



## WAKEFIELD TOWN COUNCIL

Thursday, May 30, 2019

7:00 P.M.

WCAT - 24 Hemlock Road, Wakefield, MA. 01880

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### COUNCIL MEMBERS PRESENT:

Councilor Mehreen N. Butt  
Councilor Jonathan P. Chines  
Councilor Paul R. DiNocco  
Councilor Edward F. Dombroski, Jr.,  
Chairperson  
Councilor Peter J. May  
Councilor Julie Smith-Galvin  
Councilor Ann McGonigle Santos, Vice-  
Chairperson

### ADMINISTRATION PRESENT:

Town Administrator Stephen P. Maio  
Town Counsel Thomas Mullen

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### ----- TOPICS OF DISCUSSION -----

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| <b>Call to Order</b>                     | Councilor Dombroski called the meeting to order at 7:00 p.m. and led the body in the reciting of the Pledge of Allegiance.  |
| <b>Attendance</b>                        | Councilor Dombroski noted that all Town Councilors were present.  |
| <b>Approve of Minutes – May 13, 2019</b> | Councilor DiNocco motioned to approve the May 13, 2019 Minutes as presented. Councilor Santos seconded. Motion passed 7-0-0.  |
| <b>Public Engagement</b>                 | There was no public engagement.   |
| <b>Chairman's Comments</b>               | After meeting personally with each member of the Town Council, Councilor Dombroski outlined his forty (40) priorities as "Wakefield 2020 Vision" for the upcoming year. The priorities, in no particular order, are Infrastructure, Taxes, Buildings & Facilities, Community/Outreach, Economy & Financials, Development, Community, Operations, Social Supports & Community Wellness and Collaborations. He noted that this is not a closed list of items and that it will be ever-evolving. Councilor Chines stated that he wants to make the public aware the Town Council has not yet met to discuss this list. Councilor Dombroski replied that he has reached out to every Town Councilor for ideas and expected the Council to further meet to discuss prioritization and plans to execute on the initiatives. |
| <b>Constituent Issues</b>                | <p>Councilor May commented that the DPW has been made aware of the vibration issue with the road work that has been done on Lowell Street and that it is being addressed.</p> <p>Councilor DiNocco stated that the double set of trains between the hours of 7:20 a.m. and 8:20 a.m. are creating safety issues and massive backups on the west side.</p>   |

**Notice of Events**

Representatives of the Hartshorne House presented information on the upcoming breakfast fundraiser on June 4, 2019 from 7:00 a.m. until 11:00 a.m. at the Crystal Community Club. They also presented the date for their ice cream social on August 8, 2019.

The Wakefield Center Neighborhood Association is hosting Festival by the Lake on June 8, 2019 with a rain date of June 9, 2019.

**Licenses & Permits**

Councilor Smith-Galvin motioned to approve the Class II renewal application for Precision Auto Works located at 1 Melvin Street Extension, Unit A Rear. Councilor Santos seconded. Discussion ensued with Councilors Smith-Galvin and Chines asking the Town Council at a future meeting to think about policy and process along with late fees for applicants. Councilor Dombroski commented on the property's storefront not being maintained as a future condition of approval. Motion passed 7-0-0.

Councilor Santos motioned to approve the Pony Shack Cider, Inc. license application for a liquor license at the Farmer's Market. Councilor DiNocco seconded. Councilor Butt questioned the fee for the license and whether it was for a one day or for the season. The license is for the same time frame as the Farmer's Market. Motion passed 7-0-0.

**Assignments & Appointments**

Councilor Santos motioned to approve the one-day liquor application for Lisa Cashins for a private event at the Americal Civic Center on June 15, 2019 from 11:30 a.m. until 5:00 p.m. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor Dombroski appointed the Town Councilors to the following liaison positions through May 2020: Councilor May – Department of Public Works; Councilor Galvin-Smith – Municipal Gas & Light Department; Councilor Chines – School Department; Councilor DiNocco – Police Department; Councilor Santos – Fire Department; Councilor Butt – Arts and Culture; Councilors Santos and DiNocco – Community Planning and Economic Development; Councilor Butt – Social Services; Councilors Smith-Galvin and May – Communications.

Councilor Dombroski appointed Councilor DiNocco to review and sign the Town Warrants and to report back to the Town Council, for term through May 2020.

**Updates**

Town Administrator Maio provided the Council with information on the search process for a new Director of Public Works. He stated that the position will be advertised in the Massachusetts Municipal Association, Indeed, American Public Works Association, Town website and social media. A screening committee will be established to review the applications with the expectation of 3-5 applicants brought forth to Town Administrator Maio for review and interview. The committee will be comprised on the Human Resource Director, Content and Communications manager, Chief Information's Officer, Building Inspector, Buildings and Grounds supervisor of the School Department, Library Director, a designee of the Environmental

Committee, a designee of the Permanent Building Committee, a designee of the Advisory Board of Public Works. Public input will be sought out. Interviews are expected to start by the end of June. Councilor Chines suggested having public feedback on what is currently working well with the DPW and what is not.

**Presentations  
& Action  
Items**

Councilor Chines motioned to approve the Farmer's Market contract as proposed. Councilor DiNocco seconded. Discussion ensued with Councilor Smith-Galvin questioning the length of the contract and suggested a three year contract instead of a one year. Councilor Dombroski stated that the proposed contract is for a one year but it is worth exploring going forward.

**Flying of Flag  
Request**

Frankie Lawton and Benny Wheat, representatives of the Wakefield Human Rights Commission, presented a request to fly the Pride Flag outside of the Americal Civic Center for either a week in June or for the month of June for Pride month. A content-neutral Flag policy will be draft. Councilor Smith-Galvin motioned to approve the request to fly the flag for the month of June. Councilor DiNocco seconded. Councilor DiNocco would be in favor of flying the flag for one week, rather than the month. Councilor Santos would like it to be for the month since June is Pride Month. Councilor Butt stated that the request from the Human Rights Commission was for the month of June and if that is not an option then for one week in June. She also suggested that next year there be a flag raising ceremony to make it an actual celebration. Motion passed 6-1-0 with Councilor DiNocco voting against the motion.

**Informational  
Kiosks**

Representatives of Main Streets provided an update relative to the kiosks that they have donated to the Town and that are being installed on Main Street and around the Lake. The provided copies of the proposed map to go on the front of the three (3) standard kiosks. The back of the kiosks will have an area to post community events. The digital kiosks will be loaded with an SD card that Main Streets will initially provide. Councilor Chines asked what kind of information and who approves what will be on the kiosks. It needs to be a Town event with Town Hall approval. Councilor Dombroski raised concerns regarding the audio being played from the digital kiosk on the Lower Common. There will be a policy and it should be presented at the next Town Council meeting.

**2019 Hazard  
Mitigation  
Plan**

Representatives of the Department of Public Works presented an overview of the updated draft report of the 2019 Hazard Mitigation Plan. The plan was created to assist the town in mitigating losses from natural hazard events and identify areas of potential improvement. Councilor Santos noted that there is a church and a pharmacy not included in the report. There is a survey online that 76 people have already taken and the survey will be available for another week. The Town Council urged residents to take part in the survey. Councilor DiNocco asked about funding and how it will work. The Town and the Light Department has already worked on many of the actions identified as potential mitigation actions. Councilor Chines asked that the representatives come back to the Town Council with updates on the 14 identified actions. The report needs to go to MEMA but the Town Council can approve before MEMA

grants conditional approval. Councilor Dombroski asked the DPW to return with a final plan for Town Council approval. Councilors agreed for the representatives to come back to the next Town Council meeting with the final document for the Town Council to approve and then forward to MEMA.

**Matters Not Anticipated for Agenda**

Councilor DiNocco – Relay for Life needs a Council representative; flower pot is missing downtown – Town Administrator to look in to it

Councilor Chines – requested Chief Skory to be at the next meeting to address the hate incident

**Announcements & Acknowledgements**

Councilor Chines – thank you to Town Administrator and DPW for helping locate space at the Hurd School for the books that the Friends of Beebe Library have; congratulations to the Friends of Lake Quannapowitt on their Annual Meeting

Councilor Smith-Galvin – Light Department has a Solar Rebate Program; congratulations to the Class of 2019; congratulations to everyone celebrating the Muslim holiday next week; congratulations to Chief Skory and Chief Smith

Councilor Butt – State and Senate are going through their budgets and thank you to Senator Lewis for two earmarks - \$50,000.00 for the community garden and \$50,000.00 to explore solar within Wakefield and is hoping that a letter from the Town will be written in support of those earmarks

Councilor May – June 8, 2019 is recycling at St. Florence; the official swearing in of Chief Skory is 9:00 tomorrow at Town Hall; the annual library Book Sale is Friday and Saturday

Councilor Santos – congratulations to the high school graduates and thank you to the post prom volunteers

Councilor Dombroski – thank you to Chief Smith; Wakefield is in good hands with Chief Skory; for everyone watching the meetings the email addresses are now listed under the names of each Councilor; seating will be changing at every meeting; Nahant Street Pit is open every Saturday, every 2<sup>nd</sup> and 4<sup>th</sup> Sunday and every Wednesday

**Adjournment**

At 9:23 p.m. Councilor DiNocco motioned to adjourn. Councilor Santos seconded. Motion passed 7-0-0.

**Next Council Meeting**

The next regular Town Council meeting is June 10, 2019 at 7:00 p.m. at WCAT Studio – 24 Hemlock Road

Respectfully submitted,



Sherri A. Dalton, Executive Assistant