



# TOWN OF WAKEFIELD

TOWN COUNCIL

MEETING MINUTES  
March 14<sup>th</sup>, 2022 | 7:00 p.m.

**Call to Order:** Julie Smith-Galvin called the meeting to order at 7:00 p.m.

**Pledge of Allegiance:** Julie Smith-Galvin led the body in the reciting of the Pledge of Allegiance.

**Attendance:** Julie Smith-Galvin, Chair; Mehreen N. Butt, Vice-Chair; Jonathan P. Chines; Anne P. Danehy; Edward F. Dombroski, Jr.; Michael J. McLane and Ann McGonigle Santos.

**Administration Present:** Sherri A. Dalton, Town Council Clerk and Stephen P. Maio, Town Administrator.

**Town Counsel Present:** Thomas A. Mullen.

**Public Engagement:** There was no public engagement.

**Approval of Minutes:** Mehreen N. Butt motioned to approve the February 28<sup>th</sup>, 2022 Town Council Executive Session meeting minutes as proposed. Ann Santos seconded. Motion passed 7-0-0 by roll call vote. Mehreen N. Butt motioned to approve the February 28<sup>th</sup>, 2022 Town Council meeting minutes as proposed. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**The Scholarship Foundation of Wakefield:** Representatives of The Scholarship Foundation of Wakefield requested the week of March 13<sup>th</sup> through March 19<sup>th</sup> be declared "The Scholarship Foundation of Wakefield Phonathon Week". Mehreen N. Butt so motioned. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**Tax Increment Financing:** The Town Council discussed a Tax Increment Financing proposal for Nanoramic, a company that is moving to Audubon Road. Under this proposal, the Town will defer property taxes on the value of the improvements that company is making to their building for a period of five-years. The tax deferred revenue is approximately \$38,000.00. The proposal states that Nanoramic shall create 60 new, permanent, full-time jobs at the property over a five-year period and plans to use reasonable efforts to give priority to qualified Wakefield residents. Mehreen N. Butt motioned to approve the Tax Increment Financing Agreement as proposed. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote. The proposal now needs to be approved at the Annual Town Meeting in May 2022.

**Fiscal Year 2023 Budgets:** Town Accountant Gill presented the following budgets along with Department of Public Works Director Conway. Finance Committee Subcommittee Chair Sullivan recommended favorable action. Mehreen N. Butt motioned to approve Budget #29 Department of Public Works in the amount of \$6,657,369.00; Budget #30 Snow & Ice in the amount of \$850,000.00; Budget #31 Sewer in the amount of \$9,130,721.00; Budget # 32 Water in the amount of \$6,182,000.00 as proposed. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.



**Annual Town Meeting DPW Warrant Articles:** Mehreen N. Butt motioned to approve the Eminent Domain Annual Town Meeting Warrant Article in the amount of \$1.00 from Tax Levy as presented. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote. Mehreen N. Butt motioned to approve Refuse/Recycling/Yard Waste Annual Town Meeting Warrant Article from Tax Levy in the amount of \$2,292,046.00. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote. Mehreen N. Butt motioned to approve the Harts Hill Water Tank Design and Construction Warrant Article to borrow the amount of \$5,000,000.00 to be paid from water receipts. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote. Mehreen N. Butt motioned to approve the Town Wide Drainage Reconstruction Warrant Article to borrow the amount of \$900,000.00. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote. Mehreen N. Butt motioned to approve the Broadway MBTA Train Signal Improvement Project Warrant Article to borrow up to the amount of \$2,000,000.00. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**Committee Updates:** Conservation Commission Chair Luciani highlighted webinars produced by the Commission preventing light pollution and promoting bioretention systems to reduce stormwater runoff. Planning Board Chair Lowry and board member Spaulding talked about developing of the Master Plan; the proposed zoning changes that will be presented at the Annual Town Meeting in May; efforts to update Wakefield's subdivision and street name regulations. Zoning Board of Appeals Chair Hatfield reviewed the 23 applications that their board has reviewed; highlighted Crescent Commons project as how the approval process works; and highlighted the need for a comprehensive review of Wakefield's Zoning By-laws once a new Master Plan is completed. The Town Council reviewed and approved an interview process for applicants to the Zoning Board of Appeals. The interviews will be conducted by Chair of the Town Council or designee; Chair of the Zoning Board of Appeals or designee and the Community and Economic Development Director to incumbents and new applicants. Town Counsel Mullen drafted 7 questions as part of the interview process. Ann Santos motioned to approve a three-member committee to interview candidates for the Zoning Board of Appeals comprised of Chair of the Town Council or designee; Chair of the Zoning Board of Appeals or designee and Community and Economic Development Director and to leverage Town Counsel Mullen's guide. Mehreen N. Butt seconded. Edward F. Dombroski amended the motion to adopt the Zoning Board of Appeals (ZBA) Candidate Interview Special Committee document. Ann Santos asked to strike "due consideration" from the document. The Town Council Chair or designee will be the Chair of the Committee. Motion passed 7-0-0 by a roll call vote.

**American Rescue Plan Act:** Town Administrator Maio presented an overview of potential uses for the funding from the federal funds. The Council did not make any decisions but asked for a monthly review to begin discussions for specific ideas for these funds.

**Appointment:** Mehreen N. Butt motioned to appoint Phillip Sordillo as the Electrical Inspector for vacation/sick replacement. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**383 Water Street Update:** Town Administrator Maio updated the Council on the housing situation at 383 Water Street. 128 Electric will be working on the house next week to make it livable and is hoping that in 2-weeks the resident will be back in the house. The property clean-up update will be 2-weeks.

**Town Owned Land:** Edward F. Dombroski, Jr. motioned to designate the town owned land on Woodland Avenue as conservation land. Ann Santos seconded. After discussion the Town Council tabled the request for further discussion.

Mehreen N. Butt left the meeting.

**Settlement:** Town Council Mullen gave a brief overview regarding the proposed settlement with the Distributors and Janssen/J&J regarding opioid litigation. The Town of Wakefield would receive \$444,000.00 over 18-years and can only be used for opioid prevention, education and treatment. Ann Santos motioned to authorize the Town Council chair to execute the Settlement Participation forms as proposed. Jonathan P. Chines seconded. Motion passed 6-0-0 by a roll call vote.

Mehreen N. Butt rejoined the meeting.

**MBTA Investment Plan:** Mehreen N. Butt motioned to draft a letter to the MBTA in support of accessibility upgrades and to authorize the Town Council chair to sign the letter. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**Application:** Ann Santos motioned to approve the renewal of a Second-Hand Dealer license for Wakefield Gold & Silver Exchange located at 364 Main Street. Mehreen N. Butt seconded. Motion passed 7-0-0 by a roll call vote.

**Donation:** Mehreen N. Butt motioned to accept and expend a gift or gifts to the Library in the amount of \$520.00 from various donor with thanks. Ann Santos seconded. Motion passed 7-0-0 by a roll call vote.

**Announcements:** Jonathan P. Chines: this Thursday there will be a public forum about the Wakefield High School building project via Zoom at 7:00 p.m. Mehreen N. Butt: recognized the Human Rights Commission regarding the International Women's Day panel; Community Garden plots applications are being accepted through April 1<sup>st</sup>; thank you to the Conservation Commission, Planning Board and Zoning Board of Appeals for their updates tonight. Since those Boards do not have a liaison, Julie Smith-Galvin asked Michael J. McLane to be the liaison to the Zoning Board of Appeals; would like to discuss environmental rules that companies should be following.

**Matters Not Anticipated for Agenda:** Next meeting the Town Meeting date needs to be changed.

**Adjournment:** Mehreen N. Butt motioned to adjourn at 11:14 p.m. Ann Santos seconded. Motion passed 7-0-0 by roll call vote.

Respectfully submitted,



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Sherri A. Dalton  
Town Council Clerk