

**Stoneham Select Board
Open Meeting
Tuesday, July 15, 2025
7:00 p.m.**

Open Session

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

Stoneham Housing Authority Members Present: Michelle Meagher – Chair; Danielle Connolly; John Shaughnessy.

Also Present: Town Administrator Dennis Sheehan

Document List: Email from Al Caldarelli dated 6/12/25; Email from Barbara McLaughlin dated 6/30/25; Email from Kenneth McPherson dated 6/12/25, 6/23/25, Email from Danielle Connolly dated 6/17/25. 6/19/25; Letter from Ronaine Sparco dated 7/9/25; Grant of Location application materials from Eversource re: 477 Main Street; Site Plan application materials re: One Montvale Avenue; Site Plan application materials re: 32 Summer Street; Site Plan application re: 4 Common Street; Letter from Stoneham Chamber of Commerce dated 7/10/25, 7/9/25; Service award for Norman L’Esperance; Invitation to tree dedication for Norman L’Esperance; Minutes dated 6/24/25, 7/7/25; 7/24/25 budget information session flyer; Memo to Dennis Sheehan dated 6/25/25 from Maria Sagarino and Dava Kilbride; October Town Meeting calendar; Employee self-evaluations from Dava Kilbride, Lauri Plourde, Dennis Sheehan;

Agenda Item 1: Call to Order: Waitkevitch called the meeting to order at 7:00 p.m. Foreman moved to open the meeting. 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 2: Pledge of Allegiance

Agenda Item 3: Citizens’ Comments Jessica Killilea, 34 Lee Street, stated that she feels it is not appropriate to have a School Committee member on the Override Study Committee. She

stated that other elected boards should also be given a seat on the committee. She also stated that she is disappointed with the lack of diversity on the Override Study Committee.

Corrine Dalton, Lynn Fellsway, stated that the lack of diversity on the Override Study Committee is concerning.

Abby Shaw, 41 Gould Street, stated that it is disheartening that there are 5 white men on the Override Committee creating a lack of representation for people of color and women.

Agenda Item 4: Appointment to the Stoneham Housing Authority Parker recused herself and left the hearing room.

Meagher called the meeting of the Stoneham Housing Authority to order. Connolly moved to open the meeting. Shaughnessy seconded the motion. Voted unanimously.

Meagher stated that 2 members resigned from the Stoneham Housing Authority, one elected and one appointed by the governor. The elected member will need to be jointly appointed by the Select Board and the Housing Authority. Meagher stated that there were four applicants and she recommended Al Caldarelli.

Waitkevitch asked the applicants to speak. Applicant Ken McPherson stated that he is a life-long resident of Stoneham and is currently in public housing and would like to serve residents in many capacities.

Connolly stated that she supports McPherson as she believes that appointments should go to residents who are eager to learn and participate. Shaughnessy stated that Caldarelli meets the current needs of the Housing Authority.

Pignone stated that he connected with what McPherson said. Waitkevitch stated that it is important to have a well rounded board with a variety of expertise and that he appreciates a variety of residents who want to participate.

Meagher nominated Caldarelli. Connolly nominated McPherson. Bilbo clarified that the person appointed will serve until April 2026, at which point he or she would need to seek re-election. A roll call vote was taken.

Voting in favor of McPherson:

Timothy Waitkevitch
David Pignone
Ryan Foreman
Heidi Bilbo
Danielle Connolly

Voting against McPherson:

Michelle Meagher
John Shaughnessy

McPherson is appointed to the Stoneham Housing Authority (5-2-0)

Conolly moved to close the Housing Authority meeting. Shaughnessy seconded the motion. Voted unanimously.

Agenda Item 5: Grant of Location: 477 Main Street Conduit Installation Parker read the notice of hearing. Jacqueline Duffy appeared for Eversource stating that 93 feet of conduit needs to be installed to provide service for 477 Main Street, which is being made into a 7 unit building. Parker asked if Eversource agreed to all of the comments provided by the department heads, specifically, that the project be completed at night. Duffy stated that Eversource agrees to all conditions. Bilbo asked about paving the area. Sheehan stated that DOT paved the area curb to curb 2 years ago and it will be addressed again in the downtown redesign.

Bilbo moved to approve the grant of location. Foreman 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 6: Site Plan Review: One Montvale Avenue Bilbo read the notice of hearing. Attorney Charles Houghton appeared for the applicant. He stated that this project has already been before the Planning Board and Board of Appeals. He stated that his client will comply with all department requirements. He stated that adding 51 apartments to the property at One Montvale will more than double the tax revenue. Parker stated that resident Linda Barths send the Board an email requesting that the garage wall be repaired. Houghton stated that the crack in the garage is cosmetic and will be repaired, but there are no structural issues. He stated that both the Planning Board and Board of Appeals' decisions reference the garage repair.

Parker asked if the added units will be condos or apartments. Houghton stated that they will be rental units and commented that condo units are no longer financially viable, but 7 of the 51 units will be affordable. Houghton stated that Mass Eye and Ear will continue to occupy 21,000 sq. ft. and the landlord occupies 5000 sq. ft.

Matt Kilty, 6 Rowe Street, stated that he is not satisfied with the parking plan and that the loading zone is lacking for deliveries and trash removal. Kilty stated that he is concerned about trucks backing onto Flint and turning left where it should be a right turn only. Houghton stated

that these issues were raised before the Planning Board and Board of Appeals. He stated that there are more than 100 parking spaces. He stated that trash is picked up and that the trucks should not be backing out onto Flint Street. Sheehan stated that traffic flow is not part of site plan review. Any issues should be presented to the Police Department or Traffic Commission. Kilty stated that the required turning radius is not met by the project. Houghton stated that zoning issues are resolved by the Building Inspector and that this residential use does not require a loading zone. He stated that the project has a parking variance already, but that there are more than 100 extra spaces on site. Sheehan stated that the Board of Health regulates trash pick up and dumpster issues. Waitkevitch stated that traffic can look at right turn only. Sheehan stated that the stated concerns are really issues for town staff.

Parker asked if trash pick up can be limited to certain hours. Foreman stated that he is sensitive to the issues presented by Kilty, but that site plan review is very limited. Houghton stated that his client will agree to 8 a.m. to 4 p.m. Foreman stated he is less concerned about truck sounds and more concerned about trucks backing out onto the street. Sheehan stated that backing out is a police enforcement issue. Foreman stated that he does not want to create restriction that are related to staff enforcement. He stated that Mr. Kilty should maintain communication with staff to enforce any traffic issues.

Parker moved to approve the site plan for 1 Montvale Avenue, including all department head recommendations and limiting trash collection to 8 am to 4 pm. Bilbo seconded the motion and requested a check in with the owner within 6 months post occupancy permit. A roll call vote was taken.

Voting in favor:

Timothy Waitkevitch
David Pignone
Ryan Foreman
Heidi Bilbo
Raymie Parker

Motion passes (5-0)

Foreman moved to close the site plan hearing. 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 7: Site Plan Review: 4-6 Common Street Foreman read the notice of hearing. Houghton appeared for the applicant. He stated that the owner is seeking to tear down the existing garage for parking and make the existing funeral home to be apartments and professional space. There are no variances required and the applicant agrees to the department recommendations. Waitkevitch stated that he is pleased that the 1st floor will remain commercial space. Bilbo moved to close the site plan hearing. 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)

Bilbo moved to approve the site plan for 4-6 Common Street with all of the department recommendations. Foreman 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: Site Plan Review: 32 Summer Street Foreman read the notice of hearing. Houghton appeared for the applicant. He stated that the property was previously an ambulance service and it was rezoned at town meeting. Houghton stated that the applicant will be building 4 townhouses (1 building). Bilbo asked where the entrance to the property will be. Applicant James Castellano stated that the entrance is on Pond Street and all parking will be inside. Parker asked about school drop off during construction. Houghton stated that there is no school traffic in the area.

Bilbo moved to close the site plan hearing. Foreman 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)

Foreman moved to approve the site plan for 32 Summer Street with all of the department recommendations. 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 9: Stoneham Chamber of Commerce – a. Town Day Road Closures and Events Megan Day, Executive Director of the Stoneham Chamber of Commerce, requested street closures for Town Day events. She would like Emmerson, Central, and Church streets, the town hall parking lots, and the north and south side town common lots closed on 9/20/25, beginning at 7:30 a.m.

b. Summer Concert/Touch a Truck Road Closure Day requested that Church Street be closed in the evening of 8/7/25 for a touch a truck and show shop event that will coincide with a summer concert.

Parker moved to allow the requested street closures with any modifications to be made as needed by public safety. Foreman 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: Certificate of Distinguished Service – Norman L’Esperance Waitkevitch read the certificate of distinguished service for Norman L’Esperance honoring his 18 years of service to the Conservation Commission. Parker moved to sign the certificate. 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)

- a. **Conservation Commission Tree Dedication Event** Waitkevitch announced that there is a tree dedication event on Sunday, 7/27/25, at 1:00 p.m. at Whip Hill honoring L’Esperance.

Agenda Item 11: Approve Minutes Parker moved to approve the minutes from 6/24/25 and 7/7/25. 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 12: Override Discussion:

a.Override Study Committee Sheehan stated that he met with the Chair of the Committee, Joseph Joffe, to help organize the first meeting of the Override Study Committee. Waitkevitch thanked the Committee for its ongoing work and efforts. Parker stated that no decision is easy and she thanked all who submitted their names to participate as a Committee member. Waitkevitch stated that there is always a balancing act to be performed when appointed committee members and diversity is certainly valued and important. He stated that they picked a

well-qualified group from the applicants. Foreman stated that he reached out to many people to participate and the committee in some ways self-selected based on who could make a large commitment. He stated that the committee is diverse in many respects.

b.Public Outreach Sheehan stated that there will be a public information session on 7/24/25 at the Police Stations and we will start promoting the DPW public information session in August as we determine the time.

Foreman stated that he is interested in attending. Sheehan stated that the Board needs to be careful to not have a quorum, but that the Board members will not stop the free flow of conversation.

c.Possible Election Dates Sheehan stated that the Town Clerk came up with several more options for election dates. Parker stated that she would like to start discussing the form of question at the next meeting and continue down parallel paths with the Study Committee. Parker stated that she is leaning toward 11/18. Foreman stated that he would like to hear statistics about Saturday vs. Tuesday election dates. Bilbo stated that one key question is election vs. override participation. She stated she is concerned about December dates and the snowbirds. She stated that she is leaning toward 11/8 or 12/2. Pignone stated that he is fearful of the holiday and would lean toward November. Waitkevitch stated that there is an outreach session scheduled for after town meeting and that affects date choice. He stated that he is leaning toward 12/2 or 12/6.

Parker requested that question form and election date be discussed at the next meeting.

Agenda Item 13: October Town Meeting: Set Date for Meeting/Set Dates for Opening and Closing of the Warrant Parker moved to hold October Town Meeting on 10/20/15 at 7:00 p.m. in town hall. 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)

Parker moved to open the warrant for October Town Meeting on 9/2/25. Foreman 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)

Parker moved to close the warrant for October Town Meeting on 9/25/25 at 4:00 p.m. 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 14: Job Performance Reviews: Dava Kilbride; Lauri Plourde, Dennis Sheehan The Board discussed Kilbride, Plourde, and Sheehan's job performance.

Agenda Item 15: High School Building Project Sheehan stated that site work continues. He stated that the Building Committee is planning an opening ceremony. He stated that the Committee continues to work on contractor credits, negotiations, and repairs.

Agenda Item 16: Town Administrator's Report Sheehan stated that theater camps are in full swing and will be performing this weekend on Friday, Saturday, and Sunday. Stoneham Police will be holding National Night Out on 7/30/25.

Agenda Item 17: Non-Deliberative Announcements Foreman stated that the Special Olympics softball game is scheduled for 7/22/25.

Agenda Item 18: Adjourn Parker moved to adjourn. Bilbo seconded the motion. A roll call vote was taken. 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