

5. Five Year Action Plan

Goal 1: Expand the Wakefield Inventory of Historic Resources.

Objective	Tasks	Lead Agency	Year
1.1 Upgrade the Town's Survey of Historic Resources to include all historic properties in town, including significant 20th Century properties.	<ul style="list-style-type: none"> Request that matching funds be placed in the budget of the Wakefield Historical Commission. Apply to MHC's Survey and Planning Grant Program for matching funds. Procure a consultant to conduct the work. Conduct the new surveys. 	Historical Commission	2001
1.2 Revise existing surveys to bring them up to the standards of the Massachusetts Historical Commission's 1995 Survey Manual.	<ul style="list-style-type: none"> Request that matching funds be placed in the budget of the Wakefield Historical Commission. Apply to MHC's Survey and Planning Grant Program for matching funds. Procure a consultant to conduct the work. Conduct the new surveys. 	Historical Commission	2002
1.3 Commission new planning studies and inventories of archaeological and other historic landscapes.	<ul style="list-style-type: none"> Create a local task force to identify which sites need additional documentation, using the data in the Preservation Plan as an initial data base. Develop a work program, including cost estimates, for surveying the main categories of historic landscapes: (1) Native American sites; (2) early European era sites; and (3) historic landscapes. Request Town funding to conduct inventories of these sites. Procure a consultant to conduct the work. 	Historical Commission	2003

Goal 2: Prepare and submit new district and individual nominations to the National Register of Historic Places.

Objective	Tasks	Lead Agency	Year
2.1 Prepare new National Register nominations for the new and expanded districts identified in this Preservation Plan.	<ul style="list-style-type: none"> · Submit a request for a Determination of Eligibility for the districts to the Massachusetts Historical Commission · Request that the Selectmen include funding for this study in the budget of the Wakefield Historical Commission. · Submit an application for funding from MHC's Survey and Planning Grant Program. · Retain a consultant to conduct the work. · Complete the work. 	Historical Commission	2002
2.2 Prepare individual nominations to the National Register, as recommended in the Preservation Plan.	<ul style="list-style-type: none"> · Submit a request for a Determination of Eligibility for the individual properties to the Mass Historical Commission. · Request that the Selectmen include funding for this study in the budget of the Wakefield Historical Commission. · Retain a consultant to conduct the work. · Complete the work. 	Historical Commission	2003

Goal 3: Preserve the historic resources of the downtown as part of a larger revitalization effort.

Objective	Tasks	Lead Agency	Year
3.1 Develop a downtown urban design and revitalization plan.	<ul style="list-style-type: none"> Request that the Selectmen include funding for the study in the Town's budget. 	Town Planner	2001
3.2 Create a downtown organizational structure, including adequate staffing, capable of implementing the recommendations of this report.	<ul style="list-style-type: none"> Create an ad hoc committee to study this issue and report back to the Chamber of Commerce. 	Chamber of Commerce	2002
3.3 Create a permanent and reliable source of funding to support downtown revitalization.	<ul style="list-style-type: none"> Create an ad hoc committee of downtown interests to study options for how this might be done, including the need for and feasibility of creating a downtown Business Improvement District. Proceed through the legal and organizational steps required to establish an assessment district. Use the organizational structure of the district to begin implementing the urban design, marketing and parking recommendations. 	Chamber of Commerce	2003
3.4 Adopt a 40C Local Historic District for Wakefield Center.	<ul style="list-style-type: none"> Local advocates discuss this issue. Advocates request that the Board of Selectmen appoint an Historic District Study Committee to study the request, following the procedures outlined by the Chapter 40C and the Massachusetts Historical Commission. The Historic District Study Committee reports its recommendation to the Board of Selectmen. 	Board of Selectmen. Historic District Study Committee.	2004

3.5 Adopt a downtown zoning district that includes design review, sign regulations and facade guideline.	<ul style="list-style-type: none"> · Review existing regulations from other towns and how they might be modified to fit Wakefield's conditions. · If deemed necessary, retain a consultant to study the needs, options, and regulations that would address downtown issues and draft appropriate regulations. · Review with the Planning Board and, if supported by the Board, proceed with crafting a draft warrant article for Town Meeting, hold hearings, and present at Town Meeting. 	Town Planner	2002
3.6 Implement signage, facade and streetscape improvements using CDBG funds.	<ul style="list-style-type: none"> · Develop a comprehensive downtown improvement plan to include in the CDBG application. · Program downtown improvement funding into the CDBG application. · Once approved, begin implementing the program. 	Community Development Office; Downtown Assessment District Organization.	2005
3.7 Implement a downtown parking study.	<ul style="list-style-type: none"> · Obtain funding through Town Meeting. · Develop a scope of work for the study. · Retain a consultant to conduct the study. 	Board of Selectmen Town Planner	2002

Goal 4: Preserve the historic and architectural integrity of Wakefield's neighborhoods.

Objective	Tasks	Lead Agency	Year
4.1 Increase the awareness and appreciation of the value of historic preservation among owners of residential and commercial properties.	<ul style="list-style-type: none"> · Request that the Selectmen include funding in the Town budget for a major outreach program to owners of historic properties, including distribution of historic inventories. · Prepare an RFP and procure the services of a consultant to compile, copy and mail the surveys and historical summaries. · Following the mailing, convene a forum that can capitalize on the interest that the mailings will have generated. · Follow-up with initiatives recommended in the Wakefield Preservation Plan and with those suggestions that will emerge from the forum. 	Historical Commission	2002
4.2 Provide additional information and resources on proper property rehabilitation of historic structures.	<ul style="list-style-type: none"> · Compile a "Resource Corner" in the Lucius Beebe Memorial Library for restoration books, videos, pamphlets and other information collected from existing sources. · Compile a list of resource persons, contractors and consultants who are available to provide information or services in correct restoration techniques. · Develop a strategy with the Community Development Office to address the needs of low and moderate-income owners of historic properties. 	Historical Commission	2002
4.3 Conserve and improve streetscapes in historic neighborhoods.	<ul style="list-style-type: none"> · Create a task force composed of the Town Planner, the Director of Public Works, the Town Engineer, a Planning Board member and Historical Commission representatives to develop street improvement guidelines appropriate for various historic streets and neighborhoods. 	Town Planner. Public Works Department.	

	<ul style="list-style-type: none"> · Prepare typical cross-sections that would be appropriate for various types of streets in historic neighborhoods. · Review these designs with neighborhood representatives and appropriate Town staff. · Select a cross-section design that would be appropriate for each historic neighborhood and street. · Develop a street tree plan that is appropriate for each historic neighborhood. 		
4.4 Preserve large and wooded lots in neighborhoods.	<ul style="list-style-type: none"> · Prepare an inventory of undeveloped lots in neighborhoods. · Identify which lots have significance as archaeological sites. · Develop a priority list of sites to be protected for their historical land neighborhood preservation values. · Request that the Wakefield Conservation Commission include the lots as amendments to the Open Space and Recreation Master Plan. · Assist the Conservation Commission in preparing applications to the state Division of Conservation Services for Self-Help funds to purchase these sites and seek matching funds from the Town. 	Town Planner	2002
4.5 Improve the delivery of the preservation message through neighborhood associations.	<ul style="list-style-type: none"> · Create an ad hoc task force of neighborhood associations and representatives to study this issue. · Assess the status and effectiveness of existing neighborhood associations in delivering the preservation message. · Identify what additional efforts are needed to improve the scope and effectiveness of neighborhood associations. · Prepare a report on the recommendations arising out of the 	Town Planner	2002

	findings of the task force.		
4.6 Increase neighborhood-level planning.	<ul style="list-style-type: none"> · Identify those neighborhood associations that wish to have conservation plans prepared for their neighborhoods. · Form planning committees for each interested neighborhood. · Develop a work program that would be common to all neighborhoods. · Begin the preparation of the plans. 	Town Planner	2003
4.7 Increase the self-awareness of historic neighborhoods.	<ul style="list-style-type: none"> · Create educational materials for each neighborhood (see Public Awareness section for details on accomplishing this). 	Historical Commission	2002

Goal 5: Preserve historic landscapes.

Objective	Task	Lead Agency	Year
5.1 Protect the Reedy Meadow Landscape.	<ul style="list-style-type: none"> · Initiate contacts with the Lynnfield Conservation Commission to create a joint town task force to protect the Meadows. · Task force identifies needs and the strategies necessary to address these needs in the two towns. · Follow through on regulatory and acquisition strategies in the two towns. 	Conservation Commission. Town Planner.	2002
5.2 Protect and enhance the landscape around Lake Quannapowitt.	<ul style="list-style-type: none"> · Create a task force that includes existing interests (e.g., the Friends of Lake Quannapowitt) to take the lead in this effort. · Develop a plan to protect the entire shoreline of the lake, including the development of walking path improvements. · Develop and begin implementing an action plan, including asking the Public Works Director to include these improvements in the DPW Capital Improvement Program and the Selectmen to include acquisition articles in the Town Meeting warrant each year. 	Board of Selectmen. Town Administrator. Public Works Department.	2002
5.3 Preserve the integrity of Breakheart Reservation.	<ul style="list-style-type: none"> · Work with the MDC and the Town of Saugus on developing a preservation plan for the Reservation. · Identify sites at the perimeter of the Reservation that need to be protected as part of an overall long-term protection strategy. · Begin implementing the plan. 	MDC/Friends of the Breakheart Reservation. Town Planner.	2002
5.4 Preserve important archaeological sites in Wakefield.	<ul style="list-style-type: none"> · Retain assistance in identifying the most significant sites in Town. 	Town Planner. Peabody Museum.	2003

	<ul style="list-style-type: none"> · Develop a plan to protect these sites through regulatory approaches and acquisition. · Develop a strategy to alert the Planning Board and/or Building Commissioner when a site is threatened. · Begin a protection strategy to acquire or otherwise protect endangered sites. 		
5.5 Develop and implement a landscape master plan for the park system in Wakefield, including the upper and lower Common, emphasizing the Olmsted-like qualities of their design.	<ul style="list-style-type: none"> · Retain a landscape architect to design the master plan. · Include portions of the plan in the Town's capital improvement plan. · Implement the plan. 	Town Planner. Director of Public Works.	2002
5.6 Enhance the environment around Crystal Lake.	<ul style="list-style-type: none"> · Appoint a citizen's committee to study this issue. · The committee studies the issue and prepares a report to the Board of Selectmen. 	Board of Selectmen.	2005
5.7 Create a Mill River Greenway.	<ul style="list-style-type: none"> · Appoint a citizen's committee to study this issue. · The committee studies the issue and reports its findings to the Board of Selectmen. 	Board of Selectmen.	2003
5.8 Create a Saugus River Greenway.	<ul style="list-style-type: none"> · Appoint a citizen's committee to study this issue. · Coordinate with the Town of Saugus. · Following a study of the issue, the committee reports its findings to the Board of Selectmen. · Interested individuals gather to discuss this idea. · Decide to keep it as a private advocacy organization or to request that the selectmen form a public committee whose charge it is to plan for the planning and implementation of an open space preservation and historic landscape enhancement 	Board of Selectmen.	
5.9 Create a private lands committee to be the advocacy agency for these landscape initiatives.		Private citizens.	2002

	program.		
<p>5.10 Amend the Wakefield Open Space and Recreation Master Plan to include historic landscapes recommendations included in this Preservation Plan.</p>	<ul style="list-style-type: none"> · A special committee of the Conservation Commission reviews the plan's recommendations. · They prepare an amendment to the 2000 Open Space Plan. · The plan amendment is submitted to the Division of Conservation Services for their approval. · DCS approval allows the Town to request matching funds for implementation . 	<p>Conservation Commission</p>	<p>2002</p>

Goal 6: Improve historic urban design in Wakefield.

Objective	Task	Lead Agency	Year
6.1 Develop and implement a tree planting plan for main thoroughfares and neighborhood streets in Wakefield.	<ul style="list-style-type: none"> · Survey street trees, using a format developed by the Mass Department of Environmental Management. · Develop a master plan for street tree plantings. · Include sufficient funds to implement the program in annual DPW budget requests. · Include street tree plantings in all street reconstruction projects. 	Town Planner. Public Works Department. Trees for Wakefield.	2002
6.2 Improve the aesthetics of public and private parking lots.	<ul style="list-style-type: none"> · Revise landscape requirements in the zoning bylaw to include adequate tree plantings in private parking lots. · Encourage boards to enforce the provisions of these regulations. · Develop a redesign of public parking lots to include sufficient street trees. · Include sufficient funding in the Public Works budget to implement this work. 	Town Planner. Public Works Department.	
6.3 Develop a master plan to place utility lines underground.	<ul style="list-style-type: none"> · Ask the Selectmen to authorize a task force to study the issue and what steps would need to be taken to implement this strategy. · Include an article in the Town Meeting warrant to authorize whatever actions need to be taken to implement an underground wiring program. · Develop a priority list of streets to have underground wiring, giving priority to streets in historic neighborhoods. 	Board of Selectmen. Public Works/ Department. Municipal Gas and Light Department.	2003

	<ul style="list-style-type: none"> · Incorporate this priority list into a Capital Improvement Program, to allow the Town to plan the financing of the master plan. · Begin implementing an underground wiring strategy as streets are reconstructed. 		
6.4 Improve the aesthetics of Greenwood Center.	<ul style="list-style-type: none"> · Create an ad hoc advocacy group to have funds placed in the Selectmen's budget or the Town Meeting warrant to conduct an urban design study of Greenwood Center. · Procure a consultant and develop an urban design plan for Greenwood Center. · Begin implementing the plan. 	Town Planner/ Ad hoc advisory group.	2003
6.5 Revise the Town sign bylaw to improve future sign design.	<ul style="list-style-type: none"> · Create an ad hoc advisory committee to recommend changes to the Board of Selectmen. · Revise the recommendations based on comments received and put into bylaw amendment format for Town Meeting. · Place an article in Town Meeting warrant for revising the sign bylaw. 	Town Planner/ Ad hoc review committee	2004
6.6 Design and implement a pedestrian-friendly path system in town.	<ul style="list-style-type: none"> · Create an ad hoc task force to study this issue. · Review the issues surrounding sidewalk and path safety and design in town. · Develop typical sidewalk and path cross-sections. · Report to the Board of Selectmen on recommendations. · Department of Public Works begins implementing the recommendations. 	Ad hoc committee. Public Works Department.	2004
6.7 Install period lighting in historic areas.	<ul style="list-style-type: none"> · Develop a plan for implementing period street lighting in historic areas of town, including the downtown. 	Historical Commission. Municipal Gas and Light Department.	2003

	<ul style="list-style-type: none"> · Choose light standards that are appropriate for various locations in town. · Begin implementing the plan as street reconstruction permits. 		
6.8 Lessen traffic impacts on historic districts.	<ul style="list-style-type: none"> · Implement a traffic calming plan for historic districts. 	Public Works Department.	2004
6.9 Create a Wakefield Civic Design Commission	<ul style="list-style-type: none"> · Present an argument for a Design Commission to the Board of Selectmen. · Follow up with the suggestions of the Selectmen. 	Board of Selectmen	2004
6.10 Improve the level of design of MBTA commuter rail projects	<ul style="list-style-type: none"> · Open up a dialogue with the T on this issue. · Develop a standard operating procedure to allow Town boards to review plans for improvements. 	Board of Selectmen.	2003
6.11 Create a boulevard plan for the town's major thoroughfares.	<ul style="list-style-type: none"> · Seek authorization from Town Meeting to retain a landscape architect to prepare a boulevard plan. · Incorporate the costs of the master plan into the Capital Improvement Program. · Fund detailed design work for street reconstruction incorporating the recommended boulevard design. · Implement the work as major thoroughfares are reconstructed. 	Board of Selectmen	2005

Goal 7: Preserve historic properties owned by the Town of Wakefield.

Objective	Task	Lead Agencies	Year
7.1 Preserve historic properties owned by the Town, including the preparation of a Preservation Plan for historic schools.	<ul style="list-style-type: none"> · Revise historic inventories to provide more information on the Town's historic properties. · Retain a consulting architect to develop a preservation strategy for each property, with a separate plan for historic schools. · Include the recommendations of the architect into the Town's Capital Improvement Plan. · Fund these restoration projects through Town funds and sources such as the Preservation Projects Fund and the Community Preservation Act. · Develop and implement an adequate maintenance plan for these structures. 	Public Works Department. Historical Commission.	2003
7.2 Survey, preserve and restore the Town's war memorials.	<ul style="list-style-type: none"> · Conduct a thorough inventory of war memorials in the town. · Commission a study that will outline a strategy to preserve and restore these memorials. · Include the study's recommendations in the Town's Capital Improvement Plan. · Apply for funding to such sources as the Preservation Projects Fund to implement the plan. 	Public Works Department. Historical Commission.	2003
7.3 Develop a long-term space needs plan for the Town that incorporates the adaptive reuse	<ul style="list-style-type: none"> · Seek and obtain funding for a long-term Town space needs study that incorporates adaptive reuse of historic properties. 	Town Planner. Historical Commission.	2004

of the Town's historic properties.	<ul style="list-style-type: none"> · Commission a consultant to conduct the study. · Incorporate the findings of the study into the Town's Capital Improvement Plan. 		
7.4 Develop an open land study to identify long-term needs for open sites (that will prevent future intrusions on historic landscapes).	<ul style="list-style-type: none"> · Appoint a Town task force to study this issue. · Incorporate the findings of the committee into the Town's Capital Improvement Plan. 	Town Planner	2005
7.5 Create a system of "Special Places" in Wakefield.	<ul style="list-style-type: none"> · Seek funding authorization from Town Meeting for a study of Special Places. · Retain a landscape architect to prepare a study of such areas. · Following the study, begin implementing the Special Places. 	Town Planner	2002

Goal 8: Implement new historic preservation initiatives for privately-owned sites.

Objective	Tasks	Lead Agencies	Year
8.1 Initiate a homeowner assistance program that provides a range of non-financial assistance to homeowners.	<ul style="list-style-type: none"> · Form a task force to review the needs of owners of historic residences. · Explore the range of options that can address and respond to those needs. · Implement a program of forums, workshops and other technical assistance for owners of historic residences. 	Historical Commission	2002
8.2 Initiate an assistance program for owners of non-residential historic properties that provides a range of non-financial assistance to owners.	<ul style="list-style-type: none"> · Form a task force to review the needs of owners of historic churches, non-profit and industrial buildings and other non-residential properties. · Explore the range of options that can address and respond to those needs. · Implement a program of forums, workshops and other technical assistance for owners of historic non-residential structures. 	Historical Commission	2003
8.3 Create a private Preservation Emergency Loan Fund that can be used to preserve threatened historic properties.	<ul style="list-style-type: none"> · Convene a citizens task force of individuals to study how this might be accomplished. · Work with local banks and individuals to form the Fund. · Implement and have the fund available for use when needed. 	Local activists	2002
8.4 Adopt the Community Preservation Act as a means of providing resources for historic	<ul style="list-style-type: none"> · Convene a citizens task force to review needs in the areas of historic preservation, open space protection and affordable housing. 	Local activists	2003

preservation.	<ul style="list-style-type: none"> · Obtain the support of the Board of Selectmen in placing an article in the town meeting warrant for the creation of a Wakefield Community Preservation Fund. · Organize an election campaign to get the measure approved by the voters. 		
8.5 Create a Wakefield Preservation Trust that will have the ability to purchase, restrict and resell threatened historic properties.	<ul style="list-style-type: none"> · Convene a citizens task force to study how a preservation trust might be formed. · If deemed needed, begin the process of creating the organizational structure for the trust. · Begin implementing projects, as needed. 	Local activists	2002

Goal 9: Implement Town regulations that will assist in preserving historic structures and landscapes.

Objective	Tasks	Lead Agencies	Year
9.1 Adopt 40C Local Historic Districts for the Commons and Church/Lafayette National Register districts.	<ul style="list-style-type: none"> Request that the Board of Selectmen appoint a study committee to review this proposal. Follow the procedures specified in the Chapter 40C statute. 	Board of Selectmen/ Study Committee	2003
9.2 Strengthen the Town's sign control bylaw.	<ul style="list-style-type: none"> Request that the Planning Board appoint a task force to study this issue and make recommendations for PB action. Hold hearings, refine the amendments, submit a warrant article, and prepare for Town Meeting action. 	Planning Board/ Town Planner	2002
9.3 Amend the Zoning Bylaw and the Subdivision Regulations to require more information on historic sites.	<ul style="list-style-type: none"> Request that the Planning Board appoint a task force to study this and other issues related to historic preservation and to report back to the Board. Planning Board prepares draft amendments, hold hearings, revises drafts amendments, submits a warrant article to Town Meeting and prepares for the TM vote. 	Planning Board/ Town Planner	
9.4 Amend the Subdivision Regulations to incorporate provisions that will assist in the preservation of historic resources, including incorporating "due notice" provisions in the regulations.	<ul style="list-style-type: none"> Research how other communities have incorporated these provisions in their regulations. Prepare draft regulations and submit to the Planning Board for their review. Revise draft regs as necessary and schedule and hold hearings. Planning Board adopts the new regulations. 	Planning Board/ Town Planner	2002
9.5 Add the Wakefield Historical Commission as a	<ul style="list-style-type: none"> Amend Subdivision Regulations and other board procedures to include the Historical Commission as a plan reviewing agency. 	Planning Board. Zoning Board of	2002

plan reviewing agency.		Appeals.	
9.6 Adopt a Town regulation requiring utility lines to be placed underground, giving preference to historic neighborhoods and main thoroughfares.	<ul style="list-style-type: none"> · Convene a citizens advocacy group to advocate for this goal. · Follow the procedures for local adoption that are specified in state law. 		
9.7 Revise the Zoning Ordinance to allow historic barns to be used as principal structures, with a Special Permit.	<ul style="list-style-type: none"> · Prepare a draft amendment to the Zoning Bylaw. · Planning Board holds a hearing on the amendment. · Planning Board submits a warrant article for Town Meeting and prepares for the vote. 	Planning Board/ Town Planner	2003
9.8 Create neighborhood conservation districts as an alternative to neighborhood historic districts.	<ul style="list-style-type: none"> · Create a neighborhood advisory task force to review and advise the Board of Selectmen and Planning Board on the need and demand for adopting a neighborhood conservation district bylaw amendment. · If the task force and BOS wish to pursue this option, prepare a draft bylaw for review by Town staff and boards. · Discuss the proposal with neighborhoods that would be likely candidates for conservation districts. · Schedule and hold hearings on the bylaw and submit to Town Meeting as a warrant article. · If the bylaw is adopted, develop regulations for its implementation. 	Board of Selectmen/ Planning Board/ Town Planner	
9.9 Revise the Zoning Bylaw to allow more flexibility in the redevelopment of Downtown Wakefield.	<ul style="list-style-type: none"> · Assemble an informal ad hoc task force composed of downtown interests, Planning Board representation, the Town Planner, Historical Commission representation and other interested individuals to discuss the issue and determine how to proceed. 	Planning Board. Chamber of Commerce. Historical Commission. Town Planner.	2003

	<ul style="list-style-type: none"> · If supported by this task force, research the issues and identify bylaws in other towns that could act as models. · Revise the bylaw to create a draft for Wakefield. · Revise the draft and proceed to hold a hearing and recommend to Town Meeting. · Prepare an article for the Town Meeting warrant. 		
9.10 Amend the Demolition Delay Bylaw to exclude new accessory buildings.	<ul style="list-style-type: none"> · Prepare an article for the Town Meeting warrant. 	Historical Commission.	2002
9.11 Adopt an archaeological overlay district to assist in protecting important sensitive sites.	<ul style="list-style-type: none"> · Form an ad hoc committee including Planning Board and Conservation Commission members to study the issue. · Research models of such bylaws in other communities. · Draft a bylaw for the Planning Board for their review. · Finalize the bylaw and submit it as an article on the Town Meeting warrant. · Hold a hearing on the amendment. · Defend the article before Town Meeting. 	Historical Commission Conservation Commission. Town Planner.	2002
9.12 Create a resource protection district for the Reedy Meadow area to preserve environmental and historic resources.	<ul style="list-style-type: none"> · Planning Board and Conservation Commission to create a joint task force to study the issues related to this district. · Prepare a draft zoning amendment and hold meetings on it. · If agreed to by the PB and ConCom, submit a warrant article to Town Meeting and hold hearings on the article. 	Planning Board/ Conservation Commission/ Town Planner	
9.13 Create a task force to study how design of new construction can be improved in the town.	<ul style="list-style-type: none"> · Planning Board and/or Board of Selectmen to initiate a task force to review issues, study how existing regulations address these issues and what needs to be done to improve the regulations to achieve design-related objectives. 	Board of Selectmen/ Planning Board/ Town Planner	

	<ul style="list-style-type: none"> · Draft amendments to existing (or new) regulations (Site Plan Review; Design Review; Special Permits) that will achieve objectives and review at public meetings. · Submit warrant articles to Town Meeting, hold hearings on the proposals, and prepare for the vote. · Convene a task force for this purpose. 		
9.14 Review the Town bylaw related to telecommunications facilities related to their impact on historic resources.		Town Planner	2002

Goal 10: Increase the public's awareness of the value of historic preservation.

Objective	Task	Lead Agency	Year
10.1 Educate owners of historic properties on the value of these properties and their role as stewards.	<ul style="list-style-type: none"> · Identify what tasks need to be performed to achieve the necessary degree of owner education (see Needs Section for a description of these tasks). · Seek and secure funding in the Town budget for securing a consultant to conduct this work. · Prepare an RFP, advertise, select a consultant and begin the work. 	Historical Commission/ Town Planner	2002
10.2 Compile adequate support materials for use by property owners.	<ul style="list-style-type: none"> · Seek an agreement with the Lucius Bebee Memorial Library to be the depository of all of the historic preservation resource center. · Begin compiling materials and place in the resource center. · Prepare new materials for the resource center, including slide programs and videos on various aspects of restoration. 	Historical Commission	2002
10.3 Develop a public education delivery system for the historic preservation message.	<ul style="list-style-type: none"> · Develop public education delivery systems as described in the Needs section of the Preservation Plan. · Incorporate a line item in the Wakefield Historical Commission budget for costs related to maintaining these systems. 	Historical Commission	2003
10.4 Establish a space that can serve as a museum of Wakefield's history, including its wicker history, and that can serve as a gallery space for	<ul style="list-style-type: none"> · Form a private task force to conduct a needs study. · Make recommendations to the Board of Selectmen. · Develop a financing plan for the facility. 	Historical Commission	2004

other functions needed in the town.		
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Goal 11: Improve organizational capacity to achieve historic preservation goals.

Objective	Task	Lead Agencies	Year
11.1 Strengthen private historic preservation advocacy in the town.	<ul style="list-style-type: none"> Convene a meeting of preservation/historical advocates to chart a course that will provide effective private support for historic preservation in Wakefield. Follow up on the consensus recommendations of this meeting, including the formation of a private Preservation Society that would be an advocacy organization for the town. 	Historical Commission/ Apple Pie Foundation.	2002
11.2 Create a private preservation trust and loan program.	<ul style="list-style-type: none"> Convene a meeting of Wakefield preservation and open space protection advocates with representatives of organizations who now operate preservation loan funds to assess how these funds work and to assess how the concept might be applied to Wakefield. Take appropriate follow-up action. 	Historical Commission/ Apple Pie Foundation	2003
11.3 Investigate the need for a downtown Business Improvement District to allow adequate support for realizing downtown preservation goals.	<ul style="list-style-type: none"> Invite DHCD staff to speak to town and downtown representatives on this issue. Follow up as appropriate. 	Town Planner	2002
11.4 Initiate an annual "Wakefield Planning Day."	<ul style="list-style-type: none"> Convene a planning meeting of core preservation and open space advocates to plan for and schedule a date for the planning day. Hold the first "Wakefield Planning Day." 	Town Planner Historical Commission Planning Board	2002