

**Stoneham Select Board  
Open Meeting  
Tuesday, June 10, 2025  
6:00 p.m.**

**Open Session**

**Members Present:** Timothy Waitkevitch – Chair, David Pignone – Vice Chair, Ryan Foreman – Clerk, Heidi Bilbo; Raymie Parker

**Also Present:** Town Administrator Dennis Sheehan

**Document List:** Proclamation for Pride Month; Proclamation for Juneteenth Independence Day; List of Interfund Transfers FY26; Application for Common Victualler’s License – Tropical Smoothie Café; Resume of Jack Percy; Meeting Minutes for 5/6/25, 5/9/25, and 5/27/25; Sewer Easement for Coventry Lane; Memo from Dennis Sheehan dated 6/10/25 Re: Trash Fees

**Agenda Item 1: Call to Order:** Waitkevitch called the meeting to order at 6:00 p.m. Bilbo moved to open the meeting. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 2: Pledge of Allegiance**

**Agenda Item 3: Proclamation for Pride Month** Bilbo read a proclamation for Pride Month.

**Agenda Item 4: Proclamation for Juneteenth** Waitkevitch read a proclamation for Juneteenth.

Pignone entered the hearing room.

**Agenda Item 5: Announcement of Sapphire Award Recipients** Waitkevitch announced that the recipients of the 2025 Sapphire Award are Detective Chris Copen, Patricia Kilty, and Michelle Perry. He stated that the awards would be given out at the Board meeting on June 24, 2025.

**Agenda Item 6: Citizens' Comment** No comments were made.

**Agenda Item 7: Interfund Transfers** Sheehan stated that at year end there is a two-step process to transfer funds from underutilized accounts to accounts that are over or trending over their balances – both the Select Board and Finance and Advisory Board must approve the transfers. This year \$1,313,768 is being moved into police, schools, medicare, and arena line items, among others. Sheehan stated that the Town is allowed to make these transfers until 7/15 and they are about 1% of the budget. Waitkevitch asked about the increase in liability insurance. Sheehan stated that the contractor at the high school was responsible for the liability insurance until the Town took control of the building and had a full understanding of the value of the building and its content.

Bilbo moved to approve FY25 year end budget transfers. Pignone seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 8: Common Victualler License – Smoothie Tropical Café** Bilbo moved to approve the common victualler license for Tropical Smoothie Café contingent on inspection by both the health and building departments. Pignone seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 9: Appointment to the Human Rights Commission** Pignone moved to appoint Jack Percy to the Human Rights Commission. Bilbo seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 10: Farmer's Market Dissolution** Leila Pascal appeared on behalf of the Farmers Market Committee to request a dissolution of the Farmers Market Committee and allow the committee to become part of Stoneham Community Action Network (SCAN), a local 501c(3). She stated that the market has been operating as a committee with a revolving fund for 10 years and it no longer provides the flexibility required to grow the market and list of vendors. She stated that SCAN would be able to provide greater resources, assist in engaging sponsors, allow greater funding flexibility, and allow patrons to use Venmo and Snap benefits to pay for produce and goods. Pascale stated that the committee voted in favor of dissolution and transition to SCAN at its 6/3 meeting and the SCAN board has approved the transition. She stated that SCAN will work with the Town on an MOA regarding existing resources and assets, but that no monetary assets will be transferred from the Town to SCAN.

Waitkevitch stated that it is about being a good partner to the market and this change could help grow the market. Pignone state it will be good for the community and the market to have some flexibility in payment options. Foreman asked if there was a down side to the move. Sheehan stated that he is not concerned with the health of SCAN and this can always be revisited.

Bilbo moved to endorse the dissolution of the Stoneham Farmers Market by 12/31/25. Pignone seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 11: Approve Minutes** Foreman moved to approve the minutes of 5/6/25, 5/9/25, and 5/27/25. Parker seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 12: Cowdrey Lane Easement** Charles Houghton stated that there is an existing sewer from Coventry to Cowdrey and the owner granted an easement to the subdivision. He stated that Town Meeting gave the Board the authority to sign and accept the easement and that Town Counsel approved the documents. Bilbo moved to accept the sewer easement running from Coventry to Cowdrey. Pignone seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

**Agenda Item 13: High School Building Project** Sheehan stated that progress continues to be made at the high school and as year-end is nearing the focus will turn to creating and completing a punch list. He showed pictures of the field installations.

**Agenda Item 14: Town Administrators Report** Sheehan stated that he would like some direction from the Board regarding the trash fee. He stated that the fee has not been increased in 6 years and we have been using general fund transfers to support the trash fund. In FY26 the Town used \$125,000 to stabilize the trash fund and the average shortfall is \$124,000/year (FY20 through FY25). He stated that Casella is the hauler and Real World is the tipping company. He added that there are also fees associated with hazardous waste disposal.

Parker stated that in our override conversations, it was discussed that there would be no subsidy in FY26 if the override did not pass and that there would need to be a rate increase. She stated that if the increase to cover the \$125,000 is \$21.50/household then it should be split quarterly on the water bills. Waitkevitch stated that it appears that the shortfall has been upwards of \$200,000 and we should be collecting the fees to cover that.

Foreman stated that this looks like an opportunity to proportion the fees by assessed value as it may be helpful to shift the fee burden. He stated that there could be some amount of subsidizing and we could deal with the shortfall proportionally. Sheehan stated that this is a larger discussion for when the trash contracts need to be renewed. Parker asked that this item be placed on the next agenda.

**Agenda Item 15: Non-Deliberative Announcements** No announcements were made.

**Agenda Item 16: Adjourn** Bilbo moved to adjourn. Pignone seconded the motion. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch  
David Pignone  
Ryan Foreman  
Heidi Bilbo  
Raymie Parker

Motion passes (5-0)

Respectfully submitted,

Dava Kilbride – Office Manager