-ins				0	1	1		2
Times Blank Voted				0	0	0		0
Total Ballots				0	1	1		2

REGISTER OF PROBATE MIDDLESEX COUNTY (GRN)								
Total number of write-ins	0	0	0	0	1	1	0	2
Times Blank Voted	1	0	2	0	0	0	0	3
Total Ballots	1	0	2	0	1	1	0	5
SENATOR IN CONGRESS (LIB)								
Total number of write-ins	1	2	3	1	1	1	3	12
Times Blank Voted	0	1	0	0	0	0	0	1
Total Ballots	1	3	3	1	1	1	3	13
REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (LIB)								
Total number of write-ins	0	1	3	1	1	0	3	9
Times Blank Voted	1	2	0	0	0	1	0	4
Total Ballots	1	3	3	1	1	1	3	13
COUNCILLOR SIXTH DISTRICT (LIB)								
Total number of write-ins	0	1	3	1	0	0	2	7
Times Blank Voted	1	2	0	0	1	1	1	6
Total Ballots	1	3	3	1	1	1	3	13
SENATOR IN GENERAL COURT SECOND MIDDLESEX DISTRICT (LIB)								
Total number of write-ins								0
Times Blank Voted								0
Total Ballots								0
SENATOR IN GENERAL COURT FIFTH MIDDLESEX DISTRICT (LIB)								
Total number of write-ins	0	1	2	1	0	0	2	6
Times Blank Voted	1	2	1	0	1	1	1	7
Total Ballots	1	3	3	1	1	1	3	13
REPRESENTATIVE IN GENERAL COURT NINTH ESSEX DISTRICT (LIB)								
Total number of write-ins	0	2	2				2	6
Times Blank Voted	1	1	1				1	4
Total Ballots	1	3	3				3	10
REPRESENTATIVE IN GENERAL COURT THIRTY-SECOND MIDDLESEX DISTRICT (LIB)								
Total number of write-ins				1	0	0		1
Times Blank Voted				0	1	1		2
Total Ballots				1	1	1		3
REGISTER OF PROBATE MIDDLESEX COUNTY (LIB)								
Total number of write-ins	0	0	2	1	0	0	2	5
Times Blank Voted	1	3	1	0	1	1	1	8
Total Ballots	1	3	3	1	1	1	3	13

<b>Election Summary Report</b> <b>General Election COMMONWEALTH OF MASSACHUSETTS</b> <b>November 03, 2020</b> <b>Summary for: All Contests, All Precincts,</b> <b>All Tabulators, All Counting Groups</b>		
Precincts Reported: 7 of 7 (100.00%) Registered Voters: 16,650 of 20,015 (83.19%) Ballots Cast: 16,650		
ELECTORS OF PRESIDENT AND VICE PRESIDENT (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	194	
Overvotes	4	
<b>Candidate</b>	<b>Total</b>	
BIDEN and HARRIS	10,170	
HAWKINS and WALKER	72	
JORGENSEN and COHEN	191	
TRUMP and PENCE	6,019	
Total Votes	16,452	
	Total	
Unresolved Write-In	109	
SENATOR IN CONGRESS (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	526	
Overvotes	3	
<b>Candidate</b>	<b>Total</b>	
EDWARD J. MARKEY	10,153	
KEVIN J. O'CONNOR	5,968	
Total Votes	16,121	
	Total	
Unresolved Write-In	84	

REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	765	
Overvotes	2	
<b>Candidate</b>	<b>Total</b>	
SETH MOULTON	10,293	
JOHN PAUL MORAN	5,590	
Total Votes	15,883	
	Total	
Unresolved Write-In	10	
COUNCILLOR SIXTH DISTRICT (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	5,948	
Overvotes	4	
<b>Candidate</b>	<b>Total</b>	
TERRENCE W. KENNEDY	10,698	
Total Votes	10,698	
	Total	
Unresolved Write-In	200	
SENATOR IN GENERAL COURT FIFTH MIDDLESEX DISTRICT (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	6,035	
Overvotes	3	
<b>Candidate</b>	<b>Total</b>	
JASON M. LEWIS	10,612	
Total Votes	10,612	
	Total	
Unresolved Write-In	216	

REPRESENTATIVE IN GENERAL COURT NINTH ESSEX DISTRICT (Vote for 1) Precincts Reported: 4 of 4 (100.00%)		
	Total	
Times Cast	9,464 / 11,346	83.41%
Undervotes	3,081	
Overvotes	0	
<b>Candidate</b>	<b>Total</b>	
DONALD H. WONG	6,383	
Total Votes	6,383	
	Total	
Unresolved Write-In	112	
REPRESENTATIVE IN GENERAL COURT THIRTY-SECOND MIDDLESEX DISTRICT (Vote for 1) Precincts Reported: 3 of 3 (100.00%)		
	Total	
Times Cast	7,186 / 8,669	82.89%
Undervotes	2,528	
Overvotes	1	
<b>Candidate</b>	<b>Total</b>	
KATE LIPPER-GARABEDIAN	4,657	
Total Votes	4,657	
	Total	
Unresolved Write-In	102	
REGISTER OF PROBATE MIDDLESEX COUNTY (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	6,334	
Overvotes	3	
<b>Candidate</b>	<b>Total</b>	
TARA E. DeCRISTOFARO	10,313	
Total Votes	10,313	
	Total	
Unresolved Write-In	173	

REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN CHELSEA (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	7,625	
Overvotes	7	
<b>Candidate</b>	<b>Total</b>	
MICHAEL T. WALL	9,018	
Total Votes	9,018	
	Total	
Unresolved Write-In	79	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN MALDEN (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	7,876	
Overvotes	1	
<b>Candidate</b>	<b>Total</b>	
JAMES J. HOLLAND	8,773	
Total Votes	8,773	
	Total	
Unresolved Write-In	62	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN MELROSE (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	8,143	
Overvotes	26	
<b>Candidate</b>	<b>Total</b>	
WARD HAMILTON	4,666	
ANDREW J. WHITE	3,815	
Total Votes	8,481	
	Total	
Unresolved Write-In	59	

REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN NORTH READING (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	8,187	
Overvotes	2	
<b>Candidate</b>	<b>Total</b>	
JUDITH M. DYMENT	8,461	
Total Votes	8,461	
	Total	
Unresolved Write-In	74	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN READING (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	8,167	
Overvotes	3	
<b>Candidate</b>	<b>Total</b>	
ROBERT S. McCARTHY	8,480	
Total Votes	8,480	
	Total	
Unresolved Write-In	69	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN REVERE (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	7,855	
Overvotes	8	
<b>Candidate</b>	<b>Total</b>	
ANTHONY L. CAGGIANO	4,491	
MELISSA A. JANNINO-ELAM	4,296	
Total Votes	8,787	
	Total	
Unresolved Write-In	52	

REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN SAUGUS (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	8,139	
Overvotes	0	
<b>Candidate</b>	<b>Total</b>	
PETER A. ROSSETTI, JR.	8,511	
Total Votes	8,511	
	Total	
Unresolved Write-In	64	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN STONEHAM (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	8,340	
Overvotes	14	
<b>Candidate</b>	<b>Total</b>	
LAWRENCE M. MEANS	8,296	
Total Votes	8,296	
	Total	
Unresolved Write-In	70	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN WAKEFIELD (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	7,228	
Overvotes	12	
<b>Candidate</b>	<b>Total</b>	
BRITTANY A. CARISELLA	9,410	
Total Votes	9,410	
	Total	
Unresolved Write-In	66	

REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN WINCHESTER (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	16,650	
Overvotes	0	
<b>Candidate</b>	<b>Total</b>	
Total Votes	0	
	Total	
Unresolved Write-In	1,604	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN WINTHROP (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	16,650	
Overvotes	0	
<b>Candidate</b>	<b>Total</b>	
Total Votes	0	
	Total	
Unresolved Write-In	1,002	
REGIONAL SCHOOL COMMITTEE NORTHEAST METROPOLITAN WOBURN (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	9,021	
Overvotes	4	
<b>Candidate</b>	<b>Total</b>	
DEBORAH P. DAVIS	7,625	
Total Votes	7,625	
	Total	
Unresolved Write-In	80	

QUESTION 1 (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	939	
Overvotes	8	
<b>Candidate</b>	<b>Total</b>	
YES	12,355	
NO	3,348	
Total Votes	15,703	
	Total	
Unresolved Write-In	0	
QUESTION 2 (Vote for 1) Precincts Reported: 7 of 7 (100.00%)		
	Total	
Times Cast	16,650 / 20,015	83.19%
Undervotes	1,156	
Overvotes	3	
<b>Candidate</b>	<b>Total</b>	
YES	6,163	
NO	9,328	
Total Votes	15,491	
	Total	
Unresolved Write-In	0	

## **Regular Town Meeting**

The Regular Town Meeting was held at the Wakefield Memorial High School Field House, 60 Farm Street in said Wakefield on Saturday, the 7th day of November, 2020 at eight o'clock in the morning was called to order by Moderator William Harbison Carroll at 8:00 a.m.

Moderator Carroll accepted the Return of Service from Town Clerk Betsy Sheeran. Town Clerk Sheeran led the Pledge of Allegiance.

There were 258 registered voters in attendance.

### **ARTICLE 1**

To see if the Town will hear and accept a report of the Fiscal Year 2020 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 2020 budget. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

### **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, 2021; 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 \$2,000,000. In Free Cash in computing the tax rate for Fiscal Year 2021. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

### **ARTICLE 3**

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Permanent Building Committee for a feasibility Study for the proposed reconstruction of the Wakefield Memorial High School, 60 Farm Street Wakefield, Massachusetts, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"). The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or to see what the Town will do about it.

Permanent Building Committee

Motion: Joseph Bertrand, Chair of the Permanent Building Committee, motioned that the Town appropriate the sum of \$2,000,000 for a feasibility study concerning the proposed reconstruction of the Wakefield Memorial High School, 60 Farm Street, Wakefield, Massachusetts, including the payment of all costs incidental or related thereto, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the Permanent Building Committee as advised by the Wakefield Memorial High School Building Committee. To meet this appropriation the Town Treasurer, with the approval of the Town Council, is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority, provided that any premium received upon the sale of any bonds or notes approved under 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 so approved in accordance with M.G.L., Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, and to authorize the Town Council and any other Town official to take any other action necessary or convenient to carry out the purposes of this vote. The Town of Wakefield acknowledges that the MCBA 's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in any Feasibility Study Agreement that may be executed between the Town and the MSBA, The motion was seconded. The Finance Committee recommended favorable action. This motion requires a 2/3 vote.

Vote: Yes- 200 No-1. Motion passed.

#### ARTICLE 4

To see if the Town will vote to accept the provisions of G.L. c. 59, § 51 clause 22G, allowing a veteran whose domicile is held by a trustee, conservator or other fiduciary for the veteran's benefit to claim the same real estate tax exemptions to which such veteran would be entitled if he or she owned the domicile outright, or to see what the Town will do about it.

Town Council

Motion : Victor Santaniello, Director of Assessments, motioned that the Town vote to accept the provisions of M.G. L., Chapter 59, section 5 clause 22G as stated in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

#### ARTICLE 5

To see if the Town will vote to accept the provisions of G.L. c. 59, § 51 clause 22H, exempting from real estate tax the domicile of surviving parents or guardians of soldiers, sailors and National Guard members who died in

active service or as a result of such service; or to see what the Town will do about it.

Town Council

Motion : Victor Santaniello, Director of Assessments, motioned that the Town vote to accept the provisions of M.G.L. Chapter 59, Section 5, Clause 22H as stated in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

#### ARTICLE 6

To see if the Town will vote to amend the Zoning Bylaw, Town of Wakefield as follows: Amending §190-4B. Definitions of the Zoning Bylaw, Town of Wakefield to add the following definitions: "Bank"- A financial institution, authorized, licensed or chartered by the state or federal government that maintains depository accounts for customers, accepts deposits, pays withdrawals, clears or cashes checks, pays interest, makes loans and in addition may provide other financial related services to its customers. "Bank Building" A building solely occupied or used as a Bank, staffed by personnel, where customers may visit and conduct business in person and interact with personnel, including areas within the building such as lobby areas, teller areas, automatic teller machine areas, conference rooms, and customer lounge areas along with areas that are exclusive to personnel such as, safe or storage areas, personnel offices, personnel work areas, personnel conference rooms and other personnel related facilities such as a cafeteria. Amending §190-31. General Regulations of the Zoning Bylaw, Town of Wakefield to add the following paragraph at the end thereof as §190-31L.: "L. The Board of Appeals may allow reductions and/or increases to the Floor Area Ratio (FAR), Maximum Building Coverage, Minimum Open Area and Front Yard Setback requirements of Table 2 (Table of Dimensional Regulations) of the Zoning Bylaw, Town of Wakefield, for a Bank Building by special permit in the Business District. Any such reductions and/or increases shall be supported by evidence of lack of suitable land or design considerations or other similar factors. The Board of Appeals must also find that the granting of said special permit will not adversely affect the health, safety, convenience, character or welfare of the neighborhood or the Town; or to see what the Town will do about it.

Citizen Petition

Motion: Robert DiBella, representing The Savings Bank, motioned that the Town vote to amend the Zoning Bylaw as stated in the Recommendation Book. The motion was seconded. The Planning Board recommended favorable action. This motion requires a 2/3 vote.

Vote: Yes-119 No-50. Motion passed.

## ARTICLE 7

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of settling a claim asserted by The Woods, LLC with respect to environmental contamination allegedly caused by the Town on certain real property known and numbered as 94 Butler Avenue. That the Town appropriate the sum of \$2,150,000 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 known and numbered as 94 Butler Avenue and shown as Block 138, Lot 51CG and Block 143, Lot 51 on Map 30 and as Block 214, Lot 51CG and Block 143, Lot 51 on Map 30 and as Block 214, Lot 27 on Map 31, which settlement includes the purchase of the said real property for municipal purposes; or to see what the Town will do about it . Town Council

Motion: Town Counsel, Thomas A. Mullen, Esq., motioned that the Town vote to accept the motion as stated in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action. This motion requires a 2/3 vote.

Vote: Motion passed unanimously.

## ARTICLE 8

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

polystyrene” means a non-biodegradable petrochemical thermoplastic made from aerated forms of polystyrene and includes several methods of manufacture. Expanded polystyrene (EPS) or extruded polystyrene (XPS) are forms of polystyrene. “Styrofoam” is a Dow Chemical Co. trademarked form of extruded polystyrene and is commonly used to refer to foam polystyrene. These are generally used to make insulated cups, bowls, trays, clamshell containers, meat trays, foam packing materials and egg cartons. The products are sometimes recognized by a #6 resin code on the bottom.

e. “Food establishment” means a business or governmental establishment that stores, prepares, packages, serves, sells, or otherwise provides food for human consumption, including but not limited to any establishment requiring a permit to operate in accordance with the state food code.

f. “Packing material” means polystyrene foam used to hold, cushion, or protect items packed in a container for shipping, transport, or storage. This includes, without limitation, packing “peanuts”, and shipping boxes, coolers, ice chests, or similar containers made, in whole or in part, from polystyrene foam that is not wholly encapsulated or encased within a more durable material.

g. “Prepared food” means any food or beverage packaged or prepared for consumption on the food provider’s premises, using any cooking or food preparation technique or provided for further food preparation.

h. “Recycle” refers to material that can be sorted, cleansed, and reconstituted using Wakefield’s curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. “Recycling” does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

i. “Retail establishment” means a business establishment engaged in the retail sale of goods directly to consumers.

j. “Reusable” refers to products that will be used more than once in their same form by a food establishment. Reusable food service ware includes tableware, flatware, food or beverage containers, packages or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor.

k. “Rigid polystyrene” means a non-biodegradable petrochemical thermoplastic made from a non-aerated form of polystyrene. Also known as “oriented polystyrene,” the material is generally clear or solid in appearance and is used to make clear clamshell containers, cups, plates, straws, lids and utensils. The products are sometimes recognized by a #6 resin code on the bottom.

192-3. Prohibited use and distribution of food ware and packaging.

a. Food establishments are prohibited from dispensing food or beverages to any person in disposable food containers made from foam or rigid polystyrene.

b. All food establishments are strongly encouraged to use reusable food service ware in place of using disposable food service ware for all food served on the premises. Food establishments using any disposable food service ware are strongly encouraged to use biodegradable, compostable, reusable or recyclable food service ware.

c. Retail establishments are prohibited from selling or distributing disposable food containers made from foam or rigid polystyrene to customers.

d. Retail establishments are prohibited from selling or distributing polystyrene foam or rigid packing material to customers.

192-4. Effective date. This section shall take effect on June 30, 2021. In the event that compliance with the effective date is not feasible

for a food establishment because of either unavailability of alternative food service containers, economic hardship or an official public health mandate, the Town Administrator may grant a waiver upon application of the owner or the owner's representative to be reviewed after six (6) months.192-5. Enforcement. a. Any food or retail establishment which violates any provision of this section shall be liable for a fine as follows: i. First offense, warning; ii. Second offense, a fine of \$100.00; iii. Third offense, a fine of \$200; and iv. Fourth or subsequent offense, \$300. Each day a violation continues shall constitute a separate offense. b. This section shall be enforced by the Town Administrator, or his or her designee. c. Any violation of this section may, in the sole discretion of the Town Administrator, or his or her designee, be made the subject of noncriminal disposition proceedings under G.L. c. 40, § 21D and § 1-7 of the Code of the Town. In the event that compliance with the effective date is not feasible for a food establishment because of either unavailability of alternative food service containers, economic hardship or an official public health mandate, the Town Administrator may, upon application of the owner or the owner's representative, grant a waiver to be reviewed after six (6) months. 192-6. Severability Each separate provision of this section shall be deemed independent of all other provisions herein, and if any provision of this section be declared to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall remain valid and enforceable; or to see what the Town will do about it  
Environmental Sustainability Committee

Motion: A representative from the Environmental Sustainability Committee motioned that the Town vote to accept the motion as presented in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

## ARTICLE 9

To see if the Town will vote to amend § 154-10 of the Code of the Town, a general bylaw entitled "Plastic Bag Reduction," by adding the underlined text below and deleting the text marked with ~~strike-throughs~~, all such changes to be effective as of June 30, 2021: § 154-10. Plastic bag, cutlery, stirrer and drinking straw reduction. A. Purpose and intent. The purpose of this bylaw is to limit the amount of greenhouse gas emissions, preserve the oceans, protect wildlife, and reduce the amount of trash that ends up on the streets and in landfills by using recyclable, reusable, or compostable bags, cutlery, stirrers and straws instead of ~~thin-film single-use plastic checkout bags, cutlery, stirrers, restaurant take-out bags and drinking straws.~~ B. Definitions. CHECKOUT BAG A carryout bag provided by a retail store or food establishment to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the store. GROCERY STORE A retail establishment where more than 50% of the gross floor area is devoted to the sale of food products for home preparations and consumption, which typically also

offers home care and personal care products. FOOD ESTABLISHMENT A business or governmental establishment that stores, prepares, packages, serves, sells, or otherwise provides food for human consumption, including but not limited to any establishment requiring a permit to operate in accordance with the state food code not including nursing homes or nursing care or assisted living facilities or doctors or nurses or emergency medical technicians providing straws to patients. RESTAURANT TAKE-OUT BAG A carryout bag provided by a common victualler to a customer for the purpose of transporting take-out or left-over food. RETAIL STORE An establishment that offers the sale and display of merchandise within a building. REUSABLE CHECKOUT BAG A bag with handles that is specifically designed for multiple use and is made of thick plastic, cloth, fabric or other durable materials. A bag that is specifically designed for multiple reuse that: (1) Can carry 25 pounds; (2) Is machine washable or is made of a material that can be cleaned or disinfected 125 times; (3) Is made of either polyester, polypropylene, cotton or other natural fiber material; and (4) Has a thickness of greater than 4.0 mils. REUSABLE FOOD SERVICE WARE Reusable food service ware includes tableware, cutlery, food or beverage containers, stirrers, straws, packages or trays, such as, but not limited to, soft drink bottles and milk containers that can be cleaned or disinfected and reused at least 125 times or returned to the distributor. COMPOSTABLE A product made of bioplastic materials certified to meet the ASTM International (ASTM) Standards D6400 or D6868, as those standards may be amended. ASTM D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate. Compostable materials shall also include products that conform to ASTM or other third-party standards (such as Vincotte) for home composting. Any compostable products must be clearly labeled with the applicable standard. THIN-FILM SINGLE-USE PLASTIC BAGS Typically with plastic handles, these are bags with a thickness of less than 2.25 mils and are intended for single-use transport of purchased products. C. Use regulations. (1) Food establishments within the Town shall not offer single-use plastic drinking straws, stirrers or cutlery to customers but may furnish them if specifically requested by a customer. (2) Food establishments are encouraged to offer compostable or reusable food service wares. (3) Thin-film single-use Plastic bags other than Compostable Bags, shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Wakefield, nor used as restaurant take-out bags by food establishments within the Town. (4) Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable, non-plastic checkout bags available for sale to customers at a reasonable price. (5) Thin-film Plastic bags used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise, typically without handles, are still permissible. D. Enforcement process. Enforcement of this bylaw shall be the responsibility of the Town Administrator or his/her designee. The Town Administrator shall determine the inspection process to be followed, incorporating the process into other Town duties

as appropriate. Any ~~retail or grocery store distributing plastic grocery bags~~ in violation of this bylaw shall be subject to a noncriminal disposition fine, in accordance with § 1-7 of these bylaws. Any fines shall be paid to the Town of Wakefield. E. Effective date. This bylaw shall take effect on July 1, 2018 (retail stores occupying a finished space of 2,500 square feet or less: September 1, 2018). Extensions (of up to three months) may be granted by the Town Administrator upon written request. Violations shall be punished by a warning or a fine as follows: i. First offense, warning; ii. Second offense, a fine of \$100.00; iii. Third offense, a fine of \$200; and iv. Fourth or subsequent offense, \$300. Each day a violation continues shall constitute a separate offense. In the event that compliance with the effective date is not feasible for a food establishment because of either unavailability of alternative food service containers, economic hardship or an official public health mandate, the Town Administrator may, upon application of the owner or the owner's representative, grant a waiver to be reviewed after six (6) months. E. Effective date. This bylaw shall take effect on July 1, 2018 (retail stores occupying a finished space of 2,500 square feet or less: September 1, 2018). Extensions (of up to three months) may be granted by the Town Administrator upon written request. or to see what the Town will do about it. Environmental Sustainability Committee

Motion: A representative from the Environmental Sustainability Committee motioned that the Town accept the motion as stated in the Recommendation Book. The motion was seconded. The Finance Committee recommended favorable action.

Vote: Motion passed unanimously.

Ann McGonigle Santos, Chair of the Town Council, motioned that the Town Meeting be dissolved. The motion was seconded.

Vote: Motion passed.

Town Meeting was dissolved at 11:33 a.m.

### **Vital Statistics**

- Births: 280
- Deaths: 350
- Marriages: 139

## REPORT OF THE TREASURER'S OFFICE

To the Citizens of Wakefield,  
I herewith present my report for the year ending December 31, 2020.

The Trust Funds now in the hands of the Treasurer are as follows:

Trust Funds	
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 7/01/2021 – 6/30/2022, the following loans will fall due:

	Principal	Interest
Public Safety Bld Bond	\$ 520,000.00	\$ 10,400.00
Land Acquisition	\$ 60,000.00	\$ 1,200.00
Water Pollution Abatement Revenue	\$ 2,630.55	\$ 0.00
Mass Water Pollution Abatement Trust	\$ 122,731.97	\$ 0.00
MWRA Water Bond	\$ 50,000.00	\$ 0.00
MWRA Water Bond	\$ 37,625.00	\$ 0.00
MWRA Water Bond	\$ 40,000.00	\$ 0.00
MWRA Sewer Bond	\$ 64,010.25	\$ 0.00
MWPAT Bond	\$ 2,300.00	\$ 0.00
Water Meters	\$ 105,000.00	\$ 2,625.00
Galvin Middle School Feasibility Study	\$ 25,000.00	\$ 4012.50
Athletic Fields	\$ 395,000.00	\$ 88,612.50

Galvin Middle School	\$ 1,300,000.00	\$ 1,152,135.02
Fire Truck	\$ 70,000.00	\$ 22,000.00
Fire Ladder	\$ 40,000.00	\$ 27,666.26
Walton School	\$ 120,000.00	\$ 214,487.50
Public Drainage System	\$ 15,000.00	\$ 30,598.76
MWRA Water	\$ 154,875.00	\$ 0.00
MWRA Sewer	\$ 32,000.00	\$ 0.00
Fire Truck	\$ 70,000.00	\$ 39,876.67
Roads	\$1 29,000.00	\$ 106,230.83
Drainage	\$ 40,000.00	\$ 34,803.89
New Salem Drainage	\$ 20,000.00	\$ 19,074.44
Public Safety Design	\$ 80,000.00	\$ 76,297.78
Water Mains	\$ 91,000.00	\$ 81,458.40
MWRA Sewer	\$ 18,839.75	\$ 0.00

We are pleased to report that the interest earned from 01/01/2020 to 12/31/2020 is as follows:

Revenue	\$ 1,409,555.23
Trust Funds	\$ 70,199.23

**FINANCES**

**Report of**  
Town Accountant

## REPORT 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, 2020

	General	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents.....	\$ 15,944,926	\$ 1,195,228	\$ 6,511,792	\$ 23,651,946
Investments.....	-	-	2,783,852	2,783,852
Receivables, net of uncollectibles:				
Real estate and personal property taxes.....	2,413,944	-	-	2,413,944
Tax liens.....	644,679	-	-	644,679
Motor vehicle excise taxes.....	557,510	-	-	557,510
Departmental and other.....	136,778	-	-	136,778
Intergovernmental - other.....	528,568	-	1,100,515	1,629,083
Tax foreclosures.....	464,155	-	-	464,155
Prepaid expenses.....	902,275	-	50,000	952,275
<b>TOTAL ASSETS.....</b>	<b>\$ 21,592,835</b>	<b>\$ 1,195,228</b>	<b>\$ 10,446,159</b>	<b>\$ 33,234,222</b>
<b>LIABILITIES</b>				
Warrants payable.....	\$ 950,266	\$ -	\$ 125,415	\$ 1,075,681
Accrued payroll.....	773,617	-	10,890	784,507
Tax refunds payable.....	81,000	-	-	81,000
Other liabilities.....	1,268,263	-	-	1,268,263
Unearned revenue.....	-	-	340,409	340,409
Notes payable.....	-	950,000	-	950,000
<b>TOTAL LIABILITIES.....</b>	<b>3,073,146</b>	<b>950,000</b>	<b>476,714</b>	<b>4,499,860</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable revenue.....	4,187,884	-	761,441	4,949,325
<b>FUND BALANCES</b>				
Nonspendable.....	-	-	2,449,550	2,449,550
Restricted.....	-	245,228	6,758,454	7,003,682
Committed.....	1,014,499	-	-	1,014,499
Assigned.....	2,714,047	-	-	2,714,047
Unassigned.....	10,603,259	-	-	10,603,259
<b>TOTAL FUND BALANCES.....</b>	<b>14,331,805</b>	<b>245,228</b>	<b>9,208,004</b>	<b>23,785,037</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES.....</b>	<b>\$ 21,592,835</b>	<b>\$ 1,195,228</b>	<b>\$ 10,446,159</b>	<b>\$ 33,234,222</b>

See notes to basic financial statements.

**GOVERNMENTAL FUNDS**  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2020

	General	Capital Projects	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>				
Real estate and personal property taxes, net of tax refunds.....	\$ 75,090,349	\$ -	\$ -	\$ 75,090,349
Tax liens and foreclosures.....	146,335	-	-	146,335
Motor vehicle excise taxes.....	4,129,508	-	-	4,129,508
Hotel/motel tax.....	754,086	-	-	754,086
Penalties and interest on taxes.....	262,024	-	-	262,024
Payments in lieu of taxes.....	907,065	-	-	907,065
Intergovernmental - Teachers Retirement.....	11,694,670	-	-	11,694,670
Intergovernmental.....	11,790,847	-	5,030,551	16,821,398
Intergovernmental - COVID-19 relief.....	-	-	639,891	639,891
Departmental and other.....	2,184,574	-	3,847,630	6,032,204
Special assessments.....	-	-	6,714	6,714
Contributions and donations.....	-	-	400,281	400,281
Investment income.....	186,555	-	131,071	317,626
<b>TOTAL REVENUES.....</b>	<b>107,146,013</b>	<b>-</b>	<b>10,056,138</b>	<b>117,202,151</b>
<b>EXPENDITURES:</b>				
Current:				
General government.....	2,778,934	-	633,195	3,412,129
Public safety.....	11,886,037	-	231,227	12,117,264
Education.....	42,916,171	9,946	6,238,228	49,164,345
Public works.....	10,874,214	438,929	632,729	11,945,872
Health and human services.....	668,013	-	196,312	864,325
Culture and recreation.....	1,750,358	-	339,935	2,090,293
COVID-19.....	-	-	639,891	639,891
Pension benefits.....	4,984,090	-	-	4,984,090
Pension benefits - Teachers Retirement.....	11,694,670	-	-	11,694,670
Property and liability insurance.....	381,796	-	-	381,796
Employee benefits.....	12,457,274	-	-	12,457,274
State and county charges.....	1,790,954	-	-	1,790,954
Debt service:				
Principal.....	-	-	3,832,042	3,832,042
Interest.....	-	-	2,014,623	2,014,623
<b>TOTAL EXPENDITURES.....</b>	<b>102,182,511</b>	<b>448,875</b>	<b>14,758,182</b>	<b>117,389,568</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>4,963,502</b>	<b>(448,875)</b>	<b>(4,702,044)</b>	<b>(187,417)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Capital lease financing.....	-	340,413	-	340,413
Transfers in.....	306,541	-	5,625,000	5,931,541
Transfers out.....	(5,625,000)	-	(306,541)	(5,931,541)
<b>TOTAL OTHER FINANCING SOURCES (USES)....</b>	<b>(5,318,459)</b>	<b>340,413</b>	<b>5,318,459</b>	<b>340,413</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>(354,957)</b>	<b>(108,462)</b>	<b>616,415</b>	<b>152,996</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>14,686,762</b>	<b>353,690</b>	<b>8,591,589</b>	<b>23,632,041</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 14,331,805</b>	<b>\$ 245,228</b>	<b>\$ 9,208,004</b>	<b>\$ 23,785,037</b>

See notes to basic financial statements.

**Town of Wakefield**  
**Report of Appropriated Funds, Expenditures, and Balances, Fiscal 2020**  
**For the Period of July 1, 2019 to June 30, 2020**

<b>General Government</b>					
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Disposition Of Balance	
				Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Town Council Department</b>					
Personal Services	404,148.00	404,145.00	3.00	3.00	
(Includes Town Planner)					
Purchase of Services	43,806.00	37,021.00	6,785.00	6,785.00	
Materials and Supplies	450.00	438.00	12.00	12.00	
<b>TOTAL</b>	<b>448,404.00</b>	<b>441,604.00</b>	<b>6,800.00</b>	<b>6,800.00</b>	<b>0.00</b>
<b>Accounting Department</b>					
Personal Services	296,694.00	266,803.00	29,891.00	29,891.00	
Purchase of Services	97,401.00	94,107.00	3,294.00	294.00	3,000.00
Materials and Supplies	3,050.00	1,467.00	1,583.00	1,583.00	
Sundry Charges	210.00	115.00	95.00	95.00	
<b>TOTAL</b>	<b>397,355.00</b>	<b>362,492.00</b>	<b>34,863.00</b>	<b>31,863.00</b>	<b>3,000.00</b>
<b>Information Technology</b>					
Personal Services	196,791.00	195,608.00	1,183.00	1,183.00	
Purchase of Services	144,963.00	106,201.00	38,762.00	38,762.00	
Materials and Supplies	5,500.00	2,964.00	2,536.00	2,536.00	
Sundry Charges	3,990.00	3,990.00	0.00	0.00	
<b>TOTAL</b>	<b>351,244.00</b>	<b>308,763.00</b>	<b>42,481.00</b>	<b>42,481.00</b>	<b>0.00</b>
Capital Outlay	83,100.00	83,100.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>434,344.00</b>	<b>391,863.00</b>	<b>42,481.00</b>	<b>42,481.00</b>	<b>0.00</b>
<b>Treasurer's Department</b>					
Salary of Treasurer	65,296.00	65,296.00	0.00	0.00	
Personal Services	120,617.00	120,616.00	1.00	1.00	
Purchase of Services	4,900.00	2,069.00	2,831.00	2,831.00	
Materials and Supplies	1,150.00	1,017.00	133.00	133.00	
Sundry Charges	90.00	90.00	0.00	0.00	
Tax Titles	13,000.00	7,262.00	5,738.00	5,738.00	
Bank Charges	7,500.00	5,401.00	2,099.00	2,099.00	
<b>TOTAL</b>	<b>212,553.00</b>	<b>201,751.00</b>	<b>10,802.00</b>	<b>10,802.00</b>	<b>0.00</b>
<b>Legal Department</b>					
Personal Services	113,512.00	113,511.00	1.00	1.00	
Purchase of Services	98,850.00	98,834.00	16.00	16.00	
Materials and Supplies	13,050.00	13,044.00	6.00	6.00	
Sundry Charges	0.00	0.00	0.00	0.00	
Sub total	225,412.00	225,389.00	23.00	23.00	0.00
Legal Damages	4,560.00	1,100.00	3,460.00	3,460.00	
<b>TOTAL</b>	<b>229,972.00</b>	<b>226,489.00</b>	<b>3,483.00</b>	<b>3,483.00</b>	<b>0.00</b>

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Collector's Department</b>					
Salary of Collector	100,970.00	100,970.00	0.00	0.00	
Personal Services	71,936.00	64,320.00	7,616.00	7,616.00	
Purchase of Services	44,750.00	34,455.00	10,295.00	9,445.00	850.00
Materials and Supplies	2,300.00	1,629.00	671.00	671.00	
Sundry Charges	140.00	130.00	10.00	10.00	
<b>TOTAL</b>	<b>220,096.00</b>	<b>201,504.00</b>	<b>18,592.00</b>	<b>17,742.00</b>	<b>850.00</b>
<b>Assessors' Department</b>					
Personal Services	199,669.00	199,666.00	3.00	3.00	
Purchase of Services	34,375.00	21,286.00	13,089.00	13,089.00	
Materials and Supplies	1,950.00	716.00	1,234.00	1,234.00	
Sundry Charges	750.00	575.00	175.00	175.00	
<b>TOTAL</b>	<b>236,744.00</b>	<b>222,243.00</b>	<b>14,501.00</b>	<b>14,501.00</b>	<b>0.00</b>
<b>Town Clerk's Department</b>					
Salary of Town Clerk	81,417.00	81,416.00	1.00	1.00	
Personal Services	112,530.00	112,530.00	0.00	0.00	
Purchase of Services	19,565.00	19,558.00	7.00	7.00	
Materials and Supplies	1,700.00	1,679.00	21.00	21.00	
Sundry Charges	250.00	250.00	0.00	0.00	
<b>TOTAL</b>	<b>215,462.00</b>	<b>215,433.00</b>	<b>29.00</b>	<b>29.00</b>	<b>0.00</b>
<b>Election / Registration</b>					
Personal Services	20,900.00	7,323.00	13,577.00	13,577.00	
Purchase of Services	18,600.00	17,643.00	957.00	957.00	
Material and Supplies	1,500.00	1,409.00	91.00	91.00	
<b>TOTAL</b>	<b>41,000.00</b>	<b>26,375.00</b>	<b>14,625.00</b>	<b>14,625.00</b>	<b>0.00</b>
<b>Election Expense</b>					
Personal Services	13,250.00	13,245.00	5.00	5.00	
Purchase of Services	12,200.00	11,250.00	950.00	950.00	
<b>TOTAL</b>	<b>25,450.00</b>	<b>24,495.00</b>	<b>955.00</b>	<b>955.00</b>	<b>0.00</b>
<b>Finance Committee</b>					
Personal Services	0.00	0.00	0.00	0.00	
Purchase of Services	2,960.00	247.00	2,713.00	2,713.00	
Materials and Supplies	700.00	688.00	12.00	12.00	
Sundry Charges	3,400.00	3,400.00	0.00	0.00	
<b>TOTAL</b>	<b>7,060.00</b>	<b>4,335.00</b>	<b>2,725.00</b>	<b>2,725.00</b>	<b>0.00</b>
<b>Conservation Commission</b>					
Personal Services	42,082.00	41,807.00	275.00	275.00	
Purchase of Services	1,950.00	954.00	996.00	996.00	
Materials and Supplies	1,000.00	33.00	967.00	967.00	
Sundry Charges	725.00	0.00	725.00	725.00	
<b>TOTAL</b>	<b>45,757.00</b>	<b>42,794.00</b>	<b>2,963.00</b>	<b>2,963.00</b>	<b>0.00</b>
Less: Wetland Filing Fees	3,000.00	3,000.00	0.00	0.00	
<b>TOTAL</b>	<b>42,757.00</b>	<b>39,794.00</b>	<b>2,963.00</b>	<b>2,963.00</b>	<b>0.00</b>

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Planning Board</b>					
Personal Services	4,800.00	3,000.00	1,800.00	1,800.00	
Purchase of Services	4,925.00	4,056.00	869.00	869.00	
Materials and Supplies	2,800.00	680.00	2,120.00	2,120.00	
Sundry Charges	450.00	0.00	450.00	450.00	
<b>TOTAL</b>	<b>12,975.00</b>	<b>7,736.00</b>	<b>5,239.00</b>	<b>5,239.00</b>	<b>0.00</b>
<b>Board of Appeals</b>					
Purchase of Services	26,800.00	26,321.00	479.00	479.00	
<b>TOTAL</b>	<b>26,800.00</b>	<b>26,321.00</b>	<b>479.00</b>	<b>479.00</b>	<b>0.00</b>
<b>Total General Government</b>	<b>2,550,972.00</b>	<b>2,392,435.00</b>	<b>158,537.00</b>	<b>154,687.00</b>	<b>3,850.00</b>

## Protection Persons & Property

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Police Department</b>					
Personal Services	5,566,446.00	5,182,589.00	383,857.00	383,857.00	
Purchase of Services	206,422.00	191,189.00	15,233.00	15,233.00	
Materials and Supplies	164,800.00	153,368.00	11,432.00	11,432.00	
Sundry Charges	10,200.00	10,200.00	0.00	0.00	
<b>TOTAL</b>	<b>5,947,868.00</b>	<b>5,537,346.00</b>	<b>410,522.00</b>	<b>410,522.00</b>	<b>0.00</b>
Capital Outlay Breakdown					
Cruisers	172,000.00	168,040.00	3,960.00	3,960.00	
<b>TOTAL</b>	<b>6,119,868.00</b>	<b>5,705,386.00</b>	<b>414,482.00</b>	<b>414,482.00</b>	<b>0.00</b>
<b>Fire Department</b>					
Personal Services	5,344,060.00	5,297,862.00	46,198.00	46,198.00	
Purchase of Services	114,200.00	106,694.00	7,506.00	7,506.00	
Materials and Supplies	151,600.00	146,520.00	5,080.00	5,080.00	
Sundry Charges	3,000.00	2,798.00	202.00	202.00	
	5,612,860.00	5,553,874.00	58,986.00	58,986.00	0.00
Capital Outlay Breakdown					
Fire Match Grant Air Compress	7,500.00	0.00	7,500.00	0.00	7,500.00
<b>TOTAL</b>	<b>5,620,360.00</b>	<b>5,553,874.00</b>	<b>66,486.00</b>	<b>58,986.00</b>	<b>7,500.00</b>
<b>Fire Alarm, Police Signal Traffic Lights</b>					
Personal Services	42,015.00	41,909.00	106.00	106.00	
Materials and Supplies	14,000.00	13,868.00	132.00	132.00	
Purchase of Services	7,500.00	7,500.00	0.00	0.00	
Capital Outlay	0.00	0.00	0.00	0.00	
<b>TOTAL</b>	<b>63,515.00</b>	<b>63,277.00</b>	<b>238.00</b>	<b>238.00</b>	<b>0.00</b>
<b>Emergency Management</b>					
Personal Services	40,000.00	40,000.00	0.00	0.00	
Purchase of Services	30,000.00	17,193.00	12,807.00	12,807.00	
Materials and Supplies	3,000.00	561.00	2,439.00	2,439.00	
<b>TOTAL</b>	<b>73,000.00</b>	<b>57,754.00</b>	<b>15,246.00</b>	<b>15,246.00</b>	<b>0.00</b>
<b>Building Department</b>					
Personal Services	291,408.00	290,362.00	1,046.00	1,046.00	
Purchase of Services	13,050.00	9,879.00	3,171.00	3,171.00	
Materials and Supplies	7,650.00	5,606.00	2,044.00	2,044.00	
Sundry Charges	500.00	500.00	0.00	0.00	
<b>TOTAL</b>	<b>312,608.00</b>	<b>306,347.00</b>	<b>6,261.00</b>	<b>6,261.00</b>	<b>0.00</b>
<b>Sealer Weights /Measures</b>					
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	
<b>TOTAL</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Animal Inspector</b>					
Personal Services	76,546.00	76,095.00	451.00	451.00	
Purchase of Services	2,650.00	1,443.00	1,207.00	1,207.00	
Materials and Supplies	3,875.00	2,106.00	1,769.00	1,769.00	
Sundry Charges	3,000.00	3,000.00	0.00	0.00	
Capital Outlay	0.00	0.00	0.00	0.00	
<b>TOTAL</b>	<b>86,071.00</b>	<b>82,644.00</b>	<b>3,427.00</b>	<b>3,427.00</b>	<b>0.00</b>
<b>Parking Clerk</b>					
Personal Services	3,250.00	3,250.00	0.00	0.00	
Purchase of Services	8,825.00	6,250.00	2,575.00	2,575.00	
Materials and Supplies	300.00	0.00	300.00	300.00	
<b>TOTAL</b>	<b>12,375.00</b>	<b>9,500.00</b>	<b>2,875.00</b>	<b>2,875.00</b>	<b>0.00</b>
<b>Total Protection Persons &amp; Property</b>	<b>12,293,797.00</b>	<b>11,784,782.00</b>	<b>509,015.00</b>	<b>501,515.00</b>	<b>7,500.00</b>

Human Services					
				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Council on Aging</b>					
Personal Services	220,797.00	205,457.00	15,340.00	15,340.00	
Purchase of Services	5,600.00	3,692.00	1,908.00	1,908.00	
Materials and Supplies	12,600.00	5,528.00	7,072.00	7,072.00	
Mystic Valley Elder Service	6,275.00	6,275.00	0.00	0.00	
Capital Outlay	0.00	0.00	0.00	0.00	
<b>TOTAL</b>	<b>245,272.00</b>	<b>220,952.00</b>	<b>24,320.00</b>	<b>24,320.00</b>	<b>0.00</b>
<b>Health Department</b>					
Personal Services	60,816.00	60,586.00	230.00	230.00	
Purchase of Services	143,499.00	140,369.00	3,130.00	3,130.00	
Materials and Supplies	2,016.00	1,641.00	375.00	375.00	
Sundry Charges	50,187.00	50,187.00	0.00	0.00	
<b>TOTAL</b>	<b>256,518.00</b>	<b>252,783.00</b>	<b>3,735.00</b>	<b>3,735.00</b>	<b>0.00</b>
<b>Recreation</b>					
Personal Services	105,946.00	105,946.00	0.00	0.00	
<b>TOTAL</b>	<b>105,946.00</b>	<b>105,946.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Veterans' Department</b>					
Personal Services	18,389.00	18,388.00	1.00	1.00	
Recipients	170,000.00	130,141.00	39,859.00	39,859.00	
Purchase of Services	51,519.00	40,347.00	11,172.00	11,172.00	
Materials and Supplies	600.00	297.00	303.00	303.00	
Memorial Day	3,500.00	114.00	3,386.00	3,386.00	
Veterans Day	1,500.00	0.00	1,500.00	1,500.00	
<b>TOTAL</b>	<b>245,508.00</b>	<b>189,287.00</b>	<b>56,221.00</b>	<b>56,221.00</b>	<b>0.00</b>
<b>Total Human Services</b>	<b>853,244.00</b>	<b>768,968.00</b>	<b>84,276.00</b>	<b>84,276.00</b>	<b>0.00</b>

Public Works Dept.					
				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Personal Services</b>					
Personal Services Breakdown	3,760,097.00	3,733,359.00	26,738.00	26,738.00	
Administration	184,906.00	184,605.00	301.00	301.00	
Engineering	293,797.00	294,257.00	-460.00	-460.00	
Fleet Maintenance	335,445.00	323,680.00	11,765.00	11,765.00	
Buildings	730,278.00	695,352.00	34,926.00	34,926.00	
Forestry and Parks	866,394.00	836,170.00	30,224.00	30,224.00	
Cemetery	288,938.00	275,562.00	13,376.00	13,376.00	
Highway	1,131,409.00	1,194,803.00	-63,394.00	-63,394.00	
<b>TOTAL</b>	<b>3,831,167.00</b>	<b>3,804,429.00</b>	<b>26,738.00</b>	<b>26,738.00</b>	<b>0.00</b>
Less:					
Perpetual Care Income	37,066.00	37,066.00	0.00		
Park Trust Funds Available	4.00	4.00	0.00		
To Be Appropriated From The Sale of Lots Funds	34,000.00	34,000.00	0.00		
<b>TOTAL</b>	<b>3,760,097.00</b>	<b>3,733,359.00</b>	<b>26,738.00</b>	<b>26,738.00</b>	<b>0.00</b>
<b>Purchase Of Services</b>					
Purchased Service Breakdown	1,574,185.00	1,421,736.00	152,449.00	26,419.00	
Administration	24,100.00	23,736.00	364.00	364.00	
Engineering	133,150.00	135,506.00	-2,356.00	-2,356.00	
Fleet Maintenance	85,200.00	54,806.00	30,394.00	21,864.00	8,530.00
Buildings	790,735.00	718,042.00	72,693.00	2,693.00	70,000.00
Forestry and Parks	188,250.00	188,334.00	-84.00	-84.00	
Cemetery	17,700.00	16,441.00	1,259.00	1,259.00	
Highway	335,050.00	284,871.00	50,179.00	2,679.00	47,500.00
<b>TOTAL</b>	<b>1,574,185.00</b>	<b>1,421,736.00</b>	<b>152,449.00</b>	<b>26,419.00</b>	<b>126,030.00</b>
<b>Materials And Supplies</b>					
Material & Supplies Breakdown	700,524.00	606,156.00	94,368.00	94,368.00	
Administration	8,600.00	7,848.00	752.00	752.00	
Engineering	8,800.00	3,591.00	5,209.00	5,209.00	
Fleet Maintenance	249,474.00	222,494.00	26,980.00	26,980.00	
Buildings	126,100.00	110,478.00	15,622.00	15,622.00	
Forestry and Parks	131,850.00	116,365.00	15,485.00	15,485.00	
Cemetery	24,500.00	15,937.00	8,563.00	8,563.00	
Highway	151,200.00	129,443.00	21,757.00	21,757.00	
<b>TOTAL</b>	<b>700,524.00</b>	<b>606,156.00</b>	<b>94,368.00</b>	<b>94,368.00</b>	<b>0.00</b>

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
Sundry Charges					
Sundry Charges Breakdown	4,325.00	3,963.00	362.00	362.00	0.00
Administration	1,000.00	1,039.00	-39.00	-39.00	
Engineering	2,000.00	1,788.00	212.00	212.00	
Fleet Maintenance	325.00	318.00	7.00	7.00	
Buildings	250.00	243.00	7.00	7.00	
Forestry and Parks	300.00	115.00	185.00	185.00	
Cemetery	200.00	215.00	-15.00	-15.00	
Highway	250.00	245.00	5.00	5.00	
TOTAL	4,325.00	3,963.00	362.00	362.00	0.00
Capital Outlay	1,730,723.00	1,060,486.00	670,237.00	11,246.76	658,990.24
Administration	0.00	0.00	0.00	0.00	0.00
Engineering	195,000.00	5,275.00	189,725.00	0.00	189,725.00
Fleet Maintenance	556,773.00	536,201.00	20,572.00	1.00	20,571.00
Buildings	696,000.00	388,586.00	307,414.00	11,245.76	296,168.24
Forestry and Parks	192,950.00	90,424.00	102,526.00	0.00	102,526.00
Cemetery	0.00	0.00	0.00	0.00	0.00
Highway	90,000.00	40,000.00	50,000.00	0.00	50,000.00
TOTAL	1,730,723.00	1,060,486.00	670,237.00	11,246.76	658,990.24
<b>Total Public Works</b>	<b>7,769,854.00</b>	<b>6,825,700.00</b>	<b>944,154.00</b>	<b>159,133.76</b>	<b>785,020.24</b>
<b>Snow And Ice</b>	850,000.00	505,848.00	344,152.00	344,152.00	0.00

Public Works Enterprise					
				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Water Division</b>					
Personal Services	1,179,867.00	1,067,080.00	112,787.00	112,787.00	
Purchase of Services	417,231.00	377,150.00	40,081.00	40,081.00	0.00
Materials and Supplies	245,864.00	193,486.00	52,378.00	36,969.00	15,409.00
Sundry Charges	1,430.00	1,294.00	136.00	136.00	
Professional Medical Services	0.00	0.00	0.00	0.00	
Contributory Retire. Pensions	192,139.00	192,139.00	0.00	0.00	
Group Insurance	393,285.00	393,285.00	0.00	0.00	
Workers' Compensation Ins.	13,230.00	13,230.00	0.00	0.00	
General Insurance	20,760.00	20,760.00	0.00	0.00	
MWRA Water Assessment	2,591,683.00	2,586,876.00	4,807.00	4,807.00	
Admin Expense (P.S.)	63,900.00	63,900.00	0.00	0.00	
Capital Outlay	75,500.00	29,309.00	46,191.00	3,302.00	42,889.00
Maturing Debt	491,758.00	491,758.00	0.00	0.00	
Medicare	16,858.00	16,858.00	0.00	0.00	
<b>TOTAL</b>	<b>5,703,505.00</b>	<b>5,447,125.00</b>	<b>256,380.00</b>	<b>198,082.00</b>	<b>58,298.00</b>
<b>Sewer Division</b>					
Personal Services	813,922.00	558,222.00	255,700.00	255,700.00	
Purchase of Services	317,115.00	322,501.00	-5,386.00	-5,386.00	
Materials and Supplies	82,238.00	59,209.00	23,029.00	2,129.00	20,900.00
Sundry Charges	1,200.00	1,200.00	0.00	0.00	
MWRA Sewer Assessment	6,644,649.00	6,585,727.00	58,922.00	58,922.00	
Workers' Compensation Ins.	8,991.00	8,991.00	0.00	0.00	
General Insurance	0.00	0.00	0.00	0.00	
Professional Medical Services	1,250.00	1,250.00	0.00	0.00	
Contributory Retire. Pensions	152,581.00	152,581.00	0.00	0.00	
Group Insurance	274,062.00	274,062.00	0.00	0.00	
Admin Expense (P.S.)	63,900.00	63,900.00	0.00	0.00	
Capital Outlay	344,000.00	248,607.00	95,393.00	15,393.00	80,000.00
Maturing Debt	261,871.00	258,211.00	3,660.00	3,660.00	
Medicare	11,714.00	11,714.00	0.00	0.00	
<b>TOTAL</b>	<b>8,977,493.00</b>	<b>8,546,175.00</b>	<b>431,318.00</b>	<b>330,418.00</b>	<b>100,900.00</b>

Education					
				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>School Department</b>					
Personal Services	34,378,412.00	33,880,711.00	497,701.00	497,701.00	
Purchase of Services	5,834,332.00	5,529,946.00	304,386.00	-277,233.00	581,619.00
Materials and Supplies	1,809,004.00	1,769,843.00	39,161.00	-210,258.00	249,419.00
Sundry Charges	24,300.00	32,393.00	-8,093.00	-8,093.00	
<b>TOTAL</b>	<b>42,046,048.00</b>	<b>41,212,893.00</b>	<b>833,155.00</b>	<b>2,117.00</b>	<b>831,038.00</b>
Plus:					
Capital Outlay	146,725.00	146,710.00	15.00	15.00	
Less:					
Offset Receipts Bus Fees	115,000.00	115,000.00	0.00	0.00	
<b>Total School</b>	<b>42,077,773.00</b>	<b>41,244,603.00</b>	<b>833,170.00</b>	<b>2,132.00</b>	<b>831,038.00</b>
<b>Library Department</b>					
Personal Services	1,268,026.00	1,194,807.00	73,219.00	73,219.00	0.00
Purchase of Services	241,446.00	216,070.00	25,376.00	21,266.00	4,110.00
Materials and Supplies	220,319.00	220,317.00	2.00	2.00	0.00
<b>TOTAL</b>	<b>1,729,791.00</b>	<b>1,631,194.00</b>	<b>98,597.00</b>	<b>94,487.00</b>	<b>4,110.00</b>
Less:					
Library Trust Fund Income	41,956.00	41,956.00	0.00	0.00	
<b>TOTAL</b>	<b>1,687,835.00</b>	<b>1,589,238.00</b>	<b>98,597.00</b>	<b>94,487.00</b>	<b>4,110.00</b>
<b>Capital Outlay</b>					
<b>TOTAL</b>	<b>1,687,835.00</b>	<b>1,589,238.00</b>	<b>98,597.00</b>	<b>94,487.00</b>	<b>4,110.00</b>
<b>NE Met. Reg. Voc.</b>	<b>1,488,735.00</b>	<b>1,483,928.00</b>	<b>4,807.00</b>	<b>4,807.00</b>	
<b>Total Education</b>	<b>45,254,343.00</b>	<b>44,317,769.00</b>	<b>936,574.00</b>	<b>101,426.00</b>	<b>835,148.00</b>
<b>Unclassified</b>					
Street Lights	188,131.00	188,131.00	0.00	0.00	
Miscellaneous Town Council	26,125.00	24,130.00	1,995.00	1,995.00	
Historical Commission	2,000.00	1,194.00	806.00	806.00	
General Insurance	382,125.00	381,796.00	329.00	329.00	
Medicare	765,510.00	765,230.00	280.00	280.00	
Unemployment Insurance	85,000.00	51,163.00	33,837.00	8,256.00	25,581.00
Reserve Fund	300,000.00	174,100.00	125,900.00	125,900.00	
<b>Total Unclassified</b>	<b>1,748,891.00</b>	<b>1,585,744.00</b>	<b>163,147.00</b>	<b>137,566.00</b>	<b>25,581.00</b>

				Disposition Of Balance	
	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020	Transfer to Town Revenue	Encumbered Fiscal 2020
<b>Benefits &amp; Administration</b>					
Personal Services	171,943.00	171,943.00	0.00	0.00	
Workers' Compensation	517,587.00	517,505.00	82.00	82.00	
Professional Medical	13,650.00	12,328.00	1,322.00	1,322.00	
<b>Retirement System</b>					
Pension Accumulation Fund	4,951,783.00	4,944,509.00	7,274.00	7,274.00	
Non-Contributory Pension Fund	40,932.00	39,581.00	1,351.00	1,351.00	
Assessments, Non-Contributory	0.00	0.00			
Veterans Pension Fund	0.00	0.00			
<b>Total Benefits &amp; Admin.</b>	<b>5,695,895.00</b>	<b>5,685,866.00</b>	<b>10,029.00</b>	<b>10,029.00</b>	<b>0.00</b>
<b>Contributory Group Health &amp; Life Insurance</b>					
Town & School Appropriation	11,470,725.00	10,926,632.00	544,093.00	529,093.00	15,000.00
<b>Total Group Insurance</b>	<b>11,470,725.00</b>	<b>10,926,632.00</b>	<b>544,093.00</b>	<b>529,093.00</b>	<b>15,000.00</b>

Town of Wakefield Fiscal 2020 Summary					
	Appropriation	Expenditure	Balance	Transfer to Revenue	Encumbered
General Government	2,550,972.00	2,392,435.00	158,537.00	154,687.00	3,850.00
Protection of Persons & Property	12,293,797.00	11,784,782.00	509,015.00	501,515.00	7,500.00
Human Services	853,244.00	768,968.00	84,276.00	84,276.00	0.00
Public Works Department	7,769,854.00	6,825,700.00	944,154.00	159,133.76	785,020.24
Education	45,254,343.00	44,317,769.00	936,574.00	101,426.00	835,148.00
Unclassified	1,748,891.00	1,585,744.00	163,147.00	137,566.00	25,581.00
Benefits & Admin.	5,695,895.00	5,685,866.00	10,029.00	10,029.00	0.00
Group Insurance	11,470,725.00	10,926,632.00	544,093.00	529,093.00	15,000.00
<b>TOTAL</b>	<b>87,637,721.00</b>	<b>84,287,896.00</b>	<b>3,349,825.00</b>	<b>1,677,725.76</b>	<b>1,672,099.24</b>
<b>Snow &amp; Ice</b>	<b>850,000.00</b>	<b>505,848.00</b>	<b>344,152.00</b>	<b>344,152.00</b>	<b>0.00</b>
<b>Enterprise Funds</b>				Balance	Encumbered
Water Enterprise Fund	5,703,505.00	5,447,125.00	256,380.00	198,082.00	58,298.00
Sewer Enterprise Fund	8,977,493.00	8,546,175.00	431,318.00	330,418.00	100,900.00

Article Summary Fiscal 2020					
Dept.	Meeting Ref.	Description	Appropriation Fiscal 2020	Expenditure Fiscal 2020	Balance Fiscal 2020
DPW	5/2/2019	Eminent Domain Proceed	1.00	0.00	1.00
DPW	5/2/2019	Roadway Improvements	750,000.00	617,592.00	132,408.00
DPW	5/2/2019	New Sidewalks	125,000.00	74,110.00	50,890.00
DPW	5/2/2019	Trash Disposal	1,996,000.00	1,776,308.00	219,692.00
DPW	5/2/2019	North Ave Garage Repairs	500,000.00	94,032.00	405,968.00
DPW	5/2/2019	DPW Facilities Feasibility Study	100,000.00	0.00	100,000.00
DPW	5/2/2019	Grafton Street Drainage	1,350,000.00	0.00	1,350,000.00
DPW	5/2/2019	Sand Filters - Broadway	125,000.00	0.00	125,000.00
DPW	5/2/2019	Flanders Lane Betterment	68,000.00	0.00	68,000.00
DPW	4/29/2019	Main Street Upgrade Phase 2	390,000.00	178,815.00	211,185.00
DPW	4/29/2019	Blatz Field	200,000.00	129,700.00	70,300.00
DPW	4/29/2019	Fire Pumper Truck	700,000.00	0.00	700,000.00
Police Fire	4/29/2019	Fire Indemnification	20,000.00	11,195.00	8,805.00
School	4/29/2019	Medicaid Reimbursement	10,000.00	3,184.00	6,816.00
DPW	11/18/2019	Rail Trail Project	348,000.00	0.00	348,000.00
DPW	11/18/2019	Greenwood School Feasibility	102,800.00	80,518.00	22,282.00
Sewer	11/1/2019	Sewer Enterprise	425,000.00	425,000.00	0.00
<b>Total</b>			<b>7,209,801.00</b>	<b>3,390,454.00</b>	<b>3,819,347.00</b>

Reserve Fund Transfer Analysis Fiscal 2020		
Available Fiscal 2020		\$300,000.00
Voted June 25, 2020		
Legal	Expense: Outside Legal Services	38,850.00
Legal	Expense: Legal Library	6,850.00
Animal Control	Salaries	3,000.00
Insurance Premiums	Expense	14,800.00
Workers Comp	Expense	36,800.00
Vocational Schools	Expense	47,000.00
Unemployment	Expense	10,000.00
Board of Appeals	Expense	1,500.00
Professional Medical	Expense	5,300.00
Medicare	Expense	10,000.00
<b>Total Requested</b>		<b>174,100.00</b>
<b>Remaining Balance</b>		<b>125,900.00</b>

Massachusetts Department of Revenue, Division of Local Services					
Bureau of Accounts ~ Automated Statement of Indebtedness					
City/Town/District of: Wakefield					FY 2020
Long Term Debt Inside the Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Buildings	1,768,000.00		625,000.00	1,143,000.00	58,921.00
Departmental Equipment	1,322,050.00		65,350.00	1,256,700.00	89,392.00
School Buildings	6,192,400.00		52,400.00	6,140,000.00	341,738.00
School - All Other				0.00	
Sewer	713,266.00	188,398.00	176,615.00	725,049.00	2,727.00
Solid Waste				0.00	
Other Inside	4,876,050.00		421,200.00	4,454,850.00	178,808.00
SUB - TOTAL Inside	\$14,871,766.00	\$188,398.00	\$1,340,565.00	\$13,719,599.00	\$671,586.00
Long Term Debt Outside Debt Limit	Outstanding July 1, 2019	+ New Debt Issued	- Retirements	= Outstanding June 30, 2020	Interest Paid in FY2020
Airport				0.00	
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings	37,264,500.00		2,660,050.00	34,604,450.00	1,337,790.00
Sewer				0.00	
Solid Waste				0.00	
Water	3,229,750.00		592,500.00	2,637,250.00	33,807.00
Other Outside	48,290.00		10,335.00	37,955.00	606.00
SUB - TOTAL Outside	\$40,542,540.00	\$0.00	\$3,262,885.00	\$37,279,655.00	\$1,372,203.00
<b>TOTAL Long Term Debt</b>	<b>\$55,414,306.00</b>	<b>\$188,398.00</b>	<b>\$4,603,450.00</b>	<b>\$50,999,254.00</b>	<b>\$2,043,789.00</b>
Short Term Debt	Outstanding July 1, 2019	+ Issued	- Retired	= Outstanding June 30, 2020	Interest Paid in FY2020
RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:					
Buildings				0.00	
School Buildings				0.00	
Sewer				0.00	
Water	250,000.00	250,000.00	250,000.00	250,000.00	5,210.00
Other BANs	200,000.00	700,000.00	200,000.00	700,000.00	5,684.00
SANs - State Grant Anticipation				0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt				0.00	
<b>TOTAL Short Term Debt</b>	<b>\$450,000.00</b>	<b>\$950,000.00</b>	<b>\$450,000.00</b>	<b>\$950,000.00</b>	<b>\$10,894.00</b>
<b>GRAND TOTAL All Debt</b>	<b>\$55,864,306.00</b>	<b>\$1,138,398.00</b>	<b>\$5,053,450.00</b>	<b>\$51,949,254.00</b>	<b>\$2,054,683.00</b>

**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.

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**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.

# IMPORTANT PHONE NUMBERS

## Emergency

Police, Fire, Ambulance, or Rescue Inhalator ..... 9-1-1

## 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
Information Technology .....	781-246-6498
Municipal Gas and Light Department.....	781-246-6363
Parking Clerk .....	781-246-6330
Police Department (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