

**TOWN OF STONEHAM
Budget vs Expenditures Summary
As of October 31, 2014**

PERSONNEL

OPERATING

TOTAL BUDGET

Depart. #	Department	PERSONNEL				OPERATING				TOTAL BUDGET			
		FY'15 Budget	Current Month Expended	Year-to-date Expended	% Used	FY'15 Budget	Current Month Expended	Year-to-date Expended	% Used	FY'15 Budget	Current Month Expended	Year-to-date Expended	% Used
114	Town Moderator	0	0.00	0.00	0.00%	220	0.00	0.00	0.00%	220	0.00	0.00	0.00%
122	Board of Selectmen	73,253	0.00	23,939.55	32.68%	10,000	0.00	1,132.47	11.32%	83,253	0.00	25,072.02	30.12%
123	Town Administrator	324,318	0.00	106,093.91	32.71%	42,500	0.00	24,699.68	58.12%	366,818	0.00	130,793.59	35.66%
132	Reserve Fund	0	0.00	0.00	0.00%	51,652	0.00	0.00	0.00%	51,652	0.00	0.00	0.00%
135	Town Accountant	169,674	0.00	55,661.14	32.80%	1,550	0.00	301.79	19.47%	171,224	0.00	55,962.93	32.68%
141	Assessors	132,801	0.00	42,472.88	31.98%	4,300	0.00	1,973.94	45.91%	137,101	0.00	44,446.82	32.42%
145	Town Treasurer	242,882	0.00	79,087.18	32.56%	18,510	0.00	2,257.72	12.20%	261,392	0.00	81,344.90	31.12%
151	Town Counsel	109,090	0.00	35,107.20	32.18%	6,725	0.00	80.00	1.19%	115,815	0.00	35,187.20	30.38%
155	Data Processing	107,617	0.00	32,686.90	30.37%	122,453	0.00	94,156.37	76.89%	230,070	0.00	126,843.27	55.13%
161	Town Clerk	122,676	0.00	37,885.70	30.88%	5,450	0.00	1,300.77	23.87%	128,126	0.00	39,186.47	30.58%
162	Elec. & Reg.	72,811	0.00	24,373.37	33.47%	20,100	0.00	4,099.46	20.40%	92,911	0.00	28,472.83	30.65%
172	Whip Hill park	0	0.00	0.00	0.00%	10,950	0.00	571.25	5.22%	10,950	0.00	571.25	5.22%
182	Planning/Appeals/Conserv.	43,543	0.00	12,794.95	29.38%	1,160	0.00	280.00	24.14%	44,703	0.00	13,074.95	29.25%
185	Economic & Community Dev.	30,412	0.00	0.00	0.00%	42,500	0.00	0.00	0.00%	72,912	0.00	0.00	0.00%
192	Public Property Maint.	500	0.00	0.00	0.00%	80,612	0.00	13,512.47	16.76%	81,112	0.00	13,512.47	16.66%
210	Police	3,404,406	0.00	1,111,216.25	32.64%	249,770	0.00	79,853.67	31.97%	3,654,176	0.00	1,191,069.92	32.59%
211	Traffic Directors	135,128	0.00	25,488.00	18.86%	4,500	0.00	41.65	0.93%	139,628	0.00	25,529.65	18.28%
212	Dispatchers	375,860	0.00	117,997.97	31.39%	7,610	0.00	283.38	3.72%	383,470	0.00	118,281.35	30.85%
220	Fire	2,648,223	0.00	858,465.86	32.42%	119,650	0.00	38,412.14	32.10%	2,767,873	0.00	896,878.00	32.40%
241	Building & Wire	181,617	0.00	59,736.96	32.89%	6,900	0.00	2,310.00	33.48%	188,517	0.00	62,046.96	32.91%
291	Civil Defense	2,000	0.00	500.01	25.00%	0	0.00	0.00	0.00%	2,000	0.00	500.01	25.00%
300	Schools	19,894,310	0.00	4,494,451.37	22.59%	5,127,995	0.00	1,989,724.80	38.80%	25,022,305	0.00	6,484,176.17	25.91%
397	Essex No Shore Agricultural	0	0.00	0.00	0.00%	347,175	0.00	0.00	0.00%	347,175	0.00	0.00	0.00%
398	Minuteman Voc.	0	0.00	0.00	0.00%	55,000	0.00	0.00	0.00%	55,000	0.00	0.00	0.00%
399	Northeast Reg. Voc.	0	0.00	0.00	0.00%	1,099,192	0.00	549,596.00	50.00%	1,099,192	0.00	549,596.00	50.00%
400	Public Works	752,451	0.00	222,668.43	29.59%	971,900	0.00	266,121.47	27.38%	1,724,351	0.00	488,789.90	28.35%
510	Board of Health	136,500	0.00	45,415.00	33.27%	1,840	0.00	363.82	19.77%	138,340	0.00	45,778.82	33.09%
541	Council on Aging	79,988	0.00	24,375.38	30.47%	49,651	0.00	9,574.47	19.28%	129,639	0.00	33,949.85	26.19%
543	Veterans Service	39,676	0.00	12,768.08	32.18%	171,699	0.00	55,773.40	32.48%	211,375	0.00	68,541.48	32.43%
610	Public Library	545,134	0.00	176,317.59	32.34%	198,850	0.00	63,447.13	31.91%	743,984	0.00	239,764.72	32.23%
630	Unicorn Golf Course	157,702	0.00	50,721.13	32.16%	282,374	0.00	136,870.64	48.47%	440,076	0.00	187,591.77	42.63%
631	Unicorn Rink	169,622	0.00	48,485.93	28.58%	265,280	0.00	66,142.06	24.93%	434,902	0.00	114,627.99	26.36%
710	Maturing Debt	0	0.00	0.00	0.00%	3,340,000	0.00	1,530,000.00	45.81%	3,340,000	0.00	1,530,000.00	45.81%
750	Interest	0	0.00	0.00	0.00%	1,280,089	0.00	502,662.50	39.27%	1,280,089	0.00	502,662.50	39.27%
911	Contributory	0	0.00	0.00	0.00%	4,788,848	0.00	4,788,848.00	100.00%	4,788,848	0.00	4,788,848.00	100.00%
912	Health Insurance	0	0.00	0.00	0.00%	7,678,762	0.00	2,493,737.69	32.48%	7,678,762	0.00	2,493,737.69	32.48%
919	Unclassified	21,003	0.00	0.00	0.00%	1,370,000	0.00	846,400.99	61.78%	1,391,003	0.00	846,400.99	60.85%
920	Non-Departmental	0	0.00	0.00	0.00%	37,085	0.00	9,318.06	25.13%	37,085	0.00	9,318.06	25.13%
TOTAL GENERAL		29,973,197	0.00	7,698,710.74	25.69%	27,872,852	0.00	13,573,847.79	48.70%	57,846,049	0.00	21,272,558.53	36.77%
440	Sewer	631,625	0.00	186,499.74	29.53%	116,400	0.00	25,753.55	22.13%	748,025	0.00	212,253.29	28.38%
440	Intergovernmental	0	0.00	0.00	0.00%	4,477,065	0.00	1,790,826.00	40.00%	4,477,065	0.00	1,790,826.00	40.00%
710	Maturing Debt	0	0.00	0.00	0.00%	92,400	0.00	46,640.00	50.48%	92,400	0.00	46,640.00	50.48%
750	Interest	0	0.00	0.00	0.00%	0	0.00	0.00	0.00%	0	0.00	0.00	0.00%
TOTAL SEWER		631,625	0.00	186,499.74	29.53%	4,685,865	0.00	1,863,219.55	39.76%	5,317,490	0.00	2,049,719.29	38.55%
450	Water	552,503	0.00	189,346.49	34.27%	213,650	0.00	12,546.91	5.87%	766,153	0.00	201,893.40	26.35%
440	Intergovernmental	0	0.00	0.00	0.00%	3,490,972	0.00	1,396,388.80	40.00%	3,490,972	0.00	1,396,388.80	40.00%
710	Maturing Debt	0	0.00	0.00	0.00%	273,636	0.00	100,000.00	36.54%	273,636	0.00	100,000.00	36.54%
750	Interest	0	0.00	0.00	0.00%	0	0.00	0.00	0.00%	0	0.00	0.00	0.00%
TOTAL WATER		552,503	0.00	189,346.49	34.27%	3,978,258.00	0.00	1,508,935.71	37.93%	4,530,761	0.00	1,698,282.20	37.48%

31,157,325

36,536,975

67,694,300



November 11, 2014

Board of Selectmen
Town of Stoneham
35 Central St.
Stoneham, MA 02180

Dear Members of the Board:

Enclosed please find a check in the amount of \$78,576.10 representing our third quarter, 2014 access fee payment, per the Town of Stoneham Cable Television Renewal License. A statement of revenues is also enclosed.

Please feel free to contact me at (978) 927-5700, ext. 43024, should you have any questions about this quarterly access payment.

Very truly,

A handwritten signature in black ink, appearing to read "J. Lyman". The signature is fluid and cursive, with a large initial "J" and a long horizontal stroke.

Jane M. Lyman
Senior Manager of Government and Regulatory Affairs

/kpw

Enclosures



COMCAST FINANCIAL AGENCY CORPORATION
 A Comcast cable communications group company
 1701 JFK Boulevard
 Philadelphia, PA 19103-2838

REMITTANCE ADVICE

Date: 31-Oct-14 Vendor Name: STONEHAM TOWN OF

No. 210013459
 Vendor No.: 203193

INVOICE NO.	INVOICE DATE	ACCOUNT NUMBER	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
189533	30-Sep-14		305162-Stoneham MA	0.00	71,432.81
189703	30-Sep-14		62717656-Stoneham MA	0.00	7,143.29
TOTAL				0.00	78,576.10

THE FACE OF THIS DOCUMENT HAS A MULTI COLORED BACKGROUND - NOT A WHITE BACKGROUND



COMCAST FINANCIAL AGENCY CORPORATION
 A Comcast cable communications group company
 1701 JFK Boulevard
 Philadelphia, PA 19103-2838

JP Morgan Chase NA
 Columbus, OH 43271
 56-154441



No. 210013459

Date: 31-Oct-14
 Void After 180 Days

Pay Seventy-Eight Thousand Five Hundred Seventy-Six Dollars And Ten Cents*****

\$ *****78,576.10

To STONEHAM TOWN OF
 The 35 CENTRAL ST
 Order BOARD OF SELECTMEN
 Of STONEHAM, MA 02180

AUTHORIZED SIGNATURE

Catherine Argenio

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

⑈ 210013459 ⑈ ⑆044115443⑆ 675528343⑈



System Name: Comcast of Massachusetts/New Hampshire, LLC
Email: Patrick_Moore@cable.comcast.com
Phone: 610-650-2999

Vendor ID: 203193
Contract Name: Stoneham MA
Statement Period: Jul - Sep, 2014
Payment Amount: \$71,432.81
Statement Number: 189533
CUID: None
System ID: 8773-1000-0720, 8773-1000-2540

STONEHAM TOWN OF
35 CENTRAL ST
BOARD OF SELECTMEN
STONEHAM, MA, 02180

This statement represents your payment for the period listed above.

Revenue Category	Amount
Expanded Basic Video Service	\$485,017.57
Limited Basic Video Service	\$189,952.86
Digital Video Service	\$323,144.32
Pay	\$151,532.26
PPV / VOD	\$46,220.37
Video Equipment	\$0.00
Digital Video Equipment	\$65,316.32
Video Installation / Activation	\$10,012.27
Franchise Fees	\$79,987.31
PEG Fees	\$2,363.36
Guide	\$277.20
Other	\$5,900.18
Late Fees	\$2,589.26
Write-offs / Recoveries	(\$8,972.58)
Ad Sales	\$69,189.45
Home Shopping Commissions	\$6,124.98
Total	\$1,428,655.14
Franchise Fee %	5.00 %
Franchise Fee	\$71,432.81

To the best of my knowledge and belief, the above is a true and correct statement for the accounting of the gross revenues received by this corporation for the period.



Pat Moore
Analyst



System Name:

Email: Patrick_Moore@cable.comcast.com

Phone: 610-650-2999

Vendor ID: 203193
Contract Name: Stoneham MA
Statement Period: Jul - Sep, 2014
Payment Amount: \$7,143.29
Statement Number: 189703
CUID: 0
System ID: 8773-1000-0720, 8773-1000-2540

STONEHAM TOWN OF
35 CENTRAL ST
BOARD OF SELECTMEN
STONEHAM, MA, 02180

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PEG Fees	\$2,363.36
Guide	\$277.20
Other	\$5,900.18
Late Fees	\$2,589.26
Write-offs / Recoveries	(\$8,972.58)
Ad Sales	\$69,189.45
Home Shopping Commissions	\$6,124.98
Total	\$1,428,655.14
Capital %	0.50 %
Capital	\$7,143.29

To the best of my knowledge and belief, the above is a true and correct statement for the accounting of the gross revenues received by this corporation for the period.

Pat Moore

Analyst



November 3, 2014

PRINCIPALS

Theodore A Barten, PE

Margaret B Briggs

Michael E Guski, CCM

Dale T Raczyński, PE

Cindy Schlessinger

Lester B Smith, Jr

Robert D O'Neal, CCM, INCE

Andrew D Magee

Michael D Howard, PWS

Laura E Rome

Douglas J Kelleher

AJ Jablonowski, PE

Samuel G Mygatt, LLB
1943-2010

ASSOCIATES

Stephen H Slocomb, PE

Maureen A Cavanaugh

David E Hewett, LEED AP

3 Clock Tower Place, Suite 250
Maynard, MA 01754
www.epsilonassociates.com

978 897 7100
FAX 978 897 0099

Subject: EEA #13836, Stoneham Crossing – Notice of Project Change

Dear Reviewer:

On October 31, a Notice of Project Change (NPC) was submitted to the Massachusetts Environmental Policy Act (MEPA) Office on behalf of 225 Fallon Road Realty LLC (the Proponent) for a project previously known as the "Stoneham Crossing Retail and Office Redevelopment Project," located in the Town of Stoneham. The previously-proposed project consisted of two components: a retail home improvement store on a 15-acre portion of the site (referred to as "Lot A"), and a multi-tenant office building on the remaining 1.2 acres of the site ("Lot B").

Due to deterioration in market conditions, the Proponent did not proceed with the previously-proposed development program. In October 2008, the Proponent filed an NPC for the development of a self-storage building on Lot B of approximately 87,000 square feet and five stories, with associated access drive, parking, loading area, and utilities. Impacts, including those to traffic and water use, were generally insignificant. The 2008 NPC did not include specific plans for Lot A, but committed to submitting an additional, comprehensive NPC when the Proponent was ready to proceed with development on Lot A.

You are receiving this notice because you received or commented on one or more of the MEPA documents filed previously for this project: the Environmental Notification Form (filed July 2006), the Draft Environmental Impact Report (filed August 2007), or the Notice of Project Change (filed October 2008).

Lot A is now proposed to be developed as a 298-unit apartment community including a club house and common space and a four-story parking structure. Impacts are generally lower than those anticipated for the previously-proposed retail center. The residential development is expected to generate approximately 1,930 vehicle trips and require approximately 55,280 gallons of water use per day. The footprint of development on Lot A has been reduced, and impacts on wetland areas and proposed mitigation measures remain the same as those described in the Draft EIR.

The Proponent previously filed an NPC for the Project on June 16, 2014. The Proponent withdrew that document from the MEPA Office's consideration in July, 2014 to refine traffic improvement designs based on comments from the Department of Conservation and Recreation (DCR). Responses to these comments and others on the withdrawn NPC are provided in Section 9.0 of this submittal.

You are invited to download and review the most recent NPC, which is available online at the following web address:

<https://epsilon.sharefile.com/d/s310934cd11e4c63b>

This NPC will be noticed in the *Environmental Monitor* published November 5, 2014. The public comment period will extend to November 25, 2014, and the Certificate will be issued December 5, 2014.

Written comments may be filed during the comment period. Your comment letter should reference EEA #13836 and should be sent to the Secretary of Environmental Affairs at the following address:

Secretary Maeve Valley Bartlett
Executive Office of Energy and Environmental Affairs
Attn: MEPA Office, EEA No. 13836
100 Cambridge Street 9th Floor
Boston, Massachusetts 02114

A limited number of hard copies are available on a first come, first served basis. If you would like a hard copy, please contact Ms. Corinne Snowdon by telephone at (978) 897-7100 or by e-mail at csnowdon@epsilonassociates.com.

Sincerely,

EPSILON ASSOCIATES, INC.



Holly Carlson
Senior Scientist



U.S. Department
of Transportation
**Federal Aviation
Administration**

October 31, 2014

Ms. Ann Marie O'Neill
Selectman
Town of Stoneham
35 Central St.
Stoneham, MA 02180

Dear Ms. O'Neill:

I am writing to update you on Phase 3 of the Boston Logan Airport Noise Study (BLANS). As stated in our September 2013 letter, Phase 3 continues to be a collaborative effort between the Federal Aviation Administration (FAA), the Massachusetts Port Authority (Massport), and the Logan Airport Community Advisory Committee (CAC) as required by the FAA's August 2, 2002, Record of Decision on the Boston Logan Airside Improvements Planning Project, Environmental Impact Statement.

The purpose of Phase 3 is to evaluate the potential to further reduce aircraft noise to communities surrounding Boston-Logan Airport by changes in runway use. The CAC, with assistance from their independent consultant, have proposed a runway use plan framework that includes changing runway configurations between different time periods within the day and the following day when wind, weather, and operational conditions allow. The CAC has specifically requested that various components of this framework be tested; starting with a test to evaluate how often FAA is able to change configurations from the night period (8:30 p.m. to midnight) to the following morning period (6:00 a.m. to 9:30 a.m.). The CAC states this first test is to address one of the most common complaints from the community, which is anecdotally described as "going to bed and waking up with aircraft noise." Additional details of the test and runway use plan framework, including metrics and monitoring, can be found on the BLANS website at www.bostonoverflightnoisestudy.com. A link to information regarding the runway use plan test is provided on the home page.

Massport supports testing components of the runway use plan and has formally requested that FAA conduct the first test and subsequent different tests once defined. The FAA has agreed to conduct the first test as requested by Massport starting this November, which is planned for 3 months, but may be shortened or extended, not to exceed 6 months, consistent with FAA environmental requirements for individual test procedures. Other tests, while anticipated, may depend in part on the results of one or more of the previous tests. Overall, the FAA's goal is to provide Massport and the CAC with the necessary data to ensure that the final runway use program proposed by Massport will be successful.

We encourage you to review the above mentioned documents and other related information on the BLANS website at www.bostonoverflightnoisestudy.com to determine if you have any concerns related to your community for the runway use plan test(s). As stated in our September 2013 letter, communities are offered a voice in the BLANS process through participation on the CAC, who meet on an as needed basis to discuss the analysis of noise abatement measures. If your community does not yet have a designated CAC representative, please consider carefully the importance of such participation and contact one of the CAC officers listed below regarding procedures to join the CAC:

Sandra Kunz
89 Hollingsworth Avenue
Braintree, MA 02184
skunz@verizon.net
(781) 848-0315

Jerry Falbo
80 Jefferson Street
Winthrop, MA 02152
lawfsg@winthropesq.com
(617) 846-3433

Thank you for your consideration in this matter. If you have any questions or need additional information from the FAA, please contact Allan Goldsher at (781) 238-7025 or allan.goldsher@faa.gov.

Sincerely,

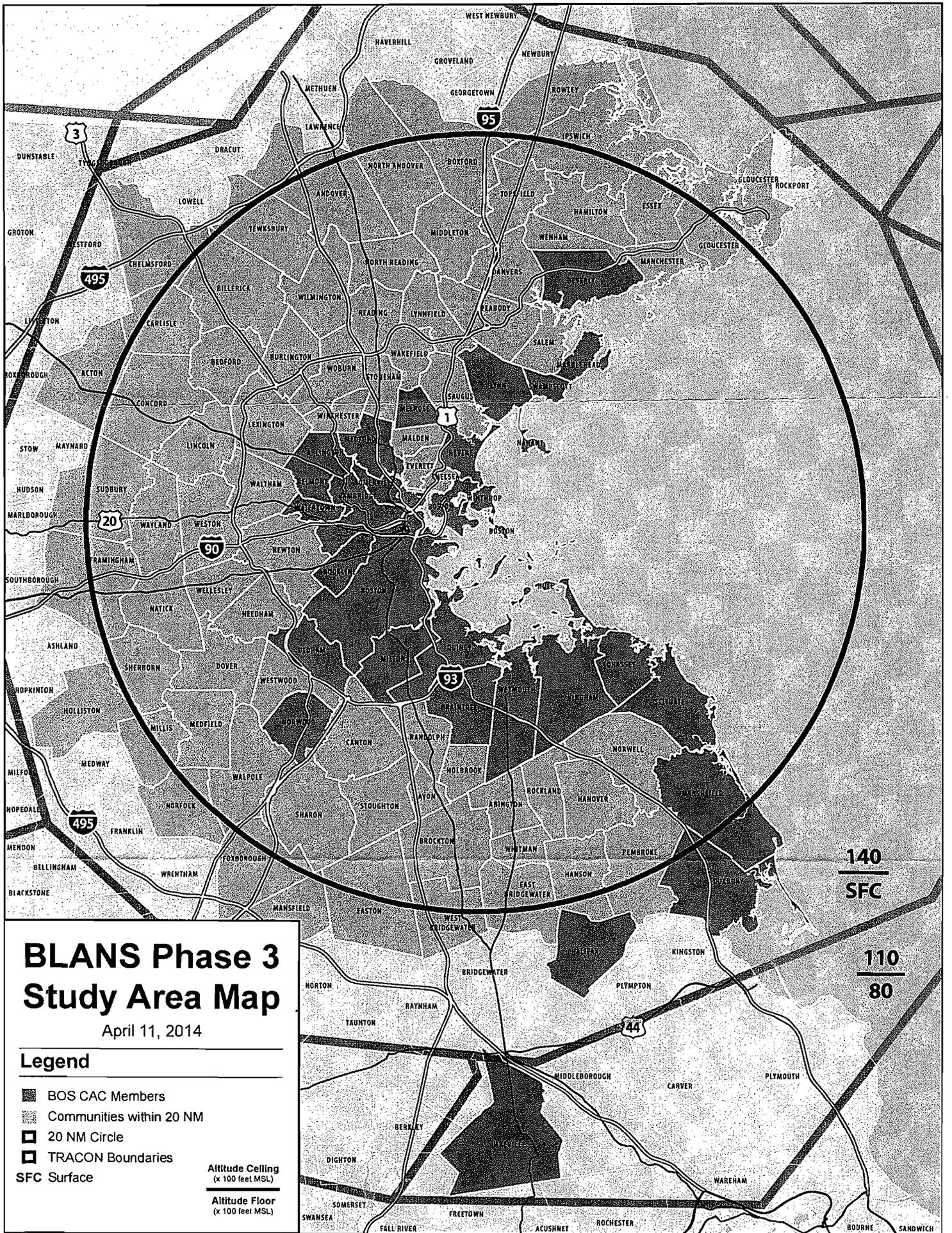


Myron A (Tony) Jenkins
Manager, Eastern Service Center, Operations Support Group

Enclosure

Map of study area depicting CAC participating communities

cc: Ms. Sandra Kunz and Mr. Jerry Falbo, CAC officers
Mr. Flavio Leo, Massport



BLANS Phase 3 Study Area Map

April 11, 2014

Legend

- BOS CAC Members
- Communities within 20 NM
- 20 NM Circle
- TRACON Boundaries

SFC Surface

Altitude Ceiling
(x 100 feet MSL)

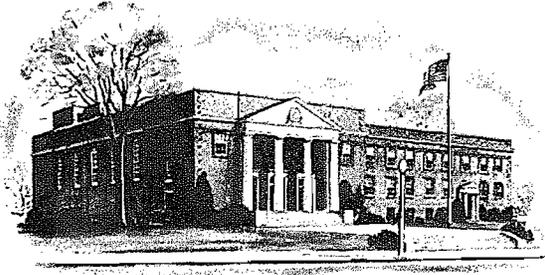
Altitude Floor
(x 100 feet MSL)

140
SFC

110
80

11/14/2014

	TRASH		RECYCLING		<u>True Recycling Rate</u>		Percentage of Recycling to		Bulk Reimbursement
					Trash+Recycling		Trash		
	FY 14	FY 15	FY 14	FY 15	FY 14	FY 15	FY 14	FY 15	
July	632.34	483.94 ↓	91.48	179.02 ↑	12.64%	27.00% ↑	14.47%	36.99% ↑	\$290.00
August	595.02	419.59 ↓	81.70	142.48 ↑	12.07%	25.35% ↑	13.73%	33.96% ↑	\$230.00
September	590.45	465.68 ↓	91.19	143.15 ↑	13.38%	23.51% ↑	15.44%	30.74% ↑	\$200.00
October	625.68	477.45 ↓	102.49	165.99 ↑	<u>14.08%</u>	<u>25.80%</u> ↑	<u>16.38%</u>	<u>34.77%</u> ↑	\$320.00
Total	2,443.49	1,846.66 ↓	366.86	630.64 ↑	13.05%	25.46% ↑	15.01%	34.15% ↑	\$1,040.00
Recycling change FY15 vs FY 14	263.78 Tons ↑		\$16,486.25 Avoidance Savings Tip fee						
	71.90% ↑								
Trash change FY15 vs FY 14	596.83 Tons ↓		\$37,301.88 Direct Cost Savings Tip fee						
	24.43% ↓								
			\$53,788.13 Total Cost Avoidance and Direct Svings.						
Bulk items reimbursement			\$1,040.00						
			\$54,828.13 Grand Total Savings						



TOWN OF
STONEHAM
MASSACHUSETTS

www.stoneham-ma.gov

OFFICE OF TOWN ADMINISTRATOR
35 CENTRAL STREET
STONEHAM, MA 02180-2087
TEL: 781-279-2600
FAX: 781-279-2602
dragucci@ci.stoneham.ma.us

DAVID RAGUCCI

TOWN ADMINISTRATOR

MEMO

DATE: October 22, 2014
TO: Tom Boussy, Chairman, Board of Selectmen
FROM: David Ragucci, Town Administrator
SUBJECT: Zamboni Driver - Arena

Please be advised that the Town would like to appoint Justin Chiulli (Arena Manager Lou Chiulli's son) as a part-time Zamboni driver at \$11.00 per hour at the Stoneham Arena.

Lou has completed the conflict of interest disclosure and Justin will not be reporting directly to Lou Chiulli. Justin will work nights and weekends and report to Bill Weisse, Assistant Arena Manager (see attached memo from HR Director Ginny Ray dated October 9, 2014).

TOWN OF STONEHAM
BOARD OF SELECTMEN
2014 OCT 23 A 11:18
Thank you.
dp
Attachment

INTEROFFICE MEMO

HUMAN RESOURCES

TO: David Ragucci, Town Administrator
FROM: Ginny Ray, Director of Human Resources
DATE: October 9, 2014
SUBJECT: HIRING RECOMMENDATION OF JUSTIN CHIULLI



Attached please find the application of Justin Chiulli, Lou Chiulli's son, for the position of part-time Arena Zamboni Driver.

Justin has four years of experience driving a Zamboni, and he currently works at the Bedford Edge Arena as a Zamboni Driver making \$13.50 per hour. He is a college graduate who majored in Sports Management.

Justin will be working on alternate Saturdays and Sundays and one night per week. He will report directly to Bill Weisse, the Assistant Manager. He will also be the third employee working when the Arena has a tournament. He will be called in for emergencies as well.

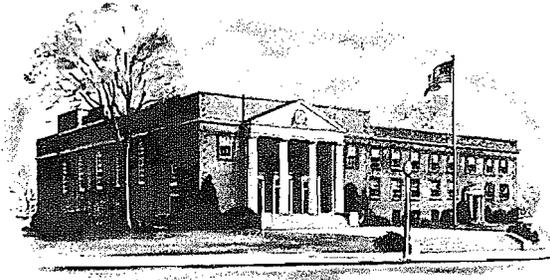
His total hours will not exceed 18.75 (unless there is an emergency.) Lou would like to pay Justin \$12.00 per hour. After reviewing the current rates of pay of staff members who have worked at the Arena for several years, **I am recommending an hourly rate of \$11.00 per hour.** From the information I have received from other communities (very few manage their own rinks) the average rate of pay for a Zamboni Driver is \$11.00 to \$12.25 per hour. Employees with night shift supervisory responsibility are paid about \$1.00 per hour higher.

<u>Rate</u>	<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>
11.5000	MORDAUNT	GEORGE	11/20/2008
12.5000	O'KEEFE	EDWARD	11/20/2008
12.0000	WEISSE	GREGORY	11/20/2008
12.0000	WEISSE	DARREN	11/20/2008
13.0000	GIAMPA	PHILLIP	01/15/2010
10.0000	KEOGH	MICHAEL	06/11/2010
10.5000	ARONE	ANTHONY	07/01/2010
10.5000	BURKE	ROBERT	04/13/2011
11.5000	HAMILTON	MATTHEW	01/24/2012
11.5000	MCPHERSON	THOMAS	11/24/2012
10.0000	MCPHERSON	BENJAMIN	08/29/2014

I have attached Lou Chiulli's disclosure form as required by MGLc268A, S.19. Could you please review and if you are in agreement with hiring Justin, sign page 2 of the disclosure. He has passed his CORI and we are waiving the physical.

Thank you.

approved Gray/attachments

TOWN OF
STONEHAM
MASSACHUSETTS
www.stoneham-ma.gov

OFFICE OF TOWN ADMINISTRATOR
35 CENTRAL STREET
STONEHAM, MA 02180-2087
TEL: 781-279-2600
FAX: 781-279-2602
dragucci@ci.stoneham.ma.us

DAVID RAGUCCI
TOWN ADMINISTRATOR

MEMO

DATE: October 22, 2014
TO: Tom Boussy, Chairman, Board of Selectmen
FROM: David Ragucci, Town Administrator 
SUBJECT: Department of Public Works – Laborer I position

Please be advised that the Town has advertised to fill a Laborer I position in the Department of Public Works for a position that has been vacant since July 31, 2014 due to a resignation. There were 29 applicants that applied and 5 candidates were interviewed.

Based on the attached recommendation of DPW Director Robert Grover, I am recommending Keith A. Michenzie to be appointed to permanent full-time Laborer I position pending the passing of his pre-employment physical.

Mr. Michenzie will be working 40 hours per week at the minimum of \$20.71 per hour.

TOWN OF STONEHAM
BOARD OF SELECTMEN
2014 OCT 23 A 11:18



TOWN OF
STONEHAM
MASSACHUSETTS 02180

Public Works Department
16 Pine Street

781-438-0760
Fax 781-438-8183

To: David Ragucci
Town Administrator

From: Robert E. Grover
Director of Public Works

Date: September 22, 2014

Subject: Laborer 1 position

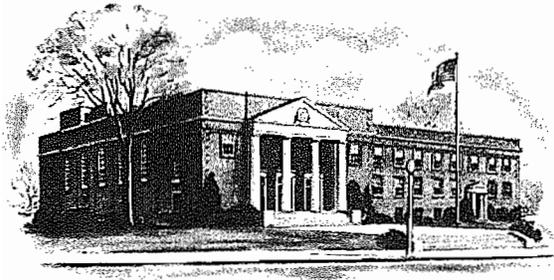
There is a vacancy for a Laborer 1 in the Public Works Department due to the resignation of Micheal LeFave. The position was advertised in the Stoneham Independent, the Middlesex East and the Town web-site. There were 29 applicants. The list was narrowed down to 5 candidates and interviews were held by Larry Brophy and myself.

I recommend that Keith Michenzie be appointed to the position. Keith is a resident of Everett and has worked for the Norwood Public Works Department. He has 11 years of public works experience including cemetery work, public works construction and plowing and sanding operations.

APPROVED:


RECEIVED
SEP 22 2014
HUMAN RESOURCES
STONEHAM, MA 02180





TOWN OF
STONEHAM
MASSACHUSETTS

www.stoneham-ma.gov

OFFICE OF TOWN ADMINISTRATOR
35 CENTRAL STREET
STONEHAM, MA 02180-2087
TEL: 781-279-2600
FAX: 781-279-2602
dragucci@ci.stoneham.ma.us

DAVID RAGUCCI

TOWN ADMINISTRATOR

MEMO

DATE: November 10, 2014
TO: Tom Boussy, Chairman, Board of Selectmen
FROM: David Ragucci, Town Administrator
SUBJECT: Spare Traffic Director – Police Department

Please be advised that, on the recommendation of Chief James McIntyre and Safety Officer Joseph Ponzo, the Town would like to appoint Maryann Grafton, 106 Hill Street, #7, Stoneham, MA to the position of Spare Traffic Director.

This appointment is contingent upon Ms. Grafton passing her CORI and pre-employment physical.

If the Board has any questions or concerns, please don't hesitate to contact me.

Thank you.

2014 NOV 12 A 8:07
TOWN OF STONEHAM
BOARD OF SELECTMEN



MEMORANDUM

To: MAPC Council Representatives and Other Local Officials
From: Marc D. Draisen, Executive Director
Subject: Professional Technical and Planning Assistance to MAPC Municipalities
Date: October 20, 2014

I am writing today to invite you to submit a proposal for work to be undertaken by the Metropolitan Area Planning Council (MAPC), for the benefit of your municipality, under two separate technical assistance programs.

First, I am very pleased to announce that the Governor and Legislature have continued the expanded funding for the District Local Technical Assistance (DLTA) Program for calendar 2015. During 2014, this program has enabled MAPC to work with individual communities, or groups of communities, on a total of 40 projects. Through this RFP, we are soliciting ideas for 2015.

In addition, the Governor, Legislature and the municipal members of MAPC have all agreed to increase the Assessment funding available to MAPC. My goal, and the goal of the MAPC Council, is to utilize these funds to provide additional services and technical assistance to our communities. Therefore, we are using a portion of these funds to establish the "Planning for MetroFuture" technical assistance program to help cities and towns – and the region as a whole – to achieve the goals of the regional plan.

The budget from these two sources (combined) will be around \$1 million. Proposals will be accepted and reviewed on a rolling basis starting on November 1, and will continue until all funds are allocated (probably by March, 2015). A municipality may be involved in one community-specific project and also one or more multi-community projects at the same time.

You don't really need to worry about which program will fund your proposal. We'll figure that out, based on the specific ideas you present and the timeframe for the planning work. Just come up with the best proposal you can, in accordance with the guidelines in this memo, and we will try and fund as many projects as we can.

Applying for Assistance

If you wish to apply – either as a single municipality or as part of a group of municipalities – you should submit a two-page-maximum concept scope that satisfies the following requirements:

- Provides a succinct project overview, including (where appropriate) items such as the project status, location, and any previous or related efforts accomplished to date (e.g., plans, reports or studies that have been completed by local staff or consultants).
- Describes the need for the project and the local, regional and state goals that the project will advance. Please refer specifically to the appropriate MetroFuture goals found by going to the MetroFuture web page at mapc.org/metrofutur and following the link to download the "MetroFuture Regional Plan Goals and Objectives."

- Identifies the specific products expected from the project (e.g., draft or adopted bylaw or ordinance, regional inter-municipal agreement, permitting procedures, collective purchasing agreement).
- Describes key project outcomes, or changes/improvements in the community, you expect will be achieved coming out of this process. Examples might be a zoning change, state policy change, adoption of an ordinance at the local level, establishment of a standing committee, etc.
- Explains how local officials, community groups, business and/or institutions will be involved in the planning process, as appropriate, and how the project will involve groups that tend to be under-represented in planning processes (e.g., low-income, linguistic or racial minorities, small businesses, youth, seniors, recent immigrants, etc.).
- Proposes or estimates the project timeline and associated project milestones, if applicable (e.g., must be completed in time for close of fall town meeting warrant in August). Note: All projects must be completed by December 31, 2015.
- Describes the municipal commitment to the project. The application should indicate the support of the mayor, city manager or town administrator to request the grant. The proposal should detail the municipality's (or group's) commitment to move ahead with the project in a timely fashion (e.g., will immediately establish a project advisory committee to move the project along). Note that the mayor, city manager, or town administrator will be required to sign the final scope approved for a project to indicate local support for the proposal.
- Designates a single lead community, in the event that this is a multi-municipal proposal. It would be ideal – but not required – to have a clear indication of support from the mayor, city manager or town administrator in each participating municipality. In the case of a multi-community project, the lead municipality's representative will sign the scope.
- Defines the community's expected contribution to the project (e.g., XX hours of municipal planner staff time or planning board volunteer time to assist in analysis). Municipalities are encouraged, but are not required, to consider a financial contribution to their proposals as a way to extend the scope of projects and demonstrate their commitment to the project.
- Identifies the lead contact from the municipality for the application.

MAPC staff will review the proposal/concept scope and work with applicant to clarify the scope or add any missing information, and then determine the level of effort the project would require and the appropriate allocation of DLTA or Planning for MetroFuture funds. Projects will submitted to MAPC's Executive Director for final approval, and as noted above, all final agreements for approved projects will be signed by the mayor, city manager or town administrator. Please feel free to contact your subregional coordinator, any member of the MAPC staff with whom you have worked on a project in the past, or any of the program staff listed below to discuss a potential project:

Mark Racicot (land use, housing, economic development): 617-933-0752, mracicot@mapc.org

Mark Fine (municipal services): 617-933-0789, mfine@mapc.org

Rebecca Davis (energy): 617-933-0708, rdavis@mapc.org

Martin Pillsbury (environment): 617-933-0747, mpillsbury@mapc.org

Eric Bourassa (transportation): 617-933-0740, ebourassa@mapc.org

Barry Keppard (public health): 617-933-0750, bkeppard@mapc.org

Frequently Asked Questions

DISTRICT LOCAL TECHNICAL ASSISTANCE PROGRAM & PLANNING FOR METROFUTURE TECHNICAL ASSISTANCE PROGRAM

October 2014

Q. What is District Local Technical Assistance (DLTA)?

A. Established by Chapter 205 of the Acts of 2006, DLTA enables Regional Planning Agency (RPA) staff to provide technical assistance to communities for “any subject within regional planning expertise.” Over the past few years, the Patrick Administration has requested that RPAs focus their efforts on the state priorities of Planning Ahead for Housing, Economic Development and Preservation and Regional Collaboration in Service Delivery or Procurement. The contract for the 2015 DLTA program once again emphasizes these parameters. For more information related to the past projects funded by DLTA, including reports containing the results of the projects, see the MAPC web site at mapc.org/DLTA_Reports. The total amount of funds available under DLTA is expected be on the order of \$624,000 for 2015, and DLTA projects must be finished by December 31, 2015.

Q. What is Planning for MetroFuture?

A. As part of the FY 2015 budget, the Legislature and Governor authorized the first statutory change in the MAPC Municipal Assessment since 1974, allowing that Assessment to increase to 50 cents per capita. On September 17, 2014, the municipal representatives to MAPC approved that change. This year, 75% of the additional Assessment dollars will be used to establish the Planning for *MetroFuture* technical assistance program to provide additional assistance to cities and towns in achieving the goals of the *MetroFuture* regional plan. This will help MAPC to fund additional projects that were eligible under DLTA, because DLTA resources never could meet fully the demand from our communities. It will also help MAPC to fund projects that were not easily funded under DLTA, such as those dealing with environmental issues. It will also help us to fund projects related to the priorities included in MAPC’s 2015-20 Strategic Plan (see these priorities in answer to the next question).

Q. What are the priorities in MAPC’s 2015-20 Strategic Plan?

A. MAPC is undergoing a 5-year update to its Strategic Plan. MAPC sees our technical assistance programs as a means to implement not only the very broad goals of the *MetroFuture* regional plan, but also the more narrowly defined Strategic Priorities of the agency.

Draft priorities include:

- Encourage development and preservation consistent with smart growth principles, focusing on these three elements
 - Expanding the supply of housing that the region needs to grow economically, with an emphasis on multi-family housing, smaller single-family homes, and homes that are affordable to a wide range of incomes
 - Promoting innovative transportation strategies, including congestion mitigation, shared and appropriately-priced parking, streets that work for all users, and transit solutions for both cities and suburbs

- Encouraging both residential and economic development that is oriented to take advantage of its proximity to existing or planned subway and light rail stops, commuter rail stations, and key bus stops
- Partner with our cities and towns to promote regional collaboration, enhance effectiveness, and increase efficiency
- Play a leading role in helping the region to achieve greater equity
- Help the region reduce greenhouse gas emissions and adapt to the physical, environmental, and social impacts of climate change and natural hazards.

Final priorities and the full Strategic Plan are expected to be approved by the Council on October 29, 2014, and will be posted on the MAPC web site at www.mapc.org. MAPC will entertain and consider funding proposals that meet the broader *MetroFuture* goals, even if they do not focus on the Strategic Priorities. However, those that advance the Priorities will be given special consideration.

Q. What types of projects are eligible for DLTA funds?

A. Eligible projects fall into in two major funding categories: Planning Ahead for Housing, Economic Development and Preservation; and Regional Collaboration in Service Delivery or Procurement.

Q. What is meant by Planning Ahead for Housing, Economic Development and Preservation?

A. Generally speaking, these planning activities will encourage (a) the production or preservation of housing, especially related to efforts that will advance the Statewide Housing Production Goal of 10,000 multi-family units each year; (b) economic development activities that will help to create or retain jobs; and (c) preservation of key elements of the natural environment in ways that will help to advance balanced and sustainable growth. All activities must be consistent with the Commonwealth’s Sustainable Development Principles and help to advance the goals of our regional policy plan, *MetroFuture: Making a Greater Boston Region*.

Proposals may include, but are not limited to:

- The development of zoning and other regulations to promote development of mixed-income and affordable multi-family housing in transit-oriented-development locations, employment centers, downtown locations and state endorsed Priority Development Areas, including, but not limited to, Gateway Cities, and including undertaking studies and making recommendations to change regulations to better manage parking to enable appropriate development
- Advancing the production or preservation of housing, especially housing that is affordable to low- or moderate-income households, or mixed-income housing
- The creation of as-of-right zoning districts such as those eligible under the Compact Neighborhoods policy or the Chapter 40R/Smart Growth statute
- The creation of prompt and predictable permitting through an Expedited Permitting Priority Development Site using Chapter 43D for housing, economic development, or mixed-use, or other zoning or regulatory changes to promote expedited processes for developments in smart growth locations
- Encouraging economic development in *MetroFuture*-consistent growth areas through such methods as local permit streamlining, downtown or town center economic revitalization, or mixed-use development;
- Identifying challenges and solutions in respect to infrastructure requirements that impact the ability to construct multi-family residential projects or to enable economic development in as-of-right zoning districts and parcels

Such projects are eligible under Planning for MetroFuture. We are particularly interested in using Planning for MetroFuture funds to support projects that advance the Strategic Priorities above. Finally, all projects seeking DLTA or Planning for MetroFuture funds should help to advance the Commonwealth's Sustainable Development Principles and the goals of MetroFuture.

Q. Is a municipality required to provide a match for DLTA or Planning for MetroFuture funding?

A. A successful application *does not require* a local match, and whether or not a match is proposed will not be used in project selection. However, if a proposed project scope exceeds available funding, then MAPC and the project proponent(s) may engage in a strategic discussion about either a) reducing the project scope to meet the limited funding capacity or b) securing a local contribution (or funding from another source) to more fully support the complete scope of the project.

Q. What other additional criteria will MAPC use in determining which projects to fund?

A. In addition to the requirements specific to each funding category, MAPC will also consider the following criteria when prioritizing projects for DLTA or the Planning for MetroFuture funding:

- **MetroFuture Goals:** The project advances multiple MetroFuture goals. (No project will be selected that is inconsistent with MetroFuture goals).
- **Regional Collaboration:** The project will encourage collaboration in the land use field or in municipal service delivery among multiple municipalities. Generally speaking, projects involving multiple municipalities will be prioritized over those affecting only one city or town.
- **Equity:** The project addresses regional equity issues by enhancing the quality of life for low-income households, minorities, people with disabilities or other disadvantaged groups, as identified in MetroFuture and the Commonwealth's Sustainable Development Principles.
- **Civic Engagement:** Does the proposal include an appropriate level of civic engagement based upon the details of the project (e.g., a visioning effort would include significant civic engagement and outreach, while a project that is designed to follow up on a previous visioning effort by drafting a bylaw may instead include only meetings with municipal boards, including public hearings).
- **Readiness for Implementation:** The project is likely to result in near-term "changes on the ground" (e.g., new construction, approved zoning changes, inter-municipal collaboration on service delivery). The community has a stated goal and timeline for implementation.
- **Replicability:** The project could be a model or template for use in other municipalities or groups of municipalities.
- **Impact:** The project will, when implemented, have a significant impact on the region, either in itself, or through the potential for replicability throughout other areas of the region.
- **Local Capacity:** The applicant community has demonstrated they have the capacity to adopt and implement smart growth measures or successfully collaborate with neighboring municipalities to share services or conduct joint purchasing.

Q. What is the general and common scale of technical assistance awarded?

A. In the past, projects have ranged from those in which the community needs only a small amount of assistance to achieve the implementation of local regulatory change (which may take less than 50 hours of technical assistance) to larger multi-community projects that require hundreds of hours of community outreach, coordination, research and bylaw/ordinance drafting. MAPC intends to continue to approve a range of projects. MAPC will assist the communities selected for funding in determining the estimated hours needed to accomplish the project.

- Identifying multi-family residential, economic development, or mixed-use projects subject to the Permit Extension Act (as amended), assessing impediments to such projects, and recommending steps that the Commonwealth and/or the applicable municipality could realistically take to enable those projects to go forward
- Analysis of affordable and market-rate housing needs, to include, for example, preparation of a Housing Production Plan pursuant to 760 CMR 56.00 et. seq., or other housing-related planning projects/ordinance drafting for a single municipality, or similar undertakings that may guide the execution of a compact among several communities for locating affordable and market-rate housing
- Identification, assessment and mapping of Priority Development Areas (PDAs) and Priority Preservation Areas (PPAs) in a single municipality or among neighboring municipalities, including discussion of specific areas for multi-family housing growth
- Encouraging communities to use the Economic Development Self-Assessment Tool (EDSAT) to assess economic development opportunities within communities and/or regions and to develop implementation strategies based on EDSAT recommendations
- Planning for the preservation of key parcels or natural resources, which will improve the quality of life in the affected municipalities in such a way as to encourage growth and development in appropriate, smart growth locations
- Efforts to enhance the resilience of homes, businesses, public infrastructure, and natural amenities in the event of natural disasters or in response to climate change, in such a way as to protect life and property, save public funds, and preserve a strong residential and business sector over the long term.

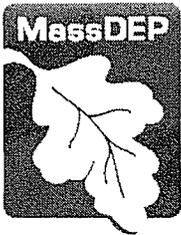
Q. What activities are eligible under the category of Regional Collaboration in Service Delivery or Procurement?

A. This category provides funding for municipalities to work together to achieve savings and/or to improve the quality of service delivery. Examples of this type of activity include:

- Shared services (e.g., regional animal shelters, regional lockups, regional 911 centers, other public safety and emergency response facilities or systems, information technology/data management, school district/regional school district analysis, shared professional and administrative services, agreements to operate shared waste disposal/recycling facilities/programs, regional clean energy services procurements, shared services related to public health, shared services related to fire/EMS services)
- Cooperative agreements (e.g., regional analysis of affordable housing needs, compact among communities for locating affordable housing, agreements regarding economic development along boundaries or shared corridors, agreements to facilitate collaboration between local housing authorities)
- Collective purchasing to allow for the cost-effective purchase of goods and services by a consortia or group of communities (MAPC currently administers collaborative procurement arrangements for towns and cities to purchase goods and services such as public safety and public works vehicles and public works maintenance services);
- Other cost saving measures that could benefit more than one municipality, or which promote cost effectiveness/efficiency within one community that may serve as an example for others.

Q. What activities are eligible under the Planning for *MetroFuture* technical assistance program?

A. Any project that would be eligible for DLTA is automatically eligible under Planning for *MetroFuture*. In addition, we recognize that some projects, especially those dealing with environmental issues, have been difficult to fund under the DLTA funding priorities.



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

DEVAL L. PATRICK
Governor

MAEVE VALLELY BARTLETT
Secretary

DAVID W. CASH
Commissioner

November 6, 2014

Mr. Thomas Boussy
Chair, Board of Selectmen
Town of Stoneham
35 Central Street
Stoneham, MA 02180

Dear Mr. Boussy,

Thank you for your request for assistance through MassDEP's FY15 In-Kind Technical Assistance application. The Department is pleased to be able to provide your community with 60 hours of hands-on assistance for the project entitled School Recycling Assistance. The person assigned to provide this assistance is Carolyn Dann who serves as MassDEP's Municipal Assistance Coordinator for your region.

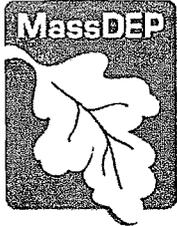
Carolyn Dann will contact your municipality's designated recycling contact (copied below) to arrange a meeting to develop a scope of work and project deliverables. You will be asked to review and sign the scope of work, once it meets with your approval. Upon completion, MassDEP will make the results of your project and/or its deliverables available to interested municipal officials so they may learn from your community's efforts to reduce waste and increase recycling in the Commonwealth.

The Department applauds your commitment to maximizing the efficiency and effectiveness of your municipal recycling program and looks forward to working with you.

Sincerely,

Greg Cooper
Division Director – Bureau of Waste Prevention

cc: Robert Grover, DPW Director
Carolyn Dann, Municipal Assistance Coordinator



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

DEVAL L. PATRICK
Governor

MAEVE VALLELY BARTLETT
Secretary

DAVID W. CASH
Commissioner

October 16, 2014

Mr. Thomas Boussy
Chair, Board of Selectmen
Town of Stoneham
35 Central Street
Stoneham, MA 02180

Dear Mr. Boussy,

Congratulations! It is my pleasure to inform you that the Massachusetts Department of Environmental Protection (MassDEP) has awarded the Town of Stoneham a Sustainable Materials Recovery Program Municipal Grant. The Town of Stoneham will receive up to \$1,250 for a Targeted Small Scale Initiative.

The Sustainable Materials Recovery Program (SMRP) was created under 310 CMR 19.300-303 and the Green Communities Act, which directs a portion of the proceeds from the sale of Waste Energy Certificates to recycling programs approved by MassDEP. The SMRP solicitation, issued April 1, 2014, offered funding to cities, towns and regional entities - as well as certain non-profit organizations that provide services to them - for recycling, composting, reuse and source reduction activities that will increase diversion of municipal solid waste and household hazardous waste from disposal. MassDEP received applications from 185 municipalities, regional groups and non-profits. With \$3.8 million in requested funds, the evaluation and award process was extremely competitive.

The terms and conditions of your grant are outlined in the attached document, which contains key dates and deadlines specific to your award. This information has also been provided to the municipal recycling contact copied below. Should you have any questions, please call Tina Klein at (617) 292-5704.

Thank you for your commitment to advancing recycling and waste reduction in Massachusetts. Together our efforts will reduce greenhouse gas emissions, conserve natural resources and save energy, while also supporting jobs and reducing disposal costs for waste generators and municipalities.

Sincerely,

David W. Cash
Commissioner

cc: Mr. Robert Grover, DPW Director



Checklist for Small-Scale Initiatives Grant Award

Instructions:

- Note the following deadlines and requirements for this grant.
- Complete Section 6 of the Grant Agreement (sent to the municipal Recycling Contact) and return a signed original to Emily Martin, MassDEP no later than Feb. 1, 2015.
- Do not expend funds for which you intend to seek grant reimbursement until AFTER a Grant Agreement has been executed.

All funds must be spent and invoices received by MassDEP by June 30, 2015.

STEP ONE: Use of Grant Funds

A copy of the Grant Agreement has been sent to the municipal Recycling Contact copied on the enclosed award letter. Section 6 of the Grant Agreement requests information on how your municipality intends to spend its Small Scale Initiative grant funds. Please select one of the two options listed in the Grant Agreement by checking the appropriate box. If you select the second option, you must contact Emily Martin (contact info below) to obtain approval for the proposed use of funds, prior to returning the Grant Agreement.

STEP TWO: Grant Agreement

The Grant Agreement must be signed by one of the individuals listed on page 1 of the Authorized Signatory Listing form, which your municipality filed with MassDEP. For reference, a copy of your Authorized Signatory Listing has been sent to the municipal Recycling Contact. The signed original Grant Agreement must be returned to the address listed below no later than February 1, 2015.

Contact Emily Martin with any questions: 617-348-4004 or Emily.Martin@state.ma.us

Return completed documents to:

Emily Martin
MassDEP, Consumer Programs
One Winter Street, 7th Floor
Boston, MA 02108

Sinclair, Erin

From: bladata@dor.state.ma.us
Sent: Tuesday, November 04, 2014 3:00 PM
To: JDP9633@aol.com; Sinclair, Erin; AnnMarie O'Neill; frank.vallarelli@comcast.net; Macdonald, Brian; tboussy@thbcompany.com; Dudley, Penni; townclerk@ci.stoneham.ma.us; sweeneybob54@gmail.com
Cc: bladata@dor.state.ma.us
Subject: Notification of certification

Massachusetts Department of Revenue Division of Local Services

Amy Pitter, Commissioner

Robert G. Nunes, Deputy Commissioner & Director of Municipal Affairs

Tuesday, November 4, 2014

Stoneham Board of Assessors
Town Hall
35 Central St.
Stoneham, MA 02180

Re: NOTIFICATION OF CERTIFICATION - Stoneham

Dear Board Members:

The Commissioner of Revenue has determined that the locally assessed values of real and personal property in your municipality represent full and fair cash valuation as of January 1, 2014 for fiscal year 2015 and that these proposed property assessments satisfy the minimum requirements for certification.

The Commissioner further certifies that:

1. all real property has been classified according to its use as of January 1, 2014 as required by Chapter 59, § 2A(b).
2. a majority of the assessors have been qualified to classify property by their attendance at a classification workshop conducted by the Department of Revenue.

The community must now hold a public hearing on the issue of selecting a residential factor, which will determine the percentages of the tax burden to be borne by each class of property for fiscal year 2015. Prior to the hearing, we urge you to promote public understanding and discussion of the options available to the town in regard to allocating the tax burden among major property classes. The Selectmen or the City Council with the approval of the Mayor may elect a factor greater than the minimum residential factor, or a factor of "1" which will result in a uniform allocation of the tax burden among all classes of property. In addition, they have the option of granting an open space discount, residential exemption and small commercial exemption.

It appears that you are progressing satisfactorily in complying with your responsibilities under the classification law. It is important that you complete the final steps expeditiously so that tax billing will not be delayed.

If you have further questions or require assistance in completing the final steps for a classified tax system please contact the Bureau at (617) 626-2300.

Fiscal Year 2018 Certification Directives:

In order to prepare for the next scheduled recertification of all real and personal property we are enclosing your community's program directives. These directives were made by your Bureau of Local Assessment advisor as a result of your FY 2015 certification review. You should have a budget in place for any work that needs to be done two years in advance of the next certification to avoid costly delays in obtaining timely certification from the Bureau.

As you plan and implement your next triennial certification, please consult the Bureau's [Certification Standards](#) in the Division's website, www.mass.gov/dls, in the Local Assessment section. If you need assistance please call your appraisal advisor.

Sincerely yours,
Joanne M. Graziano, Chief
Bureau of Local Assessment

FY 2018 Directives **Town of Stoneham**

Cyclical Reinspection

Maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market values. Our last certification review indicated that the Board of Assessors should begin a cyclical reinspection program of all descriptive property data over a specified time period, so that each parcel is inspected at least once in every nine-year cycle. Town should have all property classes completed by FY2018. Town and assessor should continue with their recently implemented program of inspecting all condominium complexes. As part of this cyclical reinspection program, an on-going data quality analysis would help identify recollection priorities for program planning. For further information on cyclical reinspection programs and data quality analysis please refer to the "Certification Standards."

Income and Expense Data

Assessors should continue with program to ensure a better return of Income and Expense data from Commercial, Industrial and especially Apartment property owners.

Neighborhood Review

The Board of Assessors should review all residential neighborhood delineations in accordance with indicated land value and adjust them as needed by the next certification.

Land Schedules

Assessors should review and analyze market influences of certain characteristics on the value of land, such as access, and topography, and adjust the land valuation system as needed in a uniform and equitable manner.

Personal Property - Database Maintenance

The last certification review indicated the need to develop a systematic personal property database maintenance program. The collection and maintenance of current and accurate personal property inventory data is a critical element in of uniform and equitable valuation. As part of the program, new items and new accounts should annually be identified, listed and valued in the same system as is used for the existing personalty. For further information on data maintenance, cyclical reinspection programs and data quality analyses please refer to the "Certification Standards."

Tax Maps - GIS

The assessing office should consider adding additional information to their GIS maps in order for items such as street names can be viewed on their NHBD map.

Other Directives

The Board of Assessors should investigate the possibility of expanding the number of cap rates used for all

apartments to account for the various risk differences

Commercial-Industrial Land Schedule

Assessor should review their excess rate for C&I parcels. Although there are not many parcels with excess land , rate should have some type of market support for that rate.

cc:

JDP9633@aol.com;esinclair@ci.stoneham.ma.us;amoneill118@yahoo.com;frank.vallarelli@comcast.net;bmacdonald@ci.stoneham.ma.us;tboussy@thbcompany.com;pdudley@ci.stoneham.ma.us;townclerk@ci.stoneham.ma.us;sweeneybob54@gmail.com

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November 9, 2014

To Public Works Administrator:

I write to express my dismay at the way in which the Stoneham DPU has been resurfacing sidewalks in town. Hot-topping seems to be a craze now; the DPU has begun/continued to hot-top streets, but you are now extending the hot-top right up to owners' lawns. On certain streets - for example Elm Street – our beautiful, tree-lined streets are being replaced by black hot-top everywhere. We no longer have sidewalks with a border of green separating them from the street. Are we trying to imitate communities like Malden and Everett? It sure looks like it.

...and the *sloppy* job that was done on Elm Street is a disgrace. Who is making these decisions and making our beautiful town look like a big, asphalt parking lot?

We have a good community. Our middle and high schools are level 1 schools; that's the highest rating the state gives. Our teachers and parents work so hard to keep our community one of the best. It's about time the DPW stopped paving everything with black and returned to the tree-lined streets we were once famous for. Please...start planting and growing and stop the hot-top madness.

Thank you.

Sincerely,
A few Bear Hill residents

cc: BOS
Stoneham Independent

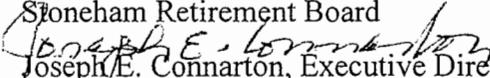
PERAC

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

JOSEPH E. CONNARTON, *Executive Director*

Auditor SUZANNE M. BUMP | PHILIP Y. BROWN, ESQ. | JOHN B. LANGAN | JAMES M. MACHADO | DONALD R. MARQUIS | ROBERT B. McCARTHY

MEMORANDUM

TO: Stoneham Retirement Board
FROM: 
Joseph E. Connarton, Executive Director
RE: Appropriation for Fiscal Year 2016
DATE: November 4, 2014

Required Fiscal Year 2016 Appropriation: **\$5,276,670**

This Commission is hereby furnishing you with the amount to be appropriated for your retirement system for Fiscal Year 2016 which commences July 1, 2015.

Attached please find summary information based on the present funding schedule for your system and the portion of the Fiscal Year 2016 appropriation to be paid by each of the governmental units within your system.

The current schedule is/was due to be updated by Fiscal Year 2017.

If you have any questions, please contact PERAC's Actuary, Jim Lamenzo, at (617) 666-4446 Extension 921.

JEC/jrl

Attachments

cc: Board of Selectmen
Town Meeting
c/o Town Clerk

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Stoneham Retirement Board

Projected Appropriations

Fiscal Year 2016 - July 1, 2015 to June 30, 2016

Aggregate amount of appropriation: **\$5,276,670**

Fiscal Year	Estimated Cost of Benefits	Funding Schedule (Excluding ERI)	ERI	Total Appropriation	Pension Fund Allocation	Pension Reserve Fund Allocation	Transfer From PRF to PF
FY 2016	\$6,256,549	\$5,160,924	\$115,746	\$5,276,670	\$5,276,670	\$0	\$979,879
FY 2017	\$6,425,049	\$5,571,092	\$119,797	\$5,690,889	\$5,690,889	\$0	\$734,160
FY 2018	\$6,598,013	\$6,013,634	\$123,990	\$6,137,624	\$6,137,624	\$0	\$460,389
FY 2019	\$6,775,558	\$6,491,097	\$128,330	\$6,619,427	\$6,619,427	\$0	\$156,131
FY 2020	\$6,957,805	\$7,006,231	\$132,821	\$7,139,052	\$6,957,805	\$181,247	\$0

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

For illustration, we have shown the amount to be transferred from the Pension Reserve Fund to the Pension Fund to meet the estimated Cost of Benefits for each year. If there are sufficient assets in the Pension Fund to meet the Cost of Benefits, this transfer is optional.

Stoneham Retirement Board
 Appropriation by Governmental Unit

Fiscal Year 2016 - July 1, 2015 to June 30, 2016

Aggregate amount of appropriation: **\$5,276,670**

UNIT	Percent of Aggregate Amount	Funding Schedule (excluding ERD)	ERI	Total Appropriation
Town of Stoneham Housing Authority	97.26%	\$5,019,515	\$115,746	\$5,135,261
UNIT TOTAL	100%	\$5,160,924	\$115,746	\$5,276,670

The Total Appropriation column shown above is in accordance with your current funding schedule and the scheduled payment date(s) in that schedule. Whenever payments are made after the scheduled date(s), the total appropriation should be revised to reflect interest at the rate assumed in the most recent actuarial valuation. Payments should be made before the end of the fiscal year.

Sinclair, Erin

From: Ragucci, David
Sent: Thursday, October 30, 2014 11:44 AM
To: Sinclair, Erin; (sweeneybob54@gmail.com); (tboussy@thbcompany.com); AnnMarie O'Neill; JDP9633@aol.com; Frank Vallarelli
Subject: FW: Ravine Road

FYI

From: Grover, Robert
Sent: Wednesday, October 29, 2014 2:41 PM
To: Ragucci, David
Cc: McIntyre, James; Rolli, Joe
Subject: FW: Ravine Road

From: McLaughlin, Jeffrey [<mailto:Jeffrey.McLaughlin@mwra.com>]
Sent: Wednesday, October 29, 2014 1:42 PM
To: Grover, Robert
Cc: McCluskey, Kevin; Vetere, John
Subject: Ravine Road

Bob:

Per our conversation earlier:

The MWRA along with Walsh Const. would like to resume and finish our work along Ravine Road. They plan on restraining the new/old pipe with concrete. This will require them to excavate a larger area in the same area we worked within the summer months. The work will take approximately two to three weeks to complete.

Walsh would like to work during the day and evening. They will avoid the high commuting times in the morning and the evening. The work hours they desire per DCR permission will be:

Day 9:30am-4:00pm
Evening 6:30pm-6:30pm

As of this time they are going to work during the day until we receive DCR permission to work in the evening. We hope to work double shifts beginning next week.

We will be hiring state police details and we will request they maintain one lane of traffic during work hours. On occasion the details will decide that it is in the best interest of public safety to close the road entirely. I just wanted to let you know that this has occurred in the past.

If I receive any more information on the work I will forward it along. Please let me know if you have any questions.

Thank you,

Jeff

Jeffrey S. McLaughlin
Sr. Community Coordinator
MWRA
617-305-5762
Jeffrey.McLaughlin@mwra.com

"Put your expensive bottled water away and drink with the MWRA"

Sinclair, Erin

From: Ragucci, David
Sent: Thursday, October 30, 2014 11:00 AM
To: Sinclair, Erin; (sweeneybob54@gmail.com); (tboussy@thbcompany.com); AnnMarie O'Neill; JDP9633@aol.com; Frank Vallarelli
Subject: FW: Rec Park Questions
Attachments: 2014-10-29 - Recreation Park Alternative.pdf

FYI

From: Aleece D'Onofrio [mailto:adonofrio@fstinc.com]
Sent: Wednesday, October 29, 2014 8:36 PM
To: Anthony Wilson; John Hendrickson
Cc: Ragucci, David
Subject: RE: Rec Park Questions

Hi Anthony,

We've looked a bit more in depth at an alternative route around Rec Park as discussed on the phone on Monday. (See attached plan and cross section.) We'd like to note the following as our preliminary findings at this stage of the design:

- Additional survey and wetland flagging is necessary to confirm the preliminary design shown on this plan.
- Approximate Temporary Wetland Impact = 2,000 SF.
- Approximate Permanent Wetland Impact = 2,500 SF.
- Offsite wetland compensation may be required.
- As part of the additional survey, ROW information should be confirmed in this area.
- ROW agreements with at least 5 abutters is required (Both Temporary and Permanent Easements/Takings)
- Installation of new drainage structures is required.
- Construction of a 260' long retaining wall is required.

We'll be out of the office at a conference tomorrow, but feel free to let us know if you have any questions and we can get back to you on Friday. Also, we should discuss whether or not to pursue this option so we can plan to request the additional information we need for this area.

Thanks,
Aleece

Aleece E. D'Onofrio, P.E. | Senior Engineer | FST | 781-221-1126

From: Anthony Wilson [mailto:aww181@yahoo.com]
Sent: Monday, October 27, 2014 4:10 PM
To: John Hendrickson; Aleece D'Onofrio
Cc: David Ragucci
Subject: Re: Rec Park Questions

The call is just with you, me and David.

In case you need it:
Phone: 1 (619) 326-2772

Conf ID: 579-2100

Anthony

From: John Hendrickson <JHendrickson@fstinc.com>
To: Anthony Wilson <aww181@yahoo.com>; Aleece D'Onofrio <adonofrio@fstinc.com>
Cc: David Ragucci <dragucci@stoneham-ma.gov>
Sent: Monday, October 27, 2014 4:04 PM
Subject: RE: Rec Park Questions

Hi Anthony,

See answers below.

Who is the conference call with?

John

John K. Hendrickson, P.E. | Associate & Vice President
Transportation Division

FAY, SPOFFORD & THORNDIKE
Celebrating a Century of Engineering Excellence

5 Burlington Woods | Burlington, MA 01803
D: 781-221-1133 | T: 781-221-1000
jhendrickson@fstinc.com | www.fstinc.com |

From: Anthony Wilson [<mailto:aww181@yahoo.com>]
Sent: Monday, October 27, 2014 2:19 PM
To: Aleece D'Onofrio; John Hendrickson
Cc: David Ragucci
Subject: Rec Park Questions

Hello John and Aleece,

I met with a number of parents from Recreation Park last night to address questions and concerns. I was able to address many questions but they asked a few that I could not answer. Can you help with the following?

1. Can you confirm there is no infringement on the Baseball field at the south end of the park by the entrance. There are a lot of lines on the drawing at that end and it looks like there is a construction easement that goes through the fence. Can this be removed? I assume they would not take down the fence to do work? The little league team is very concerned that we are building on their field. I know we are not but need to get confirmation from you. There is no infringement on the baseball field or existing fence.

2. Will there be a temporary fence during construction in Recreation Park? The teams are worried about separation between kids and equipment/construction. There isn't now but we can add one.

In addition to the two fairly straight forward questions above, the group asked if there was a possibility moving the trail so it continues up the RR ROW and does not go directly into the park. I personally

like the idea and am willing to bring it to the Greenway committee. It would maintain the integrity of the trail and remove the concerns of going across the park. Of course it is also a large change but would resolve issues in town. A rough placement is attached. I want to chat and see if there is any viability in this idea. Believe it or not, this was our original alignment. However, when this area was surveyed, it was determined that we would have a significant impact to the wetland as well as the construction of a retaining wall system if we were to stay within the corridor.

Thanks!

Anthony

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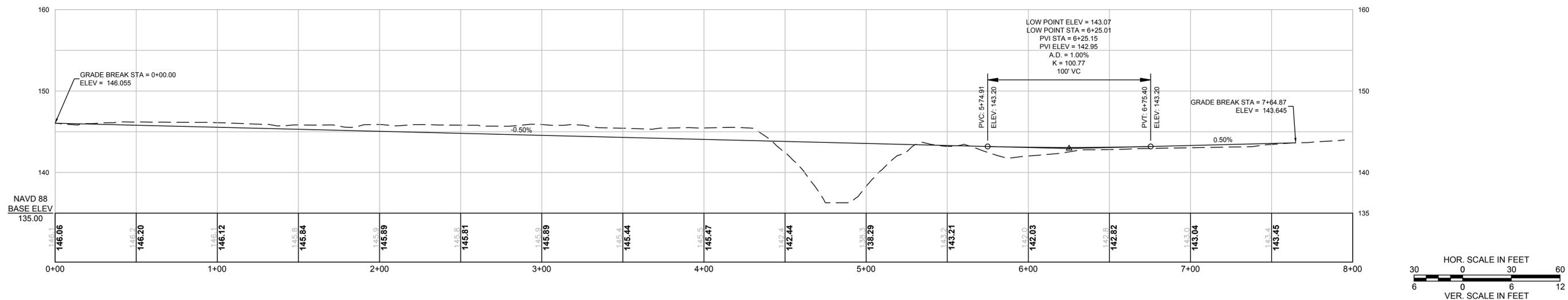
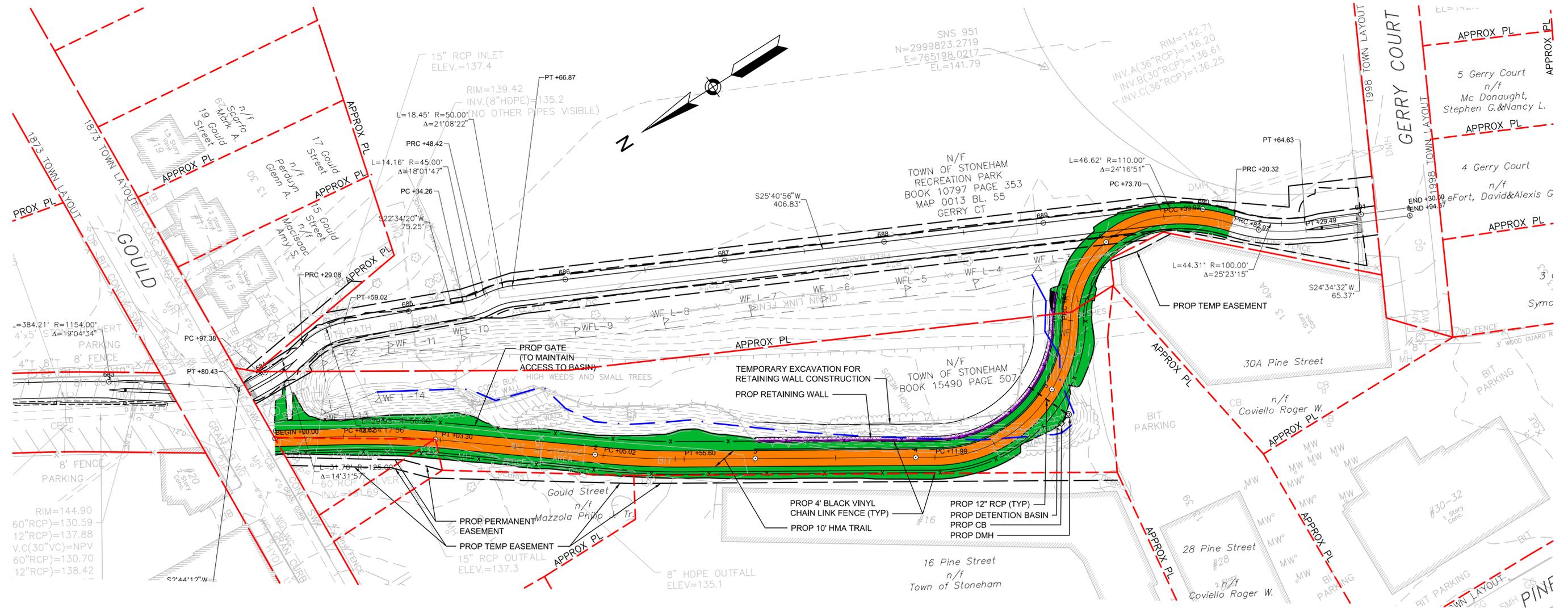
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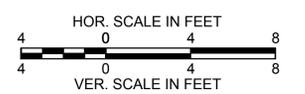
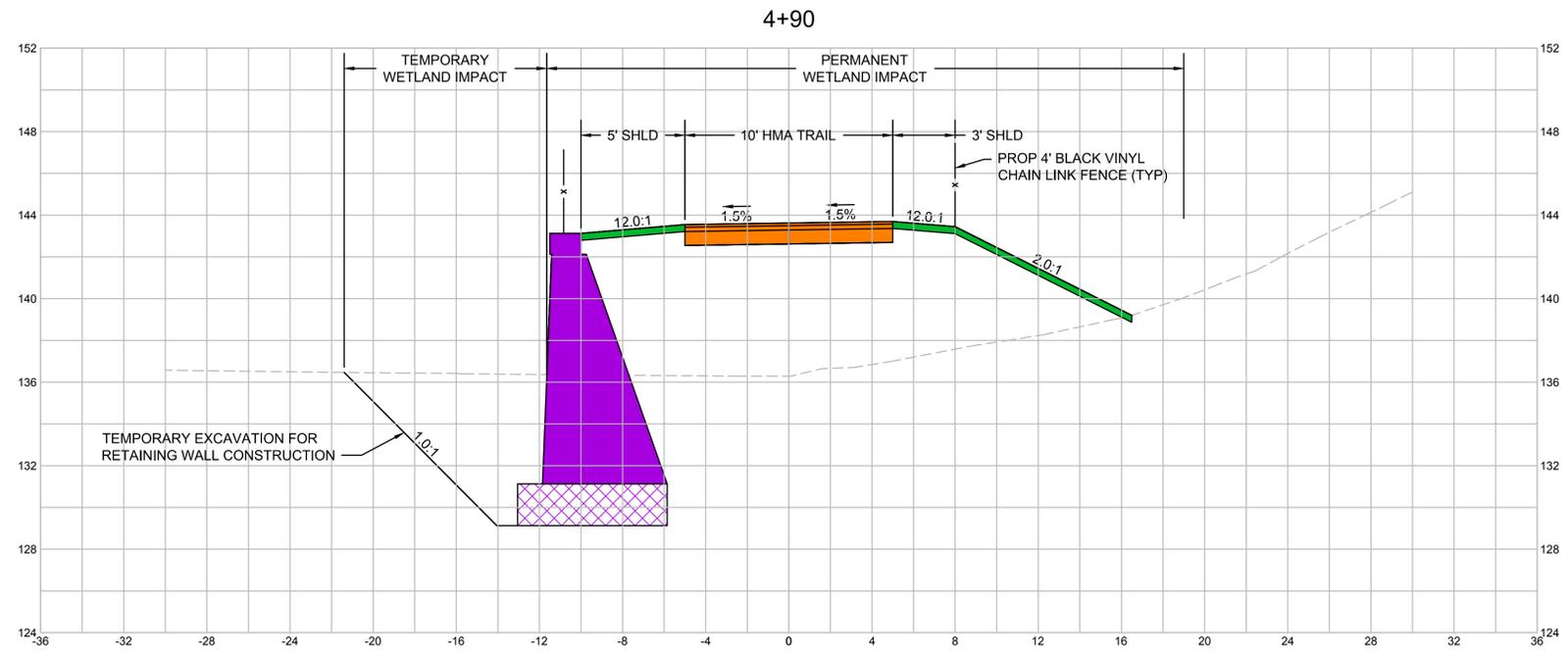
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	XX	XX
PROJECT FILE NO.		604652	

NOTES:

1. ADDITIONAL SURVEY AND WETLAND FLAGGING IS NECESSARY TO CONFIRM THE PRELIMINARY DESIGN SHOWN ON THIS PLAN.
2. APPROXIMATE TEMPORARY WETLAND IMPACT = 2,000 SF.
3. APPROXIMATE PERMANENT WETLAND IMPACT = 2,500 SF.
4. OFF SITE WETLAND COMPENSATION MAY BE REQUIRED.
5. PRELIMINARY DESIGN SHOWN REQUIRES ROW AGREEMENTS FROM A MINIMUM OF 5 ADJUTING PARCELS.



STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	XX	XX
PROJECT FILE NO.		604652	



To: Dave Ragucci, Town Administrator
 From: Robert Grover, Director DPW
 10/22/2014
 Re: Trash/Recycling Tons

	TRASH		RECYCLING		<u>True Recycling Rate</u>			
					Percentage of Recycling to Trash+Recycling		Percentage of Recycling to Trash	
	FY 14	FY 15	FY 14	FY 15	FY 14	FY 15	FY 14	FY 15
July	632.34	483.94 ↓	91.48	179.02 ↑	12.64%	27.00% ↑	14.47%	36.99% ↑
August	595.02	419.59 ↓	81.70	142.48 ↑	12.07%	25.35% ↑	13.73%	33.96% ↑
September	590.45	465.68 ↓	91.19	143.15 ↑	<u>13.38%</u>	<u>23.51%</u> ↑	<u>15.44%</u>	<u>30.74%</u> ↑
Total	1,817.81	1,369.21 ↓	264.37	464.65 ↑	12.70%	25.34% ↑	14.54%	33.94% ↑

Recycling change FY15 vs FY 14

200.28 Tons ↑
 75.76% ↑
 \$12,517.50 Avoidance Savings Tip fee

Trash change FY15 vs FY 14

448.60 Tons ↓
 24.68% ↓
 \$28,037.50 Direct Cost Savings Tip fee

\$40,555.00 Total Cost Avoidance and Direct Svings.

STONEHAM COUNCIL ON AGING
136 ELM STREET
STONEHAM, MA 02180

October 27, 2014

Stoneham Board of Selectmen
35 Central St.
Stoneham, MA 02180

Dear Board of Selectmen:

As I am currently in ill health and can no longer fulfill my obligations as a board member on the Council on Aging, it is with deep regret I must immediately tender my resignation before the end of my term which is 2017.

Should my health improve, I would very much like to be reconsidered as a future candidate for membership on the Board.

I have found great pleasure serving the seniors in our community and look forward to being able to do so again.

Sincerely,

A handwritten signature in cursive script that reads "Alice Raia" followed by a stylized flourish.

Alice Raia
18 Gracewood Road
Stoneham, MA 02180
617-816-8032

STONEHAM COUNCIL ON AGING
136 ELM STREET
STONEHAM, MA 02180

October 27, 2014

Stoneham Board of Selectmen
35 Central St.
Stoneham, MA 02180

Dear Board of Selectmen:

On behalf of the Council on Aging I am submitting this letter to inform you that Diane Derow is being terminated as a member of the Board. This is according to our Rules of Policy and Procedures, Article II, Number 5. Specifically, she has missed six regular meetings of the Board.

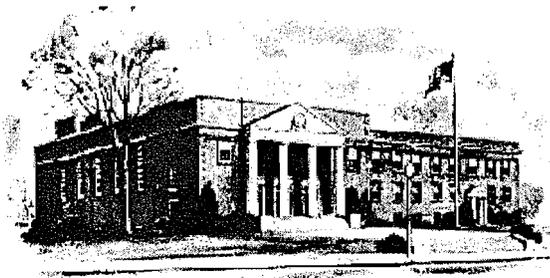
Her regular term would expire in 2017 if she attended the meetings.

Sincerely,



Carol A. Covill, Chair
53 Elm St.
Stoneham, MA 02180
781-438-7314

attachment



TOWN OF
STONEHAM

BOARD OF RETIREMENT
CONTRIBUTORY RETIREMENT SYSTEM
TOWN HALL
35 CENTRAL STREET • STONEHAM, MA 02180-2087
TEL: 781-279-2635 FAX: 781-438-6906
Karen DeAngelis, Retirement Administrator

Janice T. Houghton
Chairman

Ronald J. Florino
Member

Kathleen Sullivan
Member

James J. McDermott, Jr.
Member

Elsie M. Wallace
Member

October 31, 2014

Stoneham Board of Selectmen
Town Hall
35 Central Street
Stoneham, MA 02180

Dear Board Members,

It is hereby determined that James McDermott and John Scullin were the only candidates nominated for the Third and Fourth Members to be elected to the Stoneham Retirement Board. Therefore, at the meeting of the Stoneham Retirement Board held on Tuesday, October 28, 2014, the Board voted to declare elected the Third and Fourth Members to the Stoneham Retirement Board and that no election shall be held. Their terms will commence on December 16, 2014 and expire on December 15, 2017. They will serve in all respects as though they had been elected by election.

Sincerely,

Karen DeAngelis
Retirement Administrator

cc: Ronald Florino, Election Officer
Town Clerk
PERAC



STONEHAM HIGH SCHOOL
ATHLETIC HALL OF FAME
149 Franklin Street
Stoneham, Massachusetts 02180



NOTICE OF MEETING
November 10, 2014

6:30pm

Hall of Fame Committee
High School
Room 107A

AGENDA

1. Go over Hall of Fame Financial Account
2. Start getting ready to review for the Class of 2016 Inductees.
3. Time line for 2016 Banquet

Town of Stoneham
35 Central Street
Stoneham, MA 02180
Stoneham Town Clerk Maria Sagarino

October 29, 2014

RE: ARTICLE 10 TOWN MEETING NOTICE TO RESCIND

Dear Madam Clerk,

As a duly registered voter and resident of the town, I respectfully request the following document be time stamped at your office. Please forward this notice to the Massachusetts State Attorney General Office inclusive with the results of the Stoneham Town Meeting voting results. Additionally, immediately forward a copy to Town Moderator Means, Chairperson Bousy of the Board of Selectmen, Town Counsel Solomon, Greenway Chairperson Wilson, and any/all interested parties involved in the Special Town Meeting process that was initiated on Monday, October 27, 2014, at 7:00 PM, held at the town auditorium with reference to Article # 10.

In accordance to the parliamentary rules of procedure for Stoneham Town meetings, specifically pertaining to the BIKEWAY/GREENWAY COMMITTEE as defined under Article #10, the following conditions now exist as prescribed by the rules allowing the town meeting members to revisit the entire issue of Article #10. The voice vote showing the Motion for Reconsideration of Article 10, **FAILED**. The previous question defined as the Main Motion of Article 10, by hand count **FAILED**. Each of these events took place at the first session of the assembly.

Therefore, I hereby submit written public notice to the assembly of the second session of the Special Town Meeting, continuing on Thursday, October 30, 2014, at 7:00 PM, at the Town Auditorium, that according to the parliamentary rules of order the option for a Motion to Rescind reconsideration including the Main Motion of Article 10, is now in order.

Furthermore, the rules allow that proper written notice citing a Motion to Rescind need only to require a simple majority vote of the assembly. I also challenge the requirement of a 2/3 majority vote on the original main motion citing that Article #10, as defined, requires a simple majority vote.

In summary, according to Chapter IX of Roberts Rules of Order newly revised, I formally submit a Motion to Rescind the Reconsideration of Article #10. I further wish to reserve the right to rescind the main motion of Article #10, calling for a new debate, with a new vote.

Respectfully submitted:

Paul John Maisano
10 Gorham Avenue
Stoneham, MA 02180



2014 OCT 29 P 2: 36

STONEHAM
TOWN CLERK
REGISTRARS