



WAKEFIELD TOWN COUNCIL

Monday, August 5, 2019

7:00 P.M.

WCAT - 24 Hemlock Road, Wakefield, MA. 01880

COUNCIL MEMBERS PRESENT:

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

ADMINISTRATION PRESENT:

Clerk Sherri A. Dalton
Town Administrator Stephen P. Maio

ADMINISTRATION ABSENT:

Town Counsel Thomas Mullen

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

Call to Order	Councilor Dombroski called the meeting to order at 7:00 p.m. and Boy Scout Jimmy Crump led the body in the reciting of the Pledge of Allegiance.
Approve of Minutes – July 15, 2019	Councilor DiNocco motioned to approve the July 15, 2019 Minutes as presented. Councilor May seconded. Motion passed 6-0-1 with Councilor Dombroski abstaining.
Public Engagement	<p>Julie Scott of 226 Main Street addressed the Town Council regarding the adoption of the Lake Bench and Structure Policy. She is concerned that the policy will not be followed regarding agenda Item 13 – Kiosks and would like an explanation if it is not followed.</p> <p>Daniel Lieber of 1 Elm Street addressed the Town Council and thanked them for publishing the Town Council packet on the website. He also suggested the plaques for the kiosks should be limited to Wakefield Main Streets as the actual structures were received from them and not other vendors. A further recommendation was made to seek counsel on adding components if others will be on the plaques.</p>
Eagle Scout Project	Councilor DiNocco motioned to approve the trail restoration from JJ Round Park to Holland Road as presented by Boy Scout Jimmy Crump. Proposed signage to be forwarded to the Town Council for approval. Councilor Santos seconded. Motion passed 7-0-0. The trail which runs from JJ Round parking lot and ends on Holland Road is .75 miles long and is currently in rough condition. The proposed restoration will include a thorough raking and digging into the trail to make it more defined. All of the deadfall will be cut out and lined with the deadfall making the trail defined the whole way through. Signage will also be added at the JJ Round parking lot with a map of the trail and information. A small trail sign will be added on Holland Road pointing to the trail from the side of the road.

**Licenses –
Class II**

Councilor May motioned to approve the application request of Modern Collision Center, Inc. located at 57-61 New Salem Street as presented by Attorney Brian McGrail. Councilor DiNocco seconded. Motion passed 7-0-0. The applicant is seeking a license not limited to whole transactions. The Wakefield Board of Appeals granted a Special Permit and Site Plan Approval allowing for the display, sale and/or lease of motor vehicles at the property. The Special Permit was granted with the following condition that there shall be no more than three (3) motor vehicles being offered for sale or lease on the property at any time and they must be displayed in one (1) of the sixteen (16) parking spaces designated to the petitioner as shown on the Site Plan.

**Water Street
Easement and
Parking Space
Improvement**

Councilor May motioned to approve the Water Street easement to the Town of Wakefield for the sidewalk at 205-209 Water Street and three (3) parking spaces on Valley Street as presented by Attorney Brian McGrail. Councilor Santos seconded. Councilor Smith-Galvin amended the motion by adding the words public parking to the three (3) parking spaces on Valley Street. Councilor Chines seconded. Motion passed 7-0-0. The applicant was granted a Special Permit and Site Plan approval from the Wakefield Board of Appeals allowing the self-storage warehouse at the property conditioned on the addition of three (3) parking spaces on Valley Street and an easement to the Town of Wakefield for the sidewalk.

**Constituent
Issues**

Councilor May received a request for resident parking stickers on Albion Street going from North Avenue towards Stoneham. He has also heard from many west side residents regarding the construction of new developments. They are requesting the Zoning Board of Appeals to change their ways and not rubber stamp the approval process. Councilor Dombroski requested the Traffic Advisory Committee review the resident parking sticker situation on Albion Street and suggested to have a joint meeting with the Zoning Board of Appeals at a future Town Council meeting.

Councilor DiNocco has been contacted by several business owners since parking enforcement has started expressing safety concerns with walking to remote designated parking areas at night. He suggested to address their concerns in writing and have them sent to the Town Administrators office.

Councilor Chines received feedback from residents regarding the Common Street one-way issue and process that the Town Council followed. The process that has been laid out with the Envision project and everyone has done a good job with getting the community involved but when future issues and future recommendation come up he wants to make sure the council follows a process.

**Chairman's
Comments**

Councilor Dombroski briefly spoke on the June 27, 2019 Finance Committee meeting. A Finance Committee member presented a PowerPoint presentation suggesting to flip the budget process so that the Finance Committee presented the budgets to the Town Council. That change will require a change to the town's Charter and the town's By-Laws. Councilor Dombroski suggested to the Finance Committee on having a tri-board

meeting at the beginning of the budget process to include the Town Council, School Committee and the Finance Committee. Finance Committee members were very receptive to the idea. Another idea was to bring the Finance Committee liaisons in to the budget process early on. The Finance Committee is also interested in being involved with the contract negotiations. He spoke briefly regarding the discussions about individuals in the downtown which has been an ongoing concern for some. Chief Skory will be at the September 9, 2019 Town Council meeting to address the needs and concerns. Another area of concern he talked about was the availability of information to the public. The Town Council packets are now available to the general public and will be on the town's website under the Town Council's page the Thursday before a Monday meeting going forward. Lastly, he talked about the September 9, 2019 Town Council meeting which will be held on the Lower Common starting at 6:30 p.m. Councilor Chines asked about a rain date and additional costs to the Town. If it is raining that day the meeting will be at WCAT. There is a logistics meeting next week to discuss the event but the cost will be minimal.

DPW Director Appointment

Councilor Santos motioned to approve the Town Administrator's appointment of Joseph Conway to the DPW Director position. Councilor May seconded. Motion passed 7-0-0. After a brief comment from Mr. Conway, the Councilors extended congratulations to Joe and thanked Town Administrator Maio for the process.

New Website Demonstration

Content and Communications manager Jennifer McDonald provided a demonstration and overview of the Town's redesigned website. The website featured an easier layout for visitors to find the information faster and be better informed with town business and/or town events. She is hoping for the website to go live by the end of the month.

Kiosks

Wakefield Main Streets is seeking approval from the Town Council for possible plaques that will be affixed to the kiosks that they gifted to the Town of Wakefield. Councilor Santos stated that she does not have a problem with the design and feels that it does not violate the policy. Councilor DiNocco stated that Wakefield Main Streets has been very transparent from the beginning. Councilor Dombroski asked for clarification if the plaques were approved by the council or if the plaques were promised by Wakefield Main Streets. Town Administrator Maio and Clerk Dalton both agreed that plaques were not in the original presentation. Robert Mailhoit stated that the plaques have always been part of the presentation but does not remember if the Town Council actually voted on them and further stated that it would be a shame not to have these plaques. Councilor May agreed with Councilor Santos and Councilor DiNocco and he feels that the council needs to vote this in. Councilor Dombroski expressed that he is not opposed to recognition but he does have hesitation when certain promises are made that each kiosk will recognize one sponsor. He also pointed out that the sponsors are prominently display on the maps including Wakefield Main Streets. Councilor Dombroski personally feels that the kiosks should not have that type of marketing on the bottom of them. Mr. Mailhoit stated that for all the work

Wakefield Main Streets has done and all the aggravation they have gone through they should be displayed on the plaques. What is the intention of the kiosks asked Councilor Dombroski. Are the kiosks intended to provide information or to promote Wakefield Main Streets. Councilor Dombroski stated no one is opposed to the recognition, it's what that recognition is going to look like. Councilor Chines motioned to approve the plaques as presented. Councilor Santos seconded. Motion passed 6-1-0 with Councilor Dombroski voting against the motion.

Charging Stations

Representative from the Municipal Gas and Light Department and a representative from Voltrek provided a summary of site assessments for possible installation of electric vehicle charging stations. The recommended locations are to have a Level 2 (L2) at Vets Field parking lot on North Avenue and the Civic Center lot; Level 3 (L3) at the corner of Main Street and Water Street public parking lot all of which will be donated by the MGLD. Councilor DiNocco suggested the (L3) to be located at the Civic Center not at Smith Street parking lot and the (L2) at the front parking spot where the power already is as shown in the diagram. He does like the concept and thinks people will use it. Councilor Butt appreciates the gift but the Town Council does not have much information on what the cost is going forward. Councilor Chines stated that the council needs to spend more time on thinking this through and suggested soliciting some more public comments for potential charging locations, thoughts on signage and communication and then drafting a policy that includes rates. The Town Councilors were all in agreement to not vote on the charging stations tonight so that more information can be obtained and compiled and brought back at a future meeting. Councilor Butt asked that the Environmental Sustainability Committee do some education around understanding the process for EV cars and also would like data from other communities that have charging stations. Councilor Smith-Galvin said that she will work with the Environmental Sustainability Committee on all the issues stated and will also work with the MGLD. Any resident input can be directed to Councilor Smith-Galvin. Councilor Dombroski asked that all the information be presented at the September 9, 2019 Town Council meeting.

Gift Acceptance

Councilor Santos motioned to approve the request from the Library Trustees to accept and expend a gift or gifts to the library in the amount of \$29,426.00 from various donors with thanks. Councilor DiNocco seconded. Motion passed 7-0-0.

Councilor May motioned to accept the flower planter donation in the amount of \$200.00 from Jack Palano of Alano located at 364 Main Street. Councilor DiNocco seconded. Motion passed 7-0-0.

Warrants Signer

Councilor Dombroski reassigned the warrants signing responsibilities to Councilor Chines.

Matters Not Anticipated for Agenda

There were no matters unanticipated.

Announcements & Acknowledgements

Councilor Chines – met with the Town Administrator about tightening up the policy as it relates to license renewal applications particularly when license renewals are delayed or we don't get either the license fee or the application in a timely manner. He hopes to have a policy to bring forward to the council in the next couple of meetings; acknowledged WCAT for sponsoring Movies by the Lake; he has office hours Monday August 12, 2019 at 6:00 p.m. at the library

Councilor DiNocco – tomorrow at the Public Safety Building at 9:00 a.m. are the police appointment promotions and the two promoted officers will be introduced at the September 9, 2019 Town Council meeting; the re-dedication of JJ Round is September 7, 2019 at 4:00 p.m. with a rain date of September 8, 2019; Festival Italia is August 24, 2019

Councilor Santos – met with Councilor DiNocco and Town Administrator regarding the Director of Economic Development position. They will be looking at best practices with other towns and cities as well as looking at job descriptions. Once compiled the information will be brought before the council for input; attended a meeting with Councilor Butt, Chief Skory, Officer Rando, Councilor Smith-Galvin, Town Administrator, Deputy Chief Calabrese and the Clinician Jennifer Waczkowski regarding concerns with folks in the downtown. They spoke about how they try to get them into different services and about partnering with the library, as well as the council on aging and Veteran Services. Chief Skory did state that the police have not had a lot of complaints about folks interacting with other folks

Councilor Smith-Galvin – the Historical Society had their open house at the Wakefield Museum and it was fascinating; the Historical Society will also be having a big celebration on September 28, 2109 for the 375th anniversary of the founding of Wakefield; acknowledged WCAT for sponsoring the Movies by the Lake; FCC ruling regarding ongoing funding might be threatened for community access television. This is something as a town we're going to have to start to look at; thank you to Tom Stapleton who has long led WCAT and has announced he will be stepping down in December; noticed that every town is supposed to have a complete count committee but Wakefield has not been listed and she thinks this would fall under the Town Clerk

Councilor Butt – the Town Council partnered with the Farmers Market to have office hours a couple of weeks ago. People were engaged and came up with some really great ideas and we are looking at a date to do it again; the outdoor courts were mentioned for Pickle Ball and people wanted to know if those were going to get started; having a timeline on our website about all things that are approved at Town Meeting would be helpful; most people don't know we have a town forest and some people asked about having a Friends of the Forest committee

Town Administrator – thanked the council for the confidence they showed with the DPW Director approval; thanked Jennifer McDonald for all the work

she had done on the website; encouraging all of the other boards and committees to post their minutes and agendas in a timely matter; there are three (3) boards or committees in town that agendas, minutes and membership is always up to date and always on time and that is the Town Council, Retirement Board and the Finance Committee and the common denominator is that our clerk is the clerk for all three (3) of them

Councilor Dombroski – Public Safety Building Reassessment Committee is meeting next Wednesday August 7, 2019 at 7:00 p.m. at Town Hall in the first floor conference room; Thursday August 8, 2019 is the Ice Cream Social at the Hartshorne House and Plaza Jazz is at the library; recognized Tom Stapleton and also recognized WCAT

Adjournment At 9:57 p.m. Councilor Santos motioned to adjourn. Councilor May seconded. Motion passed 7-0-0.

Next Council Meeting The next regular Town Council meeting is September 09, 2019 at 6:30 p.m. at the Lower Common

Respectfully submitted,



Sherri A. Dalton, Executive Assistant