



# TOWN OF WAKEFIELD

TOWN COUNCIL

MEETING MINUTES  
August 1<sup>st</sup>, 2022 | 7:00 p.m.

**Call to Order:** Mehreen N. Butt called the meeting to order at 7:00 p.m.

**Pledge of Allegiance:** Mehreen N. Butt led the body in the reciting of the Pledge of Allegiance.

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

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

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

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

**Approval of Minutes:** Jonathan P. Chines motioned to approve the July 11<sup>th</sup>, 2022 Town Council meeting minutes as proposed. Julie Smith-Galvin seconded. Motion passed 7-0-0.

**Voting Rights Act Presentations:** Town Clerk Sheeran stated her office is ready for the upcoming Primary Election in September and the Election in November. Jonathan P. Chines moved that the Town Council after consultation with its chief election officer namely the Town Clerk hereby directs that a sufficient number of Police Officers be assigned to each polling place for every election. The exact number to be determined at the discretion of the Town Clerk after consultation with the Chief of Police. Julie Smith-Galvin seconded. Motion passed 7-0-0.

**Updates:** The following updates were provided by Community and Economic Development Director Kokinda: **Master Plan:** last summer the process of Wakefield Master Plan 2033 began by officially hiring Metropolitan Area Planning Council as the Master Plan consultant. In September nominations were open for an Advisory Group and by October the Planning Board had nominated around 25 people to be part of the Advisory Group. Three Advisory Group meetings took place where surveys were reviewed followed by two public meetings. The first public meeting took place April 6, 2022 via Zoom and discussed the first two of eight topics: Land Use & Zoning and also Open Space & Recreation. A survey for the general public opened after the first meeting and 380 completed responses were received. The second public meeting took place June 26, 2022 via Zoom and discussed the third and fourth topics of eight: Historical/Cultural Resources and also Housing. The second survey is open and will close August 2<sup>nd</sup>, 2022. To date between 400-500 responses have been received not all have been completed responses. Our next Advisory Group meeting will take place in September and the next public meeting will take place in October/November for the last four topics: Transportation/Circulation; Public Facilities; Town Services and Infrastructure; Sustainability and Climate and Economic Development. The Plan will hopefully be ready for approval by the Planning Board by next summer. **Tourism Grant:** this April, the Town of Wakefield received a \$45,000 grant from the Massachusetts Office of Travel & Tourism through their Travel and Tourism Recovery Grant program. The grant proposal submitted



highlighted ways the Town of Wakefield could capitalize on tourism from Lake Quannapowitt to support our small business community. Through the grant, a Wakefield-based Public Relations/Marketing firm, Kevin York Communications, was hired to be the consultant. The campaign "Wakefield-Everything You Need Within Your Reach" includes a video marketing campaign which will be shared through various social media channels and shared to local real estate companies, property managers, etc. Three of four videos highlight a 'Day in the Life of Wakefield,' and the fourth video is a video trailer of our Wakefield's small business community.

Scavenger Hunt: Another initiative through this marketing campaign is a Wakefield Scavenger Hunt which will take place on September 17, 2022. This a great and fun way to introduce people to the Wakefield small business community. The design process of the scavenger hunt will include clues and locations that would lead participants through a tour of Wakefield utilizing businesses that agree to participate as locations. More information will be available in the next couple of weeks.

Discover Wakefield Sign Series: Lake Quannapowitt brings visitors to town every day to run or walk the lake. Having these visitors as our captive audience that can promote Wakefield. The consultant proposed developing an installation of yard signs to place periodically around the lake that contain 'Did You Know' messages about Wakefield and should be rolled out in the next week or two. These messages will highlight our small businesses with unique facts about the Town. Proposed signs will be on private property but are flexible in what works best for the community. The following updates were provided by Town Administrator Maio.

Fit Court: after a few neighborhood meetings, installation of the Fit Court will take place at the back where the basketball court and tennis courts are. An Eagle Scout candidate would like to beautify the entrance at the Albion Street side as his project. Plans for a Street Hockey Rink are being worked in as well and later on possible bocce courts. The Council stressed the need to keep green space.

Pickleball Courts: could open and be accessible to the public as soon as next week. New fencing and gates would be in place around the courts by the end of the day Tuesday August 2<sup>nd</sup> and crews are scheduled to paint lines on the courts on Thursday August 4<sup>th</sup>, weather permitting. The courts will be striped for tennis but the focus will be on pickleball. The facility will likely be play ready by next week. The Council would like an official ribbon cutting.

State Budget: Wakefield's portion of State Aid that has been approved and signed by the Governor is about \$10.2 million which is about \$1 million higher than last year due to the increase in Chapter 70. Earmarks within the budget is a bathroom at Lake Quannapowitt and the creation of an Environmental Science Lab at the Boys and Girls Club.

Remote Meetings: have been extended through March 31, 2023. Additional locations are being planned within Wakefield town buildings with Zoom capabilities for hybrid meetings.

200-400 Quannapowitt Parkway: has been approved by the Zoning Board of Appeals and the Conservation Commission for 440 units with 79 being affordable; 274 are either one-bedroom or studio; 144 two-bedroom and 22 three-bedroom. The site has 702 parking spaces with 23 additional spots at the head of the lake and 49 visitor parking spaces. There are \$3.8 million dollars' worth of amenities to the Town with \$1.75 million for improvements to Quannapowitt Parkway; \$600,000.00 for future roadway mitigation; \$1.3 million for Lake Quannapowitt water improvement; \$226,00.00 to the infiltration fund; 9.3 acres Preservation Plan that will be acceptable to Town Counsel to keep that area green; a recreational pathway; a public amenity area with Wi-Fi and a bathroom; a public safety office for the Wakefield Police Department; a restaurant with parking; a shuttle system.

**Appointments:** Jonathan P. Chines motioned to advertise for an associate member to the Conservation Commission with a three-year term expiring April 2025. Julie Smith-Galvin seconded. Motion passed 7-0-0.

**Announcements:** Jonathan P. Chines: there is an ice cream social at the Hartshorne House on Thursday from 6:00 p.m. until 8:00 p.m.; Wakefield Summer Band concert series is next Friday; tickets are on sale for the Sweetser Lecture Series; thank you to the Library for the cooling centers. Julie Smith-Galvin: thank you to everyone involved with the Safe Streets event; there is another solar system up

at the Water Department facility. Edward F. Dombroski, Jr.: Movies on the Lake series continues Thursday. Robert E. Vincent II: August 5<sup>th</sup> is Purple Heart Day. Anne P. Danehy: survey for the Master Plan is on the website. Town Administrator Maio: Warrior Club Golf Tournament is Monday August 8<sup>th</sup> at Thompson Country Club; Congressman Moulton will be in Town tomorrow to give a press conference regarding the \$1.25 million dollar grant the Town received through the Federal Government for the installation of quad-gates at the Broadway Crossing. Mehreen N. Butt: Summer Newsletter is on the website.

**Matters Not Anticipated for Agenda:** There were no matters unanticipated.

**Adjournment:** Jonathan P. Chines motioned to adjourn at 8:36 p.m. Julie Smith-Galvin seconded. Motion passed 7-0-0.

Respectfully submitted,



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Sherri A. Dalton  
Town Council Clerk