

Stoneham Business & Community Educational Foundation
www.sbcef.org

Presents

The SBCEF 21st Annual Bee presents

The Eighth Annual Trivia Bee

Friday, April 8th, 2016

7:00 PM

Robin Hood School



Bee a Team! Bee a Sponsor!

- 4-6 person teams, middle school age and above
- Form a team of neighbors, clubs, book groups, tennis partners, businesses, alumni groups - You Name It!
- \$200 tax-deductible entry fee

Bee a Patron or Friend!

- Patrons - \$50 donation
- Friends - donation or gift certificates
(Make checks payable to SBCEF, P.O. Box 408 Stoneham, MA 02180)

Bee There!

- Fun! Refreshments!
- Raffles! Door Prizes
- Cheer for your favorite team!

Proceeds will fund innovative programs for students and teachers in Stoneham.

For questions or further information call:

Marie Christie, 781-438-9420 or Bev Mattatall, 781-438-5386

info@sbcef.com



Sponsor Donation*

- _____ Enclosed please find a check for \$200 to sponsor a team. Please provide the team members for us.
- _____ Enclosed please find our \$200 team registration fee and completed team information form.

Patron or Friend Donation*

- _____ Enclosed please find my Patron donation of \$50 or more.
- _____ Enclosed please find my Friend donation in the amount of _____.
- _____ Enclosed please find my Friend gift certificate donation.

Team Registration Form

Teams of 4-6 members will work cooperatively in an allotted period of time to answer varied trivia questions. Materials, such as pens and pencils and white boards on which to write final answers, will be provided. Teams need only bring their knowledge of trivia and enthusiasm; team names and costumes enhance the spirit of the friendly competition among contestants and, while they are optional, add to the festive nature of the evening.

Our goal, as always, is to have fun and to celebrate community spirit while raising funds to finance educational and enrichment programs for Stoneham's youth and adults.

Team Name: _____ (to be listed in our program)

Team Members:

- | | |
|--------------------|----------|
| 1. (Captain) _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

Contact Name: _____ **Contact Phone Number:** _____

Contact E-Mail: _____

Sponsoring Agency/Business if applicable: _____

Please make your check payable to: SBCEF. Thank you.



Stoneham Business and Community Educational Foundation

January 10, 2016

Chairman Thomas Boussy
Chairman of the Board of Selectmen
35 Central Street, 2nd Floor
Stoneham, MA 02180

Dear Chairman Boussy,

It's time again for the Stoneham Business and Community Educational Foundation's **21st Annual Bee**. We excitedly announce our Eighth Annual **TRIVIA BEE**, scheduled for **Friday, April 8th**, at **7:00 PM** at **Robin Hood School**. Our goal, as always, is to have fun and to celebrate community spirit while raising funds to finance educational and enrichment programs for Stoneham's youth and adults.

Your generous Sponsor donation of \$200 in the past has helped to make this event very successful but, most importantly, has allowed us to continue our important work of supporting our schools and other community youth organizations. Your tax-deductible Sponsor **donation this year will help us to maintain enrichment programs**. An invoice indicating your generous donation to use for tax purposes is included for your convenience.

Sponsors are acknowledged in our **BEE** program which is distributed to participants and audience members in local newspapers articles about the **BEE** activity and on the cable broadcast of our event. **Last year we had a power point presentation of all our generous sponsors and donors that we showed that night and we hope to post it on our website this year.**

The enthusiastic support of the Stoneham community of the SBCEF, a non-profit organization, and of the **BEE** has been fantastic! It is our major fundraiser and has allowed us to provide over \$270,000 in grants **benefiting more than 63,000 children since 1994**. Over the years, grant recipients have included numerous Stoneham Public Schools, Saint Patricks School, the Stoneham Public Library, the Stoneham Historical Society, the Purpose School, and the Stoneham Police and Fire Departments, as well as other community organizations.

Your support of our annual fundraiser is deeply appreciated, especially during these challenging financial times. A Board member will be following up with a phone call to you in a week or two. If you have any questions, you can email me at mariechristie@comcast.net.

Respectfully,

Marie Christie,
TRIVIA BEE Chair
Attachments

P.O. Box 408 Stoneham, MA 02180

Visit us at www.sbcef.org



**STONEHAM BUSINESS AND COMMUNITY
EDUCATIONAL FOUNDATION**

P.O. Box 408 - Stoneham, MA 02180
www.sbcef.org

INVOICE

Date: January 10, 2016

To: Chairman of the Board of Selectmen
35 Central Street, 2nd Floor
Stoneham, MA 02180

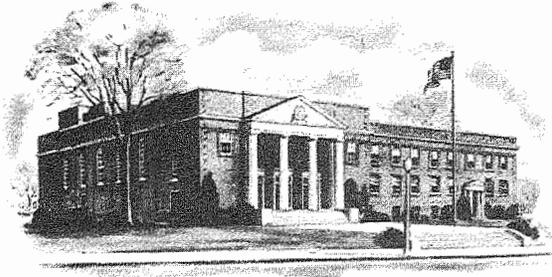
Attention: Chairman Thomas Boussy

<i>Quantity</i>	<i>Description</i>	<i>Unit Price</i>	<i>Amount</i>
1	Sponsor for April 2016 Trivia Bee	\$200.00	\$200.00
		Total Due	\$200.00

Make checks payable to: Stoneham Business & Community Educational Foundation
If you have any questions concerning this invoice, call Marie Christie, 781-438-9420.

THANK YOU FOR YOUR DONATION

"It Takes an Entire Village to Educate a Child"



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

TO: Tom Boussy, Chairman, Board of Selectmen

FROM: David Ragucci, Town Administrator

DATE: January 14, 2016

SUBJECT: Appointment of Fire Chief

On January 13, 2016 there were four (4) Stoneham Fire Captains that were interviewed for the position of Fire Chief in the Stoneham Fire Department.

Chief Joseph Rolli has recommended Matthew G. Grafton, 6 Carol Street, Stoneham to be appointed to the position of Fire Chief and after reviewing Captain Grafton's resume, I concur with Chief Rolli's recommendation.

I have enclosed a copy of Chief Rolli's recommendation letter as well as Captain Grafton's resume.

If you have any questions, please feel free to contact me.

Enclosures

cc: Chief Joseph Rolli
Human Resources

2016 JAN 14 P 12:14
TOWN OF STONEHAM
BOARD OF SELECTMEN



JOSEPH W. ROLLI
FIRE CHIEF

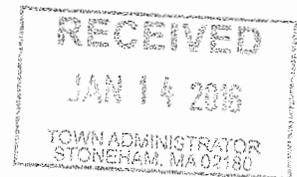
TOWN OF
STONEHAM

MASSACHUSETTS

FIRE/RESCUE
25 CENTRAL STREET
STONEHAM, MASSACHUSETTS
02180-1302

(781) 438-0127
FAX (781) 438-7066

Dave Ragucci
Town Administrator
January 14, 2016



Mr. Ragucci

On January 13, 2016, Chief Michael Sullivan (Wakefield Fire Department), Ginny Ray (Human Resource Director), and myself interviewed Captains Ed Regan, Frank Gould, Jim Marshall, and Matt Grafton for the upcoming vacant Fire Chief's position for the Town of Stoneham.

While all interviews went well, it was the consensus of the three of us that Matt Grafton would be the best candidate to move the Stoneham Fire Department forward. Captain Grafton was the only candidate to hold a Bachelor's Degree in Fire Science and Administration. Furthermore, Captain Grafton has received many certifications related to the Fire Service, including the distinct certification as a credentialed Fire Chief awarded by the Massachusetts Fire Commission.

Please accept this letter of recommendation for Captain Matt Grafton to be the 9th Fire Chief for the Stoneham Fire Department. Please feel free to discuss this recommendation at any time.

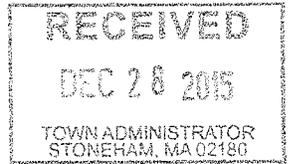
Respectfully submitted,

Chief Joseph W. Rolli

Cc: Ginny Ray

Grafton, Matthew G

6 Carol St Stoneham, MA 02180 – (978) 836-8522 – Captgraf@yahoo.com



Experience

Stoneham Fire Dept.

- Fire Captain
March 2011 – Present
- Fire Lieutenant
January 2010 – March 2011
- Firefighter
April 1999 – January 2010

U.S. Navy

Assault Craft Unit 5, Camp Pendleton Ca

Gas Turbine Mechanic Third Class

June 1995 – June 1998

Served as a deck mechanic on board Landing Craft Air Cushion (Hover Craft). Primary duties included ensuring craft mission ready through underway repairs, firefighting, and planned maintenance.

Related Experience

- Collective Bargaining Board Member IAFF Local # 2116 2006-2012
- Rules and Regulations Committee Member
- Dive Rescue Team Member 2002-2010
- Fire Apparatus Committee Member Engine 3 & Engine 2

Education

Bachelor Fire Science Administration Cum Laude

Salem State College, Salem MA

May 2004

Associate Fire Protection & Safety Technology

North Shore Community College, Danvers MA

June 1999

Certifications

- **Massachusetts Fire Commission Credentialed Fire Chief**
- **Fire Prevention Officer I** credentialed Massachusetts
- **Fire Officer I&II** in accordance with NFPA Standard 1021
- **Fire Suppression Safety Officer** in accordance with NFPA Standard 1521
- **Fire Instructor I&II** in accordance with NFPA Standard 1041
- **Firefighter I&II** in accordance with NFPA Standard 1001
- **Hazardous Material First Responder** California Cert. # OR126321
- **Massachusetts EMT # 851078**
- **FEMA ICS 100 & 200**
- **FEMA NIMS 700**
- **FEMA NRP 800**

Awards

Board of Selectmen Award Certificates

- **Saving Infant off duty**
May 29, 2001
- **Searched for occupants in House Fire off duty**
January 31, 2006

Volunteer Work

- Helped to get Playground Mulch donated from Weiss Farm to South School and worked to spread mulch at school with off duty Firefighters
- Muscular Dystrophy Association

Personal Background

Raised in Stoneham and Graduated Class of 1993. Chose to follow both of my Grandfathers career paths in the Fire Service. One worked in Stoneham and the other Boston. Raising three young children with my wife Susan. We enjoy camping, snow mobile trips, going to the beach, and spending time with family.

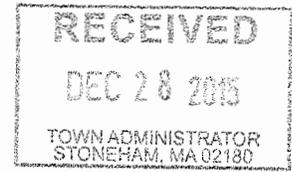
References

Available Upon Request

Matthew G Grafton

6 Carol St, Stoneham, MA 02180

Captgraf@yahoo.com (978-836-8522)



Position Paper

I started my Firefighting career by joining the U.S. Navy for three years in June of 1995. I served honorably as a Gas Turbine Mechanic on board Landing Craft Air Cushion otherwise known as hovercrafts. One of my primary duties was firefighting while on missions as well as while on board ships. During my deployment to the Persian Gulf I qualified in all the firefighting standards that were offered to me. While stationed at Camp Pendleton, CA I attended Palomar Community College. After work I took night classes working towards my Associates degree in Fire Science. During this time I was certified as Hazardous Materials First Responder Operational by the State of California.

After being honorably discharged from the Navy in June of 1998, I continued to work on my Associates degree at North Shore Community College as well as going to classes for Emergency Medical Technician. In April of 1999 I was hired by the Stoneham Fire Dept. and immediately started the Massachusetts Fire Academy in Stow, MA. While in the Academy I continued working on my Associates degree on weekends. I received my Associate Degree in Fire Protection & Safety Technology in June of 1999. Later that month I graduated the Fire Academy certified as Firefighter I & II.

While working as a Firefighter from April 1999 until January 2010 I've had many accomplishments of which I am proud of. I received my Emergency Medical Technician Basic Certification in the summer of 1999. I earned my CDL license and was hired part time at Weiss Farm and Stoneham Fuel. One of the reasons I chose to work for these local companies was to help me become very familiar with the streets of Stoneham which would better me as a firefighter in Town. I have driven trucks for both these companies from the fall of 2000 until the Present. In doing this I have gained considerable knowledge of the Towns streets and ways as well as with numerous addresses. While working two jobs I decided to go back to College at night. I went to Salem State College and graduated with a Bachelor's Degree in Fire Science Administration Cum Laude in May 2004. From approximately 2002-2010 I was member of the Fire Dept. Dive Team. Being on this team required specialized training including dry suit training and ice dive/rescue training.

As a Firefighter I received two Board of Selectman Award Certificates. The first was in May 2001 for saving the life of an infant off duty. The second was in January 2006 for reporting and then forcing entry and searching a house fire for victims/occupants while off duty, before fire companies arrived. Both of these incidents happened while I was delivering oil in Stoneham.

In January 2010 I was promoted to Fire Lieutenant. I continued to further my education and experience by taking classes and certification exams through the Fire Academy. Becoming a certified Fire Instructor I & II as well as Fire Officer I in 2009 and 2010. I was promoted to Fire Captain in March 2011 and became Certified Fire Officer II in October of that year. In 2013 I became certified Incident Safety Officer for Fire Suppression. In 2014 and 2015 I worked on my FEMA classes and got certified in Incident Command System, National Incident Management System, and National Resource Framework. This past November I attended Fire Prevention Officer I class and was awarded the certificate of credential from the State Fire Marshall.

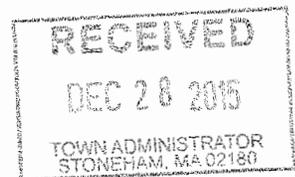
Lastly, On September 16, 2014 the Commonwealth of Massachusetts Fire Service Commission awarded me as having demonstrated the required Fire Service Experience, Education and Certifications as being an Accredited Fire Chief in Massachusetts.

Since being appointed to the Stoneham Fire Dept. I have been committed and worked very hard to better myself as a Firefighter and Fire Officer. I've strived to become certified, trained and educated in order to perform my job to the highest standard. If appointed to Fire Chief I will continue to work as hard as I have demonstrated in the past. I am motivated and up for the challenges that come with the position.

In conclusion, while working as a full time firefighter and part time truck driver, I have been raising a family in Stoneham. My wife Susan and I have been blessed with three happy healthy children. My daughter Laney is eight years old and is in third grade at South School. Paige and Matthew are our two year old twins who naturally consume any extra free time we have. It will be an honor for myself and my family if I would be considered for the Fire Chief position.

Respectfully Submitted,

Matthew Grafton



Matthew G Grafton

6 Carol St, Stoneham, MA 02180

Captgraf@yahoo.com (978-836-8522)

Short and Long Term Objectives for Stoneham Fire Dept.

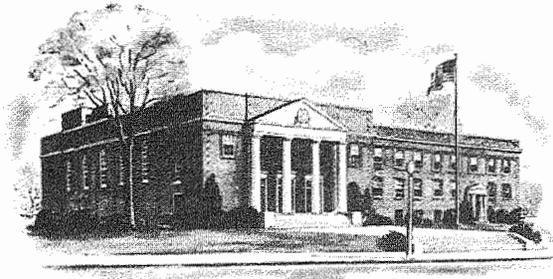
With the proposed development of the former BRMC property, potential Weiss Farm development, and the current Fallon Rd. development there could be an increase of approximately 900 housing units in town. According to United States Census Bureau the Town of Stoneham has 8,855 households.. This is an approximate 10% increase in the number of Housing units which will increase the call volume. The call volume has consistently increased to over 3000 emergencies per year, even with Emergency Medical Dispatching. With this being said, I expect to see an increase in the number of EMS calls, MVA's and calls for service which need to be planned for. My objectives are based upon the growth of the Town as well as the Safety of the citizens and Firefighters.

Short Term Objectives

- Feasibility Study for Fire Dept. Ambulance
- Continuation/Update of Fire Dept. Standard Operating Procedures
- Restructure Operations Command Staff
- All new hires become EMT's within 1 year
- Expand upon Ambulance contract up for renewal 2017
- Establish Training Budget
- Expand Fire Dept. EMS capabilities i.e. Automated CPR device, EPI Pen, Glucometers etc.
- Assess Fire Dept. response to bike path possible need for Gator type vehicle
- Computers on Apparatus (Reports, Permits, Floorplans, Hazmat, Building Systems, Location etc.)
- Update Dispatch Standard Operating Procedures pertaining to Fire Dept. (Personnel Accountability Report, Mayday Procedures, and Emergency Tones etc.)

Long Term Objectives

- New Fire Head Quarters or Sub Station South to take burden off of current building
- Try to meet NFPA standard 1710 more often than not
- Potential Fire Dept. Ambulance



TOWN OF
STONEHAM
MASSACHUSETTS

www.stoneham-ma.gov

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

DAVID RAGUCCI

TOWN ADMINISTRATOR

TO: Tom Boussy, Chairman, Board of Selectmen

FROM: David Ragucci, Town Administrator

DATE: January 11, 2016

SUBJECT: Appointment of Three (3) Police Officers

Based on the recommendation of Police Chief James McIntyre, I am recommending the following applicants for appointment to the position of Police Officer, pending acceptable medical and psychological examinations and the successful completion of the Human Resources Physical Abilities Test:

Michael L. Prudente, 61 Bow Street, Stoneham

Christopher J. Murphy, 41 Fairview Road, Stoneham

Kevin J. Russell, 12 Windsor Road, Stoneham

All candidates interviewed well and answered all questions appropriately. All references were positive and nothing in their background would preclude them from serving as a police officer.

If you have any questions, please feel free to contact me.

cc: Chief James McIntyre
Human Resources

2016 JAN 13 P 3:12
TOWN OF STONEHAM
BOARD OF SELECTMEN

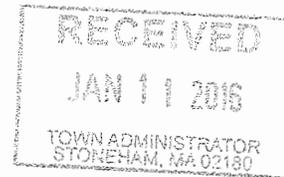


Town of
STONEHAM

47 CENTRAL STREET
MASSACHUSETTS
02180

POLICE DEPARTMENT
(781) 438-1212
FAX (781) 279-0882

James T. McIntyre
Chief of Police



TO: Mr. David Ragucci
Town Administrator

FROM: Chief James McIntyre 

DATE: January 11, 2016

SUBJECT: Police Officer Candidates – Selection

The Stoneham Police Department is seeking three full-time police officer candidates from the Human Resources Department, Civil Service requisition 03375. A background investigation on each candidate was conducted by Sergeant Robert Kennedy. On December 30, 2014, the first three candidates on the requisition list provided by Civil Service were interviewed by the police department's command staff. Based upon the background investigations and candidate interviews, I make the following recommendations:

RECOMMENDED CANDIDATES

Michael L. Prudente

Mr. Prudente arrived on time for his interview and was dressed in a suit and tie. Mr. Prudente is a 2001 graduate of Stoneham High School. After graduating, Mr. Prudente attended Middlesex Community College and attained an Associate in Science degree in Criminal Justice. Since 2007, Mr. Prudente has been self-employed a personal trainer.

All of Mr. Prudente's references were positive and nothing discovered in his background would preclude him from serving as a police officer. I recommend Mr. Prudente's appointment.

Christopher J. Murphy

Mr. Murphy arrived on time for his interview and was dressed in a suit and tie. Mr. Murphy is a 2009 graduate of Stoneham High School. After graduating, Mr. Murphy attended Saint Anselm College and attained a Bachelor of Arts degree in Criminal Justice.

In 2013, Mr. Murphy spent one year working with Habitat for Humanity in New Orleans, where he served as a crew leader building homes for low income families. Since August 2014, Mr. Murphy was been employed as a chauffeur.

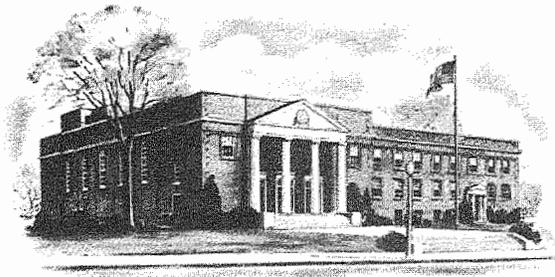
All of Mr. Murphy's references were positive and nothing discovered in his background would preclude him from serving as a police officer. I recommend Mr. Murphy's appointment.

Kevin J. Russell

Mr. Russell arrived on time for his interview and was dressed in a suit and tie. Mr. Russell is a 2002 graduate of Stoneham High School. After graduating, Mr. Russell attended Fordham University and attained a Bachelor in Science degree in Finance. After Fordham University, Mr. Russell attended Suffolk University Law School where he attained his Juris Doctor and was subsequently admitted to the Bar in Massachusetts. While attending Suffolk University Law School, Mr. Murphy was chosen as a legal intern for the Suffolk County District Attorney's Office where he participated in criminal arraignments and presented cases on behalf of the Commonwealth at trial. Mr. Murphy has also served as an attorney in a private law firm and a title insurance company.

All of Mr. Russell's references were positive and nothing discovered in his background would preclude him from serving as a police officer. I recommend Mr. Russell's appointment.

Should you wish to discuss these recommendations further, please do not hesitate to contact me.



TOWN OF
STONEHAM
MASSACHUSETTS

www.stoneham-ma.gov

OFFICE OF TOWN ADMINISTRATOR
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TEL: 781-279-2600
FAX: 781-279-2602
dragucci@ci.stoneham.ma.us

DAVID RAGUCCI

TOWN ADMINISTRATOR

MEMO

DATE: January 5, 2016
TO: Tom Boussy, Chairman, Board of Selectmen
FROM: David Ragucci, Town Administrator
SUBJECT: Treasurer's Office – Office Assistant

Please be advised that the Town has advertised to fill the Office Assistant position in the Treasurer's Office in order to replace a vacancy that was held by Margaret Columbus.

The interview panel has recommended Paul Melkonian and after reviewing his resume, I concur with their recommendation that Mr. Melkonian be selected for the appointment. He will be working 35 hours per week at a salary of \$32,240 as advertised.

This appointment is contingent upon his passing the pre-employment physical.

Attached for your perusal is Mr. Melkonian's resume.

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

Thank you.
/dp
Attachment

2015 DEC 30 P 5:15

TOWN OF STONEHAM
BOARD OF SELECTMEN



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



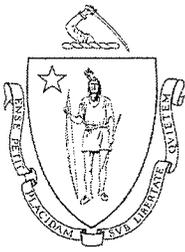
NOTICE OF MEETING
Thursday, February 4, 2016

6:30pm

Hall of Fame Committee
High School
Room 107A

AGENDA

1. All edits to be completed by January 31st on Inductee Articles.
2. Finalize letter to inductees with tickets to send out.
3. Finalize letter and list for supporters to mail out.
4. Finalize letter on previous inductees to mail out.
5. Call Evergreen and Rolli's for pricing on flowers for tables.
6. Confirm the appropriate names to be engraved on inductee plaques and board in front of the gym lobby.
7. Start collecting pictures of inductees for program and poster boards.



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

MAURA HEALEY
ATTORNEY GENERAL

(617) 727-2200
(617) 727-4765 TTY
www.mass.gov/ago

December 29, 2015

Susan Keeler
22 Butler Avenue
Stoneham, MA 02180

Dear Ms. Keeler:

We understand that on November 24, you filed a complaint with the Stoneham Board of Selectmen (the "Board"), alleging a violation of the Open Meeting Law, G.L. c. 30A, §§ 18-25. The Board is required to notify our office of the complaint and any remedial action taken to address the complaint. G.L. c. 30A, § 23(b); 940 CMR 29.05(5). Our office received notification and a response from the Board on December 23, after an extension was granted.

Under the Open Meeting Law, a complaint is ripe for review by our office when the complainant files a copy of the initial complaint with the Division of Open Government, provided that at least 30 days have passed since that complaint was filed with the public body. G.L. c. 30A, § 23(b); 940 CMR 29.05(6). Our office currently has no record of a complaint filed by you in this matter. Accordingly, we will presume that the action taken by the Board was sufficient and will close this file unless we receive a request for further review by this office and a copy of the initial complaint by **Thursday, February 25, 2016**.

Please feel free to contact us if you have any questions about the Open Meeting Law complaint process.

Sincerely,

A handwritten signature in black ink, appearing to read 'BJ', written over a horizontal line.

Bongani T. Jeranyama
Paralegal
Division of Open Government

cc: Thomas Boussy, Chairman, Stoneham Board of Selectmen



TOWN OF
STONEHAM

MASSACHUSETTS 02180

www.stoneham-ma.gov

OFFICE OF BOARD OF SELECTMEN

Telephone: 781-279-2680

FAX: 781-279-2681

Email: esinclair@ci.stoneham.ma.us

Thomas Boussy, *Chairman*
Ann Marie O'Neill, *Vice Chairman*
Caroline Colarusso, *Selectwoman*

John F. DePinto, *Selectman*
Frank Vallarelli, *Selectman*
Erin Sinclair, *Office Manager*

December 23, 2015

Ms. Susan Keeler
22 Butler Avenue
Stoneham, MA 02180
DELIVERED BY HAND TO ADDRESS AND FIRST CLASS MAIL

Re: Open Meeting Law Complaint, dated November 24, 2015

Dear Ms. Keeler:

I am writing on behalf of the Board of Selectmen (the "Board") in response to your complaint, dated November 24, 2015, in which you referenced your letter of November 9, 2015 "requesting ... the Board to make public the minutes of the open meetings held on September 28, 2015 and October 6, 2015" In the Open Meeting Law complaint section captioned "[w]hat action do you want the public body to take in response to your complaint", you state that you are "requesting that the minutes in question be released immediately, and that the members of the Board of Selectmen strive to operate within the law in the future."

First please allow me to thank you for your interest and participation in Town government and for calling attention to the importance of "creating and approving open session minutes in a timely manner", as set out in the Open Meeting Law. While both your November 9th letter and November 24th 2015 complaint quite rightly focused on the Board making public the minutes of the September 28th and October 6th meetings, the draft minutes for both meetings were nevertheless forwarded to you by letter from the Board's Office Manager on December 11th, receipt of which you have kindly confirmed.¹

As you may know, the Open Meeting Law requires public bodies to create and approve minutes in a timely manner. The Open Meeting Law does not provide a definition of "timely manner," but the Attorney General recommends that minutes be approved at a public body's next meeting whenever possible. In explanation, rather than justification, I note that the Board of Selectmen has worked to timely create and approve open session minutes and it is the customary practice to make every effort to approve meeting minutes at the next meeting of the Board. However, for a number of reasons,

¹ The Board's office manager has separately forwarded copies of the approved minutes of these meetings to you.

2016 JAN - 6 A 10:59
TOWN OF STONEHAM
BOARD OF SELECTMEN

including the absence at those meetings of the Board's office manager the process of creating and approving minutes has recently taken longer than has been the Board's regular practice but is occurring on a regular and timely basis. The Board's office manager is typically responsible for taking the meeting minutes and also for ensuring that all meeting minutes are placed into draft form for approval at the next following meeting including also any meetings that she does not attend. Please be assured that a renewed focus has been placed on this matter and expressed to those involved in working with and/or assisting the Board in this regard. That focus will continue as we move forward. Apart from creating and approving minutes in a timely manner, in those instances where minutes are not yet approved, but are requested by any person, they must, and will, be provided within the time frames required by law.

Again, thank you for helping to refocus on the importance of meeting applicable requirements and goals with respect to the Open Meeting Law. Please accept this response as affirmation thereof by and on behalf of the Board.

Please feel free to personally contact me or more formally the Board as may be needed or helpful with regard to the Open Meeting Law or other relevant matters.

Thank you.

Sincerely,



Thomas Boussy, Chairman
Board of Selectmen

Enclosure: Complaint Attached

cc: Amy L. Nable, Esq., Assistant Attorney General,
Director, Division of Open Government
(E-Mail:amy.nable@state.ma.us and First Class Mail)



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Susan Last Name: Keeler

Address: 22 Butler Avenue

City: Stoneham State: MA Zip Code: 02180

Phone Number: 7814819202 Ext. _____

Email: SusanKeeler214@gmail.com

Organization or Media Affiliation (if any): none

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Stoneham Board of Selectmen

Specific person(s), if any, you allege committed the violation: Board member(s) responsible for minutes of 9-28-15 and 10-6-15 meetings.

Date of alleged violation: 11-19-2015

2015 NOV 24 A 9:23
TOWN OF STONEHAM
BOARD OF SELECTMEN

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

On November 9, 2015, I submitted a written request for the Board to make public the minutes of the open meetings held on September 28, 2015 and October 6, 2015 (copy attached). I requested that the minutes be made public within ten days of my request. To date, the minutes have not been made public. During this time, the Board has had "approve minutes" listed on agendas of open meetings on two occasions (Nov.10 and Nov. 17). The minutes from the meetings specified in my request were not included, nor were they brought up for discussion. In addition, a copy of my November 9 letter was included in the Selectmen's materials for the meeting held on November 17, as part of the "miscellaneous correspondence", but it was not discussed. The meetings of September 28 and October 6 were held at locations and times that were outside the norm. The Selectmen's meetings are customarily televised, but these two were not. Due to those circumstances, I believe that having the minutes made public is of particular importance. If the minutes had not been made public due to an oversight, there has now been ample time and opportunity to correct it, but no action has been taken by the Board. It is for this reason that I believe that the Board has intentionally violated the Open Meeting Law.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

I am requesting that the minutes in question be released immediately, and that the members of the Board of Selectmen strive to operate within the law in the future.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, will be considered a public record and available to any member of the public upon request. In response to such a request, the AGO generally will not disclose your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Susan Keeler

Date: 11-24-15

For Use By Public Body For Use By AGO
Date Received by Public Body: Date Received by AGO:

CHARITABLE GAMING DIVISION

P.O. Box 859012

Braintree, Massachusetts 02185-9012

Tel. 781-849-5555

ANNUAL BEANO REPORT

ORGANIZATION IDENTIFICATION NUMBER

21804

Deborah B. Goldberg
Chair

Michael R. Sweeney
Executive Director

ATTENTION: FILE COMPLETED REPORT BY JANUARY 19, 2016 TO THE ABOVE ADDRESS.
FAILURE TO COMPLY WILL RESULT IN SUSPENSION OR REVOCATION OF ABOVE LICENSE.

NAME OF ORGANIZATION <i>Friends of the Boys Club</i>			NUMBER OF OCCASIONS <i>47</i>
STREET ADDRESS <i>15 Dale Court P.O. Box 80064</i>	AREA CODE <i>781</i>	TELEPHONE <i>438-6770</i>	AVERAGE NUMBER OF PLAYERS PER OCCASION DURING 2015 (SEE ATTACHED) <i>141</i>
CITY/TOWN <i>Stoneham</i>	COUNTY <i>Middlesex</i>	ZIP CODE <i>02180</i>	

Schedule 1 Beano and Charity Game Tickets Income Statement

A. Beano Game Receipts

- 1. Regular receipts from Beano Game \$ 253,249.00
- 2. Other receipts (explain) \$ _____
- 3. **Gross Beano Receipts** (add items 1 and 2)..... \$ 253,249.00

B. Beano Game Expenditures

- 1. Prizes (including all Progressive Beano prizes paid by check) \$ 210,965.00
- 2. Tax paid to Massachusetts State Lottery Commission \$ 12,662.45
- 3. Rent \$ 20,000.00
- 4. Equipment \$ _____
- 5. Supplies \$ 1,175.70
- 6. Services \$ _____
- 7. Other expenses (enter total and attach a detailed list) \$ _____
- 8. **Total Beano Expenditures** (add Items 1 through 7) \$ 244,803.15

C. Net Profit (or Loss) from Beano Game

- 1. From line A3 (Gross Beano Receipts) deduct line B8
(Total Beano Expenditures) \$ 8,445.85

D. Charity Game Ticket Receipts and Costs

- 1. Charity Game Ticket proceeds (after prizes) (less CGT prizes paid by check)..... \$ 51,703.50
- 2. Cost of Charity Game Tickets..... \$ 13,024.40
- 3. **Net Profit (or Loss) from Charity Game Ticket sales**
(deduct D2 from D1)..... \$ 38,679.10

E. Net Profit (or Loss) from Beano and Charity Game Tickets

- 1. Add C1 (net profit (or loss) from Beano Game) to line D3
(net profit (or loss) from Charity Game Ticket sales) \$ 47,124.95

Schedule 2 Disposition Of, and Accounting For, Net Profit

1.	Balance in Special Beano Checking Account January 1, 2015	\$	<u>1490.51</u>
2.	Balance of Special Beano Savings Account January 1, 2015.....	\$	<u>.00</u>
3.	Net profit (or loss) from Beano and Charity Game Tickets (from Page 1 Line E1 of this report).....	\$	<u>47,124.95</u>
4.	Other income (interest, etc.)	\$	<u> </u>
5.	Total funds available for disbursement (add lines 1 through 4).....	\$	<u>48615.46</u>
6.	Total Disbursements for the Year - detail below:		
a.	Charitable	\$	<u> </u>
b.	Patriotic.....	\$	<u> </u>
c.	Youth activities.....	\$	<u>38,957.84</u>
d.	Educational.....	\$	<u> </u>
e.	Religious.....	\$	<u> </u>
f.	Firemen's activities	\$	<u> </u>
g.	Public ambulance or rescue service.....	\$	<u>10,144.38</u>
h.	Other (include Option I & II attach list or explanation).....	\$	<u> </u>
i.	Total Disbursements (add lines a through h)	\$	<u>49,102.22</u>
7.	Total balance in Special Beano Bank Account(s) December 31, 2015 deduct line 6i (total disbursements) from line 5 (total funds available for disbursement)		
		\$	<u>-486.76</u>
a.	Balance per Special Beano Checkbook	\$	<u>-522.76</u>
b.	Balance per Special Beano Savings Account	\$	<u>.00</u>
	(Note: Line 7a & 7b must equal line 7)		

Signed under the pains and penalties of perjury:

Head of Organization Adam Rodgers -  12/28/15
Name Date

Member-In-Charge of Bingo DONNA DiVirgilio -  12/28/15
Name Date

If prepared by other than above:

Signature of Preparer DONNA DiVirgilio - CLUB Director -  12/28/15
Name & Title Date

Address & Telephone No. 20 pond st. Stoveham, MA. 02180 617-538-2417
Address Telephone Number 781-438-6770

ATTENTION: A copy of this report must be filed with the mayor and council in a city or selectmen in a town

CITY OF BOSTON LICENSEES ONLY: A copy of this report must be filed with the Boston Licensing Board.

CHARITABLE GAMING DIVISION

P.O. Box 859012
 Braintree, Massachusetts 02185-9012
 Tel. 781-849-5555

ANNUAL BEANO REPORT

ORGANIZATION IDENTIFICATION NUMBER

40960

Deborah B. Goldberg
 Chair

Michael R. Sweeney
 Executive Director

ATTENTION: FILE COMPLETED REPORT BY JANUARY 19, 2016 TO THE ABOVE ADDRESS.
 FAILURE TO COMPLY WILL RESULT IN SUSPENSION OR REVOCATION OF ABOVE LICENSE.

NAME OF ORGANIZATION <i>Boys Club of Stoneham</i>			NUMBER OF OCCASIONS <i>48</i>
STREET ADDRESS <i>15 Dale Court P.O. Box 80064</i>	AREA CODE <i>781</i>	TELEPHONE <i>438-6770</i>	AVERAGE NUMBER OF PLAYERS PER OCCASION DURING 2015 (SEE ATTACHED) <i>166</i>
CITY/TOWN <i>Stoneham</i>	COUNTY <i>Middlesex</i>	ZIP CODE <i>02180</i>	

Schedule 1 Beano and Charity Game Tickets Income Statement

A. Beano Game Receipts

- 1. Regular receipts from Beano Game \$ 298,678.00
- 2. Other receipts (explain) \$ _____
- 3. Gross Beano Receipts (add items 1 and 2)..... \$ 298,678.00

B. Beano Game Expenditures

- 1. Prizes (including all Progressive Beano prizes paid by check) \$ 222,747.00
- 2. Tax paid to Massachusetts State Lottery Commission \$ 14,933.90
- 3. Rent \$ 20,400.00
- 4. Equipment \$ _____
- 5. Supplies \$ 23,259.64
- 6. Services \$ _____
- 7. Other expenses (enter total and attach a detailed list) *Electric + Gas Bill* \$ 4329.85
- 8. Total Beano Expenditures (add items 1 through 7) \$ 285,670.39

C. Net Profit (or Loss) from Beano Game

- 1. From line A3 (Gross Beano Receipts) deduct line B8
 (Total Beano Expenditures) \$ 13,007.61

D. Charity Game Ticket Receipts and Costs

- 1. Charity Game Ticket proceeds (after prizes) (less CGT prizes paid by check)..... \$ 78,802.00
- 2. Cost of Charity Game Tickets..... \$ 20,234.40
- 3. Net Profit (or Loss) from Charity Game Ticket sales
 (deduct D2 from D1)..... \$ 58,567.60

E. Net Profit (or Loss) from Beano and Charity Game Tickets

- 1. Add C1 (net profit (or loss) from Beano Game) to line D3
 (net profit (or loss) from Charity Game Ticket sales) \$ 71,575.21

1. Balance in Special Beano Checking Account January 1, 2015\$ 4124.95

2. Balance of Special Beano Savings Account January 1, 2015.....\$.00

3. Net profit (or loss) from Beano and Charity Game Tickets (from Page 1
Line E1 of this report).....\$ 71,575.21

4. Other income (interest, etc.)\$ _____

5. Total funds available for disbursement (add lines 1 through 4).....\$ 75,700.16

6. **Total Disbursements for the Year - detail below:**

a. Charitable\$ _____

b. Patriotic.....\$ _____

c. Youth activities.....\$ 67,103.81

d. Educational\$ _____

e. Religious.....\$ _____

f. Firemen's activities\$ _____

g. Public ambulance or rescue service.....\$ 9104.14

h. Other (include Option I & II attach
list or explanation).....\$ _____

i. **Total Disbursements** (add lines a through h)\$ 76,207.9

7. **Total balance in Special Beano Bank Account(s) December 31, 2015**
deduct line 6i (total disbursements) from line 5 (total
funds available for disbursement)\$ -507.79

a. Balance per Special Beano Checkbook\$ -507.99

b. Balance per Special Beano Savings Account\$.00
(Note: Line 7a & 7b must equal line 7)

Signed under the pains and penalties of perjury:

Head of Organization Adam Rodgers  12/28/15
Name Date

Member-In-Charge of Bingo Donna DiVirgilio  12/28/15
Name Date

If prepared by other than above:

Signature of Preparer Donna DiVirgilio - Club Director  12/28/15
Name & Title Date

Address & Telephone No. 20 pond st. Stoneham, MA - 02180 617-538-2417
Address Telephone Number 781-438-6770

ATTENTION: A copy of this report must be filed with the mayor and council in a city or selectmen in a town
CITY OF BOSTON LICENSEES ONLY: A copy of this report must be filed with the Boston
Licensing Board.

TOWN OF STONEHAM
Budget vs Expenditures Summary
As of December 31, 2015

PERSONNEL**OPERATING****TOTAL BUDGET**

Dept. #	Department	PERSONNEL				OPERATING				TOTAL BUDGET			
		FY'16 Budget	Current Month Expended	Year-to-date Expended	% Used	FY'16 Budget	Current Month Expended	Year-to-date Expended	% Used	FY'16 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	80,268	0.00	38,089.23	47.45%	10,000	0.00	6,856.13	68.56%	90,268	0.00	44,945.36	49.79%
123	Town Administrator	340,926	0.00	163,021.38	47.82%	42,500	0.00	32,904.69	77.42%	383,426	0.00	195,926.07	51.10%
132	Reserve Fund	0	0.00	0.00	0.00%	50,000	0.00	0.00	0.00%	50,000	0.00	0.00	0.00%
135	Town Accountant	218,119	0.00	86,369.65	39.60%	1,550	0.00	223.96	14.45%	219,669	0.00	86,593.61	39.42%
141	Assessors	126,264	0.00	62,827.66	49.76%	4,800	0.00	1,976.93	41.19%	131,064	0.00	64,804.59	49.44%
145	Town Treasurer	249,428	0.00	125,507.83	50.32%	18,350	0.00	7,413.67	40.40%	267,778	0.00	132,921.50	49.64%
151	Town Counsel	110,732	0.00	54,033.14	48.80%	6,725	0.00	6,725.00	100.00%	117,457	0.00	60,758.14	51.73%
155	Data Processing	109,175	0.00	54,873.87	50.26%	130,721	0.00	103,113.97	78.88%	239,896	0.00	157,987.84	65.86%
161	Town Clerk	119,992	0.00	58,678.77	48.90%	4,200	0.00	1,750.91	41.69%	124,192	0.00	60,429.68	48.66%
162	Elec. & Reg.	69,311	0.00	28,708.28	41.42%	18,100	0.00	3,695.91	20.42%	87,411	0.00	32,404.19	37.07%
172	Whip Hill park	0	0.00	0.00	0.00%	10,950	0.00	887.10	8.10%	10,950	0.00	887.10	8.10%
182	Planning/Appeals/Conserv.	41,543	0.00	18,935.57	45.58%	1,160	0.00	253.92	21.89%	42,703	0.00	19,189.49	44.94%
185	Economic & Community Dev.	68,224	0.00	33,288.94	48.79%	30,000	0.00	20,194.15	67.31%	98,224	0.00	53,483.09	54.45%
192	Public Property Maint.	500	0.00	0.00	0.00%	80,612	0.00	29,670.60	36.81%	81,112	0.00	29,670.60	36.58%
210	Police	3,580,075	0.00	1,721,996.96	48.10%	385,870	0.00	112,063.20	29.04%	3,965,945	0.00	1,834,060.16	46.25%
211	Traffic Directors	137,030	0.00	54,892.04	40.06%	4,500	0.00	1,407.20	31.27%	141,530	0.00	56,299.24	39.78%
212	Dispatchers	381,380	0.00	184,581.79	48.40%	17,440	0.00	5,343.82	30.64%	398,820	0.00	189,925.61	47.62%
220	Fire	2,756,616	0.00	1,354,480.74	49.14%	124,850	0.00	40,129.94	32.14%	2,881,466	0.00	1,394,610.68	48.40%
241	Building & Wire	182,822	0.00	94,667.63	51.78%	6,900	0.00	799.28	11.58%	189,722	0.00	95,466.91	50.32%
291	Civil Defense	2,000	0.00	833.35	41.67%	0	0.00	0.00	0.00%	2,000	0.00	833.35	41.67%
300	Schools	20,552,795	0.00	8,928,619.26	43.44%	5,335,721	0.00	2,900,599.83	54.36%	25,888,516	0.00	11,829,219.09	45.69%
397	Essex No Shore Agricultural	0	0.00	0.00	0.00%	300,000	0.00	139,822.00	46.61%	300,000	0.00	139,822.00	46.61%
398	Minuteman Voc.	0	0.00	0.00	0.00%	50,000	0.00	28,584.00	57.17%	50,000	0.00	28,584.00	57.17%
399	Northeast Reg. Voc.	0	0.00	0.00	0.00%	1,076,254	0.00	538,127.00	50.00%	1,076,254	0.00	538,127.00	50.00%
400	Public Works	842,432	0.00	351,514.02	41.73%	889,700	0.00	352,533.06	39.62%	1,732,132	0.00	704,047.08	40.65%
510	Board of Health	144,023	0.00	68,370.03	47.47%	5,140	0.00	4,125.36	80.26%	149,163	0.00	72,495.39	48.60%
541	Council on Aging	102,193	0.00	47,721.35	46.70%	33,500	0.00	13,128.11	39.19%	135,693	0.00	60,849.46	44.84%
542	Recreation Department	30,000	0.00	0.00	0.00%	18,000	0.00	0.00	0.00%	48,000	0.00	0.00	0.00%
543	Veterans Service	41,276	0.00	20,140.85	48.80%	177,700	0.00	84,066.93	47.31%	218,976	0.00	104,207.78	47.59%
610	Public Library	553,371	0.00	270,933.40	48.96%	207,850	0.00	95,714.50	46.05%	761,221	0.00	366,647.90	48.17%
630	Unicorn Golf Course	139,017	0.00	62,107.50	44.68%	275,850	0.00	194,771.69	70.61%	414,867	0.00	256,879.19	61.92%
631	Unicorn Rink	175,067	0.00	81,699.95	46.67%	259,280	0.00	124,275.44	47.93%	434,347	0.00	205,975.39	47.42%
710	Maturing Debt	0	0.00	0.00	0.00%	3,440,000	0.00	1,765,400.00	51.32%	3,440,000	0.00	1,765,400.00	51.32%
750	Interest	0	0.00	0.00	0.00%	1,217,919	0.00	658,025.00	54.03%	1,217,919	0.00	658,025.00	54.03%
911	Contributory	0	0.00	0.00	0.00%	5,135,261	0.00	5,135,261.00	100.00%	5,135,261	0.00	5,135,261.00	100.00%
912	Health Insurance	0	0.00	0.00	0.00%	7,628,413	0.00	3,699,287.63	48.49%	7,628,413	0.00	3,699,287.63	48.49%
918	Capital Equipment	0	0.00	0.00	0.00%	323,000	0.00	299,265.00	92.65%	323,000	0.00	299,265.00	92.65%
919	Unclassified	19,079	0.00	0.00	0.00%	1,416,000	0.00	859,957.89	60.73%	1,435,079	0.00	859,957.89	59.92%
920	Non-Departmental	0	0.00	0.00	0.00%	37,085	0.00	11,551.97	31.15%	37,085	0.00	11,551.97	31.15%
TOTAL GENERAL		31,173,658	0.00	13,966,893.19	44.80%	28,776,121	0.00	17,279,906.79	60.05%	59,949,779	0.00	31,246,799.98	52.12%
440	Sewer	601,332	0.00	319,888.42	53.20%	116,400	0.00	58,079.06	49.90%	717,732	0.00	377,967.48	52.66%
440	Intergovernmental	0	0.00	0.00	0.00%	4,429,220	0.00	2,214,610.00	50.00%	4,429,220	0.00	2,214,610.00	50.00%
710	Maturing Debt	0	0.00	0.00	0.00%	28,380	0.00	5,500.00	19.38%	28,380	0.00	5,500.00	19.38%
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		601,332	0.00	319,888.42	53.20%	4,574,000	0.00	2,278,189.06	49.81%	5,175,332	0.00	2,598,077.48	50.20%
450	Water	532,390	0.00	280,959.55	52.77%	218,650	0.00	47,783.67	21.85%	751,040	0.00	328,743.22	43.77%
440	Intergovernmental	0	0.00	0.00	0.00%	3,381,301	0.00	1,690,650.50	50.00%	3,381,301	0.00	1,690,650.50	50.00%
710	Maturing Debt	0	0.00	0.00	0.00%	19,000	0.00	3,500.00	18.42%	19,000	0.00	3,500.00	18.42%
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		532,390	0.00	280,959.55	52.77%	3,618,951.00	0.00	1,741,934.17	48.13%	4,151,341	0.00	2,022,893.72	48.73%
		32,307,380				36,969,072				69,276,452			

TOWN OF STONEHAM
Estimated vs Actual Revenues Summary
As of December 31, 2015

Revenue Source	1ST QUARTER OF FY'16			2ND QUARTER OF FY'16			FY'16 Y-T-D (7/1/15-6/30/16)			Y-T-D % COLL.
	ESTIMATED	ACTUAL	VARIANCE	ESTIMATED	ACTUAL	VARIANCE	ESTIMATED	ACTUAL	VARIANCE	
Board of Selectmen-										
Licenses & Permits	\$0	\$250.00	\$250.00	\$50,000	\$51,575.00	\$1,575.00	\$55,000	\$51,825.00	(\$3,175.00)	94.23%
Billboard Lease	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$50,000	\$0.00	(\$50,000.00)	0.00%
Assessors										
Fees	\$300	\$470.00	\$170.00	\$300	\$505.00	\$205.00	\$1,200	\$975.00	(\$225.00)	81.25%
Town Treasurer-										
Interest Earned	\$4,025	\$4,651.58	\$626.58	\$4,025	\$3,584.53	(\$440.47)	\$16,100	\$8,236.11	(\$7,863.89)	51.16%
Premium on Bonds	\$0	\$0.00	\$0.00	\$0	\$29,734.72	\$29,734.72	\$0	\$29,734.72	\$29,734.72	0.00%
Personal Property Taxes	\$274,839	\$288,804.16	\$13,965.16	\$274,840	\$231,004.58	(\$43,835.42)	\$1,099,359	\$519,808.74	(\$579,550.26)	47.28%
Real Estate Taxes	\$11,095,665	\$11,417,006.63	\$321,341.63	\$11,095,666	\$10,575,754.00	(\$519,912.00)	\$44,382,663	\$21,992,760.63	(\$22,389,902.37)	49.55%
Motor Veh. Excise	\$230,000	\$229,572.44	(\$427.56)	\$165,000	\$188,129.16	\$23,129.16	\$2,865,514	\$417,701.60	(\$2,447,812.40)	14.58%
Deferred Real Estate/Tax Lien	\$0	\$17,160.00	\$17,160.00	\$0	\$82,087.59	\$82,087.59	\$0	\$99,247.59	\$99,247.59	0.00%
Penalties/Interest on Taxes	\$44,753	\$30,076.52	(\$14,676.48)	\$44,753	\$93,662.37	\$48,909.37	\$179,013	\$123,738.89	(\$55,274.11)	69.12%
Payment in Lieu of Taxes	\$46,000	\$0.00	(\$46,000.00)	\$3,000	\$47,384.46	\$44,384.46	\$55,000	\$47,384.46	(\$7,615.54)	86.15%
Other Charges and Fees	\$26,038	\$30,012.03	\$3,974.03	\$26,038	\$18,953.95	(\$7,084.05)	\$104,152	\$48,965.98	(\$55,186.02)	47.01%
Town Clerk-										
Licenses & Permits	\$7,500	\$4,685.00	(\$2,815.00)	\$7,500	\$8,750.00	\$1,250.00	\$30,000	\$13,435.00	(\$16,565.00)	44.78%
Fees	\$16,250	\$20,056.00	\$3,806.00	\$16,250	\$16,099.00	(\$151.00)	\$65,000	\$36,155.00	(\$28,845.00)	55.62%
Fines	\$500	\$1,300.00	\$800.00	\$500	\$300.00	(\$200.00)	\$2,000	\$1,600.00	(\$400.00)	80.00%
Planning/Appeals										
Fees	\$117	\$1,588.00	\$1,471.00	\$117	\$10,175.00	\$10,058.00	\$468	\$11,763.00	\$11,295.00	2513.46%
Police										
Licenses & Permits	\$500	\$700.00	\$200.00	\$500	\$762.50	\$262.50	\$2,000	\$1,462.50	(\$537.50)	73.13%
Fees	\$19,553	\$19,415.61	(\$137.39)	\$19,553	\$23,492.64	\$3,939.64	\$78,212	\$42,908.25	(\$35,303.75)	54.86%
Fines	\$5,000	\$10,055.00	\$5,055.00	\$5,000	\$7,345.00	\$2,345.00	\$20,000	\$17,400.00	(\$2,600.00)	87.00%
Fire										
Licenses & Permits	\$6,000	\$7,000.00	\$1,000.00	\$6,000	\$8,550.00	\$2,550.00	\$24,000	\$15,550.00	(\$8,450.00)	64.79%
Fees	\$1,000	\$952.00	(\$48.00)	\$1,000	\$660.00	(\$340.00)	\$24,000	\$1,612.00	(\$22,388.00)	6.72%
Building & Wire-										
Building Permits	\$75,000	\$758,866.00	\$683,866.00	\$75,000	\$60,311.00	(\$14,689.00)	\$300,000	\$819,177.00	\$519,177.00	273.06%
Wiring Permits	\$13,250	\$15,850.00	\$2,600.00	\$13,250	\$13,185.00	(\$65.00)	\$53,000	\$29,035.00	(\$23,965.00)	54.78%
Plumbing/Gas Permits/Other	\$11,000	\$9,293.00	(\$1,707.00)	\$11,000	\$11,709.75	\$709.75	\$44,000	\$21,002.75	(\$22,997.25)	47.73%
Weights & Measures										
Fees	\$825	\$544.00	(\$281.00)	\$825	\$1,507.00	\$682.00	\$3,300	\$2,051.00	(\$1,249.00)	62.15%
School-Medicaid Reimb./Transportation Reimb.										
DPW-	\$11,000	\$0.00	(\$11,000.00)	\$11,000	\$64,005.44	\$53,005.44	\$165,000	\$64,005.44	(\$100,994.56)	38.79%
Cemetery	\$18,932	\$24,350.00	\$5,418.00	\$18,932	\$20,725.00	\$1,793.00	\$75,729	\$45,075.00	(\$30,654.00)	59.52%
Other	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	0.00%
Board of Health										
Licenses & Permits	\$4,000	\$4,714.00	\$714.00	\$2,000	\$2,320.00	\$320.00	\$42,000	\$7,034.00	(\$34,966.00)	16.75%
Library										
Library	\$215	\$580.40	\$365.40	\$215	\$348.12	\$133.12	\$862	\$928.52	\$66.52	107.72%
Recreation										
Stoneham Oaks(Par 3)	\$34,000	\$55,499.00	\$21,499.00	\$13,000	\$9,430.00	(\$3,570.00)	\$76,237	\$64,929.00	(\$11,308.00)	85.17%
Unicorn Golf	\$188,000	\$215,493.00	\$27,493.00	\$40,000	\$58,407.00	\$18,407.00	\$369,310	\$273,900.00	(\$95,410.00)	74.17%
Stoneham Arena	\$53,000	\$95,370.00	\$42,370.00	\$140,000	\$115,209.00	(\$24,791.00)	\$540,114	\$210,579.00	(\$329,535.00)	38.99%
State Aid	\$2,342,589	\$2,375,334.00	\$32,745.00	\$1,905,257	\$1,896,450.00	(\$8,807.00)	\$8,769,119	\$4,271,784.00	(\$4,497,335.00)	48.71%
Meals Tax	\$73,750	\$83,105.06	\$9,355.06	\$73,750	\$81,175.23	\$7,425.23	\$295,000	\$164,280.29	(\$130,719.71)	55.69%
FEMA Reimb.	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	0.00%
District Court Fines	\$10,000	\$8,480.00	(\$1,520.00)	\$10,000	\$7,157.19	(\$2,842.81)	\$40,000	\$15,637.19	(\$24,362.81)	39.09%
Pension Reimbursement	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0	\$0.00	\$0.00	0.00%
Other Departmental Revenues	\$4,612	\$5,608.02	\$996.02	\$4,612	\$10,225.76	\$5,613.76	\$18,448	\$15,833.78	(\$2,614.22)	85.83%
GENERAL FUND										
TOTAL REVENUES	\$14,618,213	15,736,841.45	\$1,118,628.45	\$14,038,883	\$13,750,674.99	(\$288,208.01)	\$59,845,800	\$29,487,516.44	(\$30,358,283.56)	49.27%
SEWER FUND										
TOTAL REVENUES	\$1,425,720	\$1,349,607.63	(\$76,112.37)	\$1,425,720	\$1,540,088.03	\$114,368.03	\$5,702,880	\$2,889,695.66	(\$2,813,184.34)	50.67%
WATER FUND										
TOTAL REVENUES	\$1,147,556	\$1,188,827.94	\$41,271.94	\$1,147,557	\$1,620,007.55	\$472,450.55	\$4,590,227	\$2,808,835.49	(\$1,781,391.51)	61.19%

TOWN OF
STONEHAM
MASSACHUSETTS
Town Counsel



To: Thomas Boussy, Chairman
Board of Selectmen

From: William H. Solomon *William H. Solomon*
Town Counsel

Date: January 14, 2016

Subject: Energy Facility Siting Board – First Set of Information Requests to Eversource and National Grid

I am forwarding herewith the Energy Facility Siting Board's ("EFSB") First Set of Interrogatories to Eversource and National Grid. The response date has been extended, at the request of the companies, until January 21, 2016.

I have pasted below those Information Requests most relevant to the Town of Stoneham. A number of the information requests arise from input of the EFSB's public comment hearing at Stoneham Town Hall on November 18, 2015 and from the Town's Petition to Intervene, a copy of which I have re-forwarded for your convenience.

Please note that some questions regarding the route in the Town of Wakefield relate to routes (such as some of the "Southern" routes) that also relate to Stoneham, as also referenced in the Town's intervention.

Below are the most relevant information requests to Stoneham (**I recommend reading the attachment rather than the excerpts pasted below, for ease of reading.**)

For a number of reasons, including the need to review and consider various options with respect to the Town's role in and approach to the EFSB process, I recommend that the Sub-Committee continue its pro-active role in this matter and meet in late January or early February, after we have had a chance to review Eversource's response to the Information Requests. The Sub-Committee would then, of course, also have the opportunity to review and consider matters for discussions with Eversource.

- EFSB-RS-2 At the EFSB public hearing in Stoneham on November 18, 2015 (Transcript page 27), the Companies' representative (Kathleen Freeman) stated that the Companies reached out to the Massachusetts Department of Environmental Protection ("MassDEP") to address the Stoneham Board of Selectmen's stated environmental concerns about using the Tri-Community Greenway.
- a. Please discuss what the Town of Stoneham expressed to the Companies regarding its environment-related concerns.
 - b. Provide a list of all meetings the Companies or their representatives have had with MassDEP regarding the potential use of the Tri-Community Greenway. If available, provide a summary, which includes, but is not limited to, the date of the meeting, the list of attendees, and the issues discussed at the meeting.
 - c. Discuss whether the Companies have communicated to the Town of Stoneham the outcome of the Companies' meetings with MassDEP.
 - d. Describe what the Companies' response was to the Town of Stoneham's expressed environmental concerns.
- EFSB-RS-3 Refer to JP-1, at 5-20 to 5-21. If the Companies were allowed to use the Tri-Community Greenway Variation for the Project, Please discuss:
- a. The expected EMF levels at the center and edges of the planned bike path.
 - b. The expected EMF levels at the edge of the right-of-way.
 - c. The EMF levels at the nearest residence(s).
 - d. The potential health impacts associated with the estimated EMF levels in (a) through (c) above.
 - e. What mitigation measures, if any, the Companies would propose to reduce EMF impacts.
- EFSB-RS-4 Please refer to JP-1 at Figure 5-2c and at 5-20 and 5-21. The Tri-Community Greenway is discussed at those pages, and is depicted in said figure.
- a. List and describe in detail all easements and other property rights that the Companies would need to acquire in order to construct the Project using the Tri-Community Greenway Variation.
 - b. Identify the persons or entities from whom said rights must be acquired. In identifying said persons and entities, please list their full legal names, addresses, telephone numbers, and appropriate contact person or persons.
 - c. List and describe in detail all permits and other permissions (including but not limited to permissions of any kind to be obtained from municipalities and state and federal agencies) that the Companies would need to acquire in order to construct the Project using the Tri-Community Greenway Variation.
 - d. Is any portion of the Tri-Community Greenway currently paved? If so, how many miles of it is paved? Is any portion scheduled to be paved

within the next three years? If so, how many miles of it is scheduled to be paved within the next three years?

- e. Is any portion of the Tri-Community Greenway right-of way used informally at present for any of the uses contemplated for the completed Greenway? If so, to what degree?
- f. Describe in reasonable detail any legal issues, technical issues, construction difficulties, and any other problems of any nature – other than any problems or issues raised in response to the questions above – that the Companies believe might prevent, hinder, or delay the construction of the Project using the Tri-Community Greenway Variation.

EFSB-RS-5 Please refer to JP-1, at 5-21, The Companies discussed the Pomeworth Street Stoneham Variation of the Central Route, which the Companies stated would add bends to the route and that it is not desirable from a “constructability” perspective.

- a. Describe what is considered “a bend.”
- b. Discuss why bends are not desirable from constructability perspective.
- c. Compare the bend conditions of the Pomeworth Street Stoneham Variation of the Central Route with the Preferred Route.
- d. Provide meeting minutes from the May 2015 meeting the Companies had with the Town of Stoneham that rejected the Pomeworth Street Variation.

EFSB-RS-6 Refer to JP-1, at 5-18 to 5-23.

- a. Discuss why the Companies did not identify and score a route following the Preferred Route and going Montvale Avenue -Main Street- Union Street- Central Street joining the Preferred Route at Elm Street, as a Central/Southern Route Variation.
- b. Describe what the length and estimated cost of the Central Route/Southern Route would be if the route in (a) above is considered a variation.
- c. Please expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the route in (a) above.

EFSB-RS-7 Refer to JP-1, at 5-18 to 5-23.

- a. Discuss why the Companies did not identify and score a route following the Central Route on Montvale Avenue - Maple Street - Main Street then joining back the Preferred Route on Elm Street, as a Central/Southern Route (Maple Street) Variation.
- b. Discuss why the Companies did not identify and score a route following the Central Route on Montvale Avenue to Maple Street- Park Street- Marble Street- Summer Street- Green Street and joining the Preferred Route on Albion Street in Wakefield, as a Central/Southern Route (Marble Street) Variation.
- c. Describe what the length and estimated cost of the Central/Southern Route would be if the routes in (a) and (b) above are considered Variations.
- d. Expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the routes in (a), and (b) above.

- EFSB-RS-8 Please refer to EFSB-PRE-7 above. Discuss whether the route scoring in JP-1, Table 5-5 would be different for a route that follows the Preferred Route on Montvale Avenue - Maple Street - Main Street - Central Street- Pomeworth Street -Washington Street and joins the Companies' Preferred Route at Elm Street.
- EFSB-RS-9 Please refer to JP-1, at 5-25. The Companies discussed the Nahant Street Wakefield Variation of the Southern Route variation.
- a. Discuss why the Companies didn't identify and score the Broadway– Nahant Street- Farm Street variation as a Central Route variation.
 - b. Describe the length and estimated cost of the Central Route would be if the route in (a) above is considered a variation.
 - c. Please expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the route in (a) above.
- EFSB-RS-11 Please refer to JP-1 at 5-24 and to Figure 5-2d. The Fallon Road Variation is discussed at that page and it is depicted in said figure. On page 5-24, the Companies state that: “The current traffic congestion at the I-93 exit ramps and near-term plans to convert industrial lands south of Fallon Road to major residential developments were considered significant enough to detractors from this route variation not to advance analysis of its use further.”
- a. Explain how the traffic congestion at the I-93 exit ramps would affect the construction of Project using the Fallon Road alternative. How close are the ramps in question to the likely construction site? Would it be possible to limit the hours of construction so that the traffic congestion in question would not prohibit the use of the Fallon Road alternative? How could this be done?
 - b. How would the conversion of the industrial lands south of Fallon Road to major residential developments affect the construction of Project using the Fallon Road alternative? What is the time frame for such development? Are there any means by which the construction of the Project using the Fallon Road alternative could proceed despite said development?
 - c. List and describe in reasonable detail all easements and other property rights that the Companies would need to acquire in order to construct the Project using the Fallon Road Variation.
 - d. Identify the persons or entities from whom said rights must be acquired. In identifying said persons and entities, please list their full legal names, addresses, telephone numbers, and appropriate contact person or persons.
 - e. List and describe in reasonable detail all permits and other permissions (including but not limited to permissions of any kind to be obtained from municipalities and state and federal agencies) that the Companies would need to acquire in order to construct the Project using the Fallon Road Variation.
 - f. Describe in reasonable detail any legal issues, technical issues, construction difficulties, and any other problems of any nature – other than any problems or issues raised in response to the questions above – that the

Companies believe might prevent, hinder, or delay the construction of the Project using the Fallon Road Variation.

EFSB-RS-13 Please refer to the transcript of the public comment hearing held on November 18, 2015, at pages 19 through 24.

- a. The speakers whose remarks are transcribed on these pages voiced concerns that construction of the Project on the Preferred Route would cause economic harm to the Town of Stoneham, and its residents and businesses. Do the Companies believe that these concerns are potentially valid? If so, please describe a potential methodology by which such concerns could be identified, considered, and weighed (among the other route selection criteria already used) by the Companies
- b. Are there economic benefits that should also be included among the criteria considered and weighed for route selection?

Enclosures

cc: Town Administrator

**COMMONWEALTH OF MASSACHUSETTS
ENERGY FACILITIES SITING BOARD**

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY
NEW ENGLAND POWER COMPANY D/B/A NATIONAL GRID
EFSB 15-4/D.P.U. 15-140/15-141
DECEMBER 23, 2015

Instructions

The following instructions apply to this set of Information Requests and to all subsequent Information Requests issued by the Siting Board to any party in this proceeding. The instructions apply equally to any set of Information Requests issued by any of the parties.

1. Each Information Request should be answered in writing on a separate page of 3-hole punched paper. The caption to the response should include: a verbatim recitation of the Information Request; the Request number; the docket number of the case; the date of the response; and the name of the person responsible for the response.
2. In addition, all Information Request responses must be submitted in a *searchable* electronic file format unless permission to submit the responses in some other form is obtained from the Presiding Officer *before* the responses are submitted.
3. Provide all data, assumptions, and calculations relied upon. Provide the source of, and basis for, all data and assumptions employed. Include all studies, reports, and planning documents from which data, estimates, or assumptions were drawn, and support for how the data or assumptions were used in developing the projections or estimates. Provide and explain all supporting work papers.
4. Responses must be filed on or before three weeks from the date that these Information Requests are issued: January 13, 2016. If a particular response cannot be completed by the required date, a brief written explanation, together with the expected date of filing, should be provided.
5. The information requests are continuing in nature. Thus, if a party responds to a Request, and later receives or generates additional information that also is responsive to the Request, a Supplemental Response containing that information is required. This obligation continues until the hearing record is officially closed.
6. When including attachments, supplements or revisions to Information Requests, please use the following numbering conventions:
 - a. For attachments: EFSB-A-1(1) for attachment 1, EFSB-A-1(2) for attachment 2, etc.
 - b. For supplemental responses: EFSB-A-1(S1) for the first supplemental response, DPU-A-1(S2) for the second supplemental response, etc.

- c. For revisions: EFSB-A-1(R).
7. For all maps, please include a north arrow, an accurate scale, a detailed legend, the source of the data, and the date the map was published, if applicable.
 8. If a particular Information Request appears unclear or ambiguous, a party or parties may contact the Presiding Officer for clarification.
 9. Please serve a copy of Information Request responses on all parties to and limited participants in the proceeding by electronic mail, unless the party or limited participant requests some other means of service. Please submit the original and six hard copies of the responses to the Presiding Officer.

For the electronic version of the responses, send the responses by e-mail attachment to the following email addresses, in addition to the email attachments sent to all parties and limited participants:

dpu.efiling@state.ma.us
Andrew.Greene@state.ma.us
James.A.Buckley@state.ma.us
Robert.j.shea@state.ma.us
John.Young@state.ma.us
Barbara.Shapiro@state.ma.us
Enid.Kumin@state.ma.us
Ashley.M.Ferrer@state.ma.us
Samrawit.Dererie@state.ma.us

The text of the e-mail must specify: (1) the docket number of the proceeding (EFSB 15-4/D.P.U. 15-140/15-141); (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document. The electronic filing should include the name, title, and telephone number of a person to contact in the event of questions about the filing. All documents submitted in electronic format will be posted on the Department's website: www.mass.gov/dpu.

10. The term "document" is used in its broadest sense. It includes, without limitation, writings, drawings, graphs, charts, photographs, computer printouts, correspondence, email, handwritten notes, records or reports, articles from journals or other sources, and any other data compilations from which information can be obtained.

IRs for the Companies

- EFSB-RS-1 Please refer to the *Analysis to Support Petitions* (“JP-1”), at 5-20 to 5-21, and the discussion of the Tri-Community Greenway Variation of the Central Route. With regard to obtaining easements or lease agreements on the Tri-Community Greenway:
- a. Provide a list of all meetings the Companies or their representatives have had or are scheduled to have with the Town of Stoneham officials; and a summary, or minutes if available, of each of these meetings, which includes but is not limited to the date of the meeting, the list of attendees and issues discussed at the meeting.
 - b. Respond to (a) for the City of Woburn.
 - c. Respond to (a) for the Town of Winchester.
 - d. Respond to (a) for the MBTA or other holders of railroad interests.
- EFSB-RS-2 At the EFSB public hearing in Stoneham on November 18, 2015 (Transcript page 27), the Companies’ representative (Kathleen Freeman) stated that the Companies reached out to the Massachusetts Department of Environmental Protection (“MassDEP”) to address the Stoneham Board of Selectmen’s stated environmental concerns about using the Tri-Community Greenway.
- a. Please discuss what the Town of Stoneham expressed to the Companies regarding its environment-related concerns.
 - b. Provide a list of all meetings the Companies or their representatives have had with MassDEP regarding the potential use of the Tri-Community Greenway. If available, provide a summary, which includes, but is not limited to, the date of the meeting, the list of attendees, and the issues discussed at the meeting.
 - c. Discuss whether the Companies have communicated to the Town of Stoneham the outcome of the Companies’ meetings with MassDEP.
 - d. Describe what the Companies’ response was to the Town of Stoneham’s expressed environmental concerns.
- EFSB-RS-3 Refer to JP-1, at 5-20 to 5-21. If the Companies were allowed to use the Tri-Community Greenway Variation for the Project, Please discuss:
- a. The expected EMF levels at the center and edges of the planned bike path.
 - b. The expected EMF levels at the edge of the right-of-way.
 - c. The EMF levels at the nearest residence(s).
 - d. The potential health impacts associated with the estimated EMF levels in (a) through (c) above.
 - e. What mitigation measures, if any, the Companies would propose to reduce EMF impacts.

- EFSB-RS-4 Please refer to JP-1 at Figure 5-2c and at 5-20 and 5-21. The Tri-Community Greenway is discussed at those pages, and is depicted in said figure.
- a. List and describe in detail all easements and other property rights that the Companies would need to acquire in order to construct the Project using the Tri-Community Greenway Variation.
 - b. Identify the persons or entities from whom said rights must be acquired. In identifying said persons and entities, please list their full legal names, addresses, telephone numbers, and appropriate contact person or persons.
 - c. List and describe in detail all permits and other permissions (including but not limited to permissions of any kind to be obtained from municipalities and state and federal agencies) that the Companies would need to acquire in order to construct the Project using the Tri-Community Greenway Variation.
 - d. Is any portion of the Tri-Community Greenway currently paved? If so, how many miles of it is paved? Is any portion scheduled to be paved within the next three years? If so, how many miles of it is scheduled to be paved within the next three years?
 - e. Is any portion of the Tri-Community Greenway right-of way used informally at present for any of the uses contemplated for the completed Greenway? If so, to what degree?
 - f. Describe in reasonable detail any legal issues, technical issues, construction difficulties, and any other problems of any nature – other than any problems or issues raised in response to the questions above – that the Companies believe might prevent, hinder, or delay the construction of the Project using the Tri-Community Greenway Variation.
- EFSB-RS-5 Please refer to JP-1, at 5-21, The Companies discussed the Pomeworth Street Stoneham Variation of the Central Route, which the Companies stated would add bends to the route and that it is not desirable from a “constructability” perspective.
- a. Describe what is considered “a bend.”
 - b. Discuss why bends are not desirable from constructability perspective.
 - c. Compare the bend conditions of the Pomeworth Street Stoneham Variation of the Central Route with the Preferred Route.
 - d. Provide meeting minutes from the May 2015 meeting the Companies had with the Town of Stoneham that rejected the Pomeworth Street Variation.
- EFSB-RS-6 Refer to JP-1, at 5-18 to 5-23.
- a. Discuss why the Companies did not identify and score a route following the Preferred Route and going Montvale Avenue -Main Street- Union Street- Central Street joining the Preferred Route at Elm Street, as a Central/Southern Route Variation.

- b. Describe what the length and estimated cost of the Central Route/Southern Route would be if the route in (a) above is considered a variation.
- c. Please expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the route in (a) above.

EFSB-RS-7 Refer to JP-1, at 5-18 to 5-23.

- a. Discuss why the Companies did not identify and score a route following the Central Route on Montvale Avenue - Maple Street - Main Street then joining back the Preferred Route on Elm Street, as a Central/Southern Route (Maple Street) Variation.
- b. Discuss why the Companies did not identify and score a route following the Central Route on Montvale Avenue to Maple Street- Park Street- Marble Street- Summer Street- Green Street and joining the Preferred Route on Albion Street in Wakefield, as a Central/Southern Route (Marble Street) Variation.
- c. Describe what the length and estimated cost of the Central/Southern Route would be if the routes in (a) and (b) above are considered Variations.
- d. Expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the routes in (a), and (b) above.

EFSB-RS-8 Please refer to EFSB-PRE-7 above. Discuss whether the route scoring in JP-1, Table 5-5 would be different for a route that follows the Preferred Route on Montvale Avenue - Maple Street - Main Street - Central Street- Pomeworth Street -Washington Street and joins the Companies' Preferred Route at Elm Street.

EFSB-RS-9 Please refer to JP-1, at 5-25. The Companies discussed the Nahant Street Wakefield Variation of the Southern Route variation.

- a. Discuss why the Companies didn't identify and score the Broadway– Nahant Street- Farm Street variation as a Central Route variation.
- b. Describe the length and estimated cost of the Central Route would be if the route in (a) above is considered a variation.
- c. Please expand Table 5-5 in JP-1, at 5-49 to provide an Environmental Constructability Analysis of the route in (a) above.

EFSB-RS-10 Please refer to JP-1 at 5-18 and 5-19 and Figure 5-5. The Wakefield Railroad Right of Way (“ROW”) is discussed at those pages, and it is highlighted in blue in the upper right corner of the map that constitutes Figure 5.5.

- a. List and describe in reasonable detail all easements and other property rights that the Companies would need to acquire in order to construct the Project using the Wakefield Railroad ROW.

- b. Identify the persons or entities from whom said rights must be acquired. In identifying said persons and entities, please list their full legal names, addresses, telephone numbers, and appropriate contact person or persons.
- c. List and describe in reasonable detail all permits and other permissions (including but not limited to permissions of any kind to be obtained from municipalities and state and federal agencies) that the Companies would need to acquire in order to construct the Project using the Wakefield Railroad ROW.
- d. Is any portion of the Wakefield Railroad ROW currently paved? If so, how many miles of it is paved? Is any portion scheduled to be paved within the next three years? If so, how many miles of it is scheduled to be paved within the next three years?
- e. Is any portion of the Wakefield Railroad ROW used informally at present for any of the uses contemplated for the completed Tri-Communities Greenway? If so, to what degree?
- f. Describe in reasonable detail any legal issues, technical issues, construction difficulties, and any other problems of any nature – other than any problems or issues raised in response to the questions above – that the Companies believe might prevent, hinder, or delay the construction of the Project using the Wakefield Railroad ROW.

EFSB-RS-11 Please refer to JP-1 at 5-24 and to Figure 5-2d. The Fallon Road Variation is discussed at that page and it is depicted in said figure. On page 5-24, the Companies state that: “The current traffic congestion at the I-93 exit ramps and near-term plans to convert industrial lands south of Fallon Road to major residential developments were considered significant enough to detractors from this route variation not to advance analysis of its use further.”

- a. Explain how the traffic congestion at the I-93 exit ramps would affect the construction of Project using the Fallon Road alternative. How close are the ramps in question to the likely construction site? Would it be possible to limit the hours of construction so that the traffic congestion in question would not prohibit the use of the Fallon Road alternative? How could this be done?
- b. How would the conversion of the industrial lands south of Fallon Road to major residential developments affect the construction of Project using the Fallon Road alternative? What is the time frame for such development? Are there any means by which the construction of the Project using the Fallon Road alternative could proceed despite said development?
- c. List and describe in reasonable detail all easements and other property rights that the Companies would need to acquire in order to construct the Project using the Fallon Road Variation.
- d. Identify the persons or entities from whom said rights must be acquired. In identifying said persons and entities, please list their full legal names, addresses, telephone numbers, and appropriate contact person or persons.

- e. List and describe in reasonable detail all permits and other permissions (including but not limited to permissions of any kind to be obtained from municipalities and state and federal agencies) that the Companies would need to acquire in order to construct the Project using the Fallon Road Variation.
- f. Describe in reasonable detail any legal issues, technical issues, construction difficulties, and any other problems of any nature – other than any problems or issues raised in response to the questions above – that the Companies believe might prevent, hinder, or delay the construction of the Project using the Fallon Road Variation.

EFSB-RS-12 Please refer to JP-1 at 5-26 through 5-57 and Figure 5-2d. Perform an analysis of candidate routes, as currently done in section 5.5, for two other routes that are not presently included: the Spring Street Wakefield Variation (section 5.4.5.5) and the NEP ROW variation (section 5.4.5.7).

EFSB-RS-13 Please refer to the transcript of the public comment hearing held on November 18, 2015, at pages 19 through 24.

- a. The speakers whose remarks are transcribed on these pages voiced concerns that construction of the Project on the Preferred Route would cause economic harm to the Town of Stoneham, and its residents and businesses. Do the Companies believe that these concerns are potentially valid? If so, please describe a potential methodology by which such concerns could be identified, considered, and weighed (among the other route selection criteria already used) by the Companies
- b. Are there economic benefits that should also be included among the criteria considered and weighed for route selection?

Stoneham Bikeway/Greenway Committee

January 14, 2016

Thomas Boussey, Chair, Board of Selectman
David Ragucci, Town Administrator
Town of Stoneham
35 Central Street
Stoneham, MA 02180

Dear Tom and Dave,

At the January 11 meeting of the Bikeway/Greenway Committee, we discussed the possibility of connecting the Tri-Community Greenway to the Wakefield/Lynnfield Rails to Trails Project, which is nearing its 25% design stage.

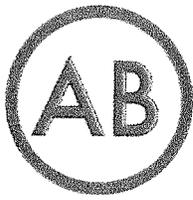
As there is no off-road parkland that fully connects the two projects, the best way to accomplish this seems to be for Stoneham and Wakefield to request that an on-road connection be required as part of the Woburn to Wakefield Transmission line project. The current path of the transmission line runs from the Tri-Community Greenway at Elm Street to Albion Street and Broadway in Wakefield, where it connects the start of the Wakefield trail. It is our understanding that Wakefield is talking to Eversource about building parts of their trail. Connecting the two would be as simple as correct striping and signage for a dedicated bike lane when the roads are repaired.

The connection between Wakefield and Stoneham is a vital missing piece in the increasing network of greenbelt trails surrounding Boston, which the MAPC has been pursuing. With the connection, bikers and walkers could connect from Peabody to Medford on a safe, finished trail.

The Stoneham Bikeway/Greenway Committee voted unanimously to recommend that the Town of Stoneham, as part of Eversource project mitigation, request that Eversource/National Grid undertake a Complete Streets treatment of Elm Street in Stoneham, and Albion Street and Broadway in Wakefield to the end of the Wakefield/Lynnfield Rail Trail and construct adequate sidewalk and a bike lane, with preference for a dedicated bike lane over a shared road one, to connect the two rail projects.

Sincerely,

Anthony Wilson
Chairman, Stoneham Bikeway/Greenway Committee



The MBTA Advisory Board

January 6, 2016

Dear MBTA Advisory Board Members:

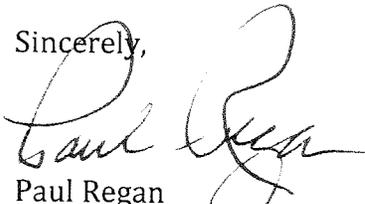
Happy New Year. I hope you can attend the first meeting in 2016 of the MBTA Advisory Board. There are a great many changes taking place in public transit and more to come. We want to make sure that the concerns of the Cities and Towns served by the MBTA are heard as the Secretary of Transportation, the Board of Directors and the new Fiscal and Management Control Board (FMCB) begin their work in the new year. Our meeting will be:

MBTA Advisory Board Meeting
Monday, January 11, 2016 at 9:30 am
State Transportation Building, 2nd Floor
Conference Room 1
10 Park Plaza
Boston, MA 02116

A great deal is happening. The Fiscal Management and Control Board (FMCB) was created by the Legislature and tasked with getting the MBTA on a sound fiscal and operational footing. They began their meetings in July and meet weekly. They have tackled issues very familiar to MBTA Advisory Board members, issues like service reliability, communication with the public, capital spending and fares. Because they are a new entity, many of the schedules for annual events have been extended. For instance, the 5 year Capital Plan (CIP) is usually out to public comment in November and to the Advisory Board for our review in December. But to date, the CIP has not been formally release for comment. The draft MBTA Assessments are usually available in Mid-December, but we are still awaiting their release. Finally, the many changes at the MBTA, including the retirement of lone-time Chief Financial Officer Jonathan Davis have left the Advisory Board wondering how this year's budget process will proceed.

The Advisory Board staff covers every meeting we can and keeps up with every important development. This meeting is a chance to bring you up to speed and answer what questions you have. Links to the pertinent MBTA documents were included in the Agenda emailed to you and will be available in hardcopy at the meeting. This is an opportunity to outline the next six months of public transit and for you to provide your staff with direction regarding issues important to your community. I hope to see you at this important meeting.

Sincerely,

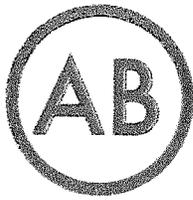


Paul Regan
Executive Director

177 TREMONT STREET, 4TH FLOOR BOSTON MASSACHUSETTS 02111

PH 617 426 6054 FAX 617 451 2054

www.MBTAADVISORYBOARD.org p.regan@mbtaadvisoryboard.org

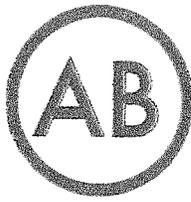


The MBTA Advisory Board

**MBTA Advisory Board Meeting
Monday, January 11, 2016 at 9:30 am
State Transportation Building, 2nd Floor
Conference Room 1
10 Park Plaza
Boston, MA 02116**

AGENDA

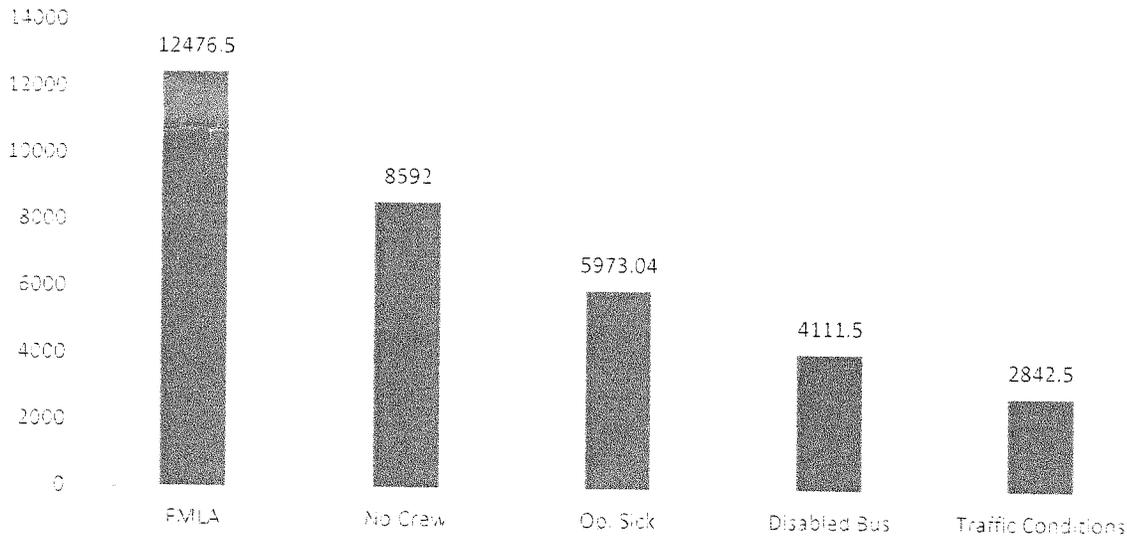
1. Call to Order
2. Executive Director's Report
3. Guest Speaker
4. Fiscal and Management Control Board's 1st Annual Report
5. Proposal to Increase Fares
6. Winter Readiness Plan
7. 2015 Dropped Trips Year-end Report
8. Other Business
9. Adjourn



The MBTA Advisory Board

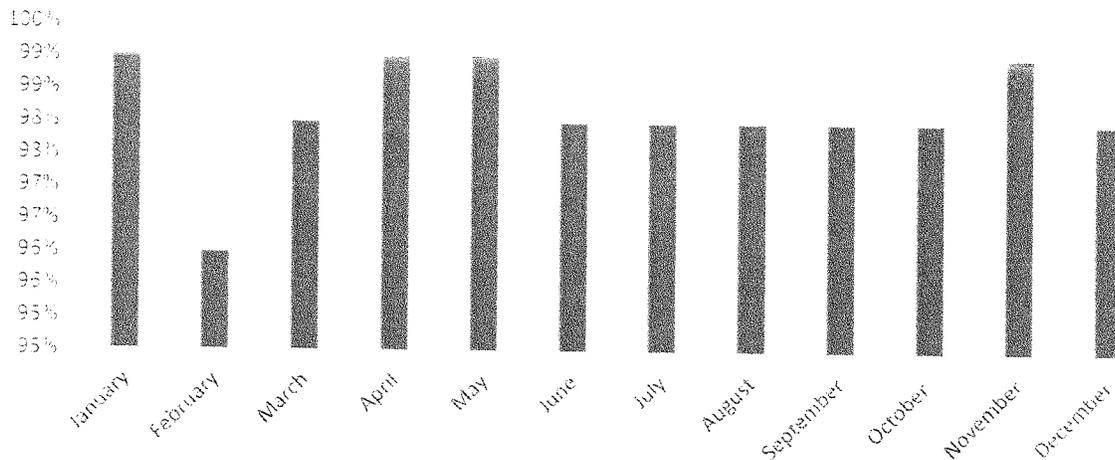
Service reliability was a major topic of discussion during 2015. This year experienced 41,801 total lost trips on bus, subway and trolley. Of these dropped trips, 12,476.5 (30%) are attributed to FMLA (Family Medical Leave Act). 21% are attributed to “No Crew”, and 14% are attributed to “Operator Sick”. Combined, 65% of lost trips recorded in 2015 are attributed to operator availability. Another 28% were dropped due to vehicle and/or infrastructure issues, and roughly 7% lost due to traffic conditions.

2015 dropped trips leading causes



In 2015, a total 2,699,940.5 bus and rapid transit (blue, green, orange, red, and silver line) trips were scheduled. Of these, 2,640,436 (98%) were ran. Green line lost trips were not recorded in November or December service reports. Monthly, 2015 saw between 96% and 99% of scheduled service operated.

% trips run by month



16th Annual
Stoneham MLK Celebration

Monday, January 18, 2016

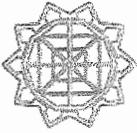
10:00 a.m. – noon

Boys & Girls Club of Stoneham, 15 Dale Ct.

*Join local musicians, dancers, artists, and speakers
to celebrate the legacy of Dr. Martin Luther King, Jr.*



FREE REFRESHMENTS
Including Pizza and Hot dishes!!!



**MASSACHUSETTS
MUNICIPAL
ASSOCIATION**

ONE WINTHROP SQUARE, BOSTON, MA 02110
617-426-7272 • 800-882-1498 • fax 617-695-1314 • www.mma.org

December 28, 2015

Dear Municipal Executive,

The Massachusetts Municipal Association's Annual Business Meeting will take place during the MMA Annual Meeting and Trade Show. This year, the Business Meeting is scheduled from 10:15 to 11:50 a.m., on Saturday, January 23, 2016, in Ballroom A at the Hynes Convention Center in Boston.

This letter outlines the voting procedures at the Annual Business Meeting. Each MMA member city or town is entitled to **ONE** vote. In order to vote at the meeting, a local official must be:

- The Mayor in a member city or town, or the City Manager in a Council-Manager city;
- The Chair of the Board of Selectmen or the Chair of the Town Council in a member town;

If an official from one of these categories cannot attend the January 23rd business meeting, a councillor, selectman, or manager from that same MMA member city or town can vote in the person's place - but only with written authorization from the Mayor, City Manager, or Chair of the Board of Selectmen.

These voting requirements are clearly stated in the MMA bylaws as follows:

"The following individuals are hereby designated as voting delegates and shall vote on behalf of members eligible to vote at any meeting of the members: (i) in the case of a city (A) its chief executive or (B) a councillor [or mayor or councillor in a city with a council-manager form of government] designated in writing by such chief executive officer; (ii) in the case of a town, (A) the chairman of the Board of Selectmen, the chairman of the Town Council, or (B) another selectman or councillor designated in writing by such chairman, or (C) the manager designated in writing by such chairman."

Eligible voters must pick up a single vote card in order to cast votes at the MMA Annual Business Meeting. If you will be voting on behalf of your community (and you send in the enclosed form) a voting card will be in the packet that you will receive when you arrive at the meeting. If for some reason there is no voting card in your packet at the meeting, please visit the credentials table before the Annual Business Meeting begins on Saturday morning, January 23. Only one voting card will be issued per member community.

Those officials who cannot attend the Annual Business Meeting, and who designate someone else to take their place, must send in written authorization beforehand to the MMA, c/o Victoria Sclafani, One Winthrop Square, Boston, MA 02110. We must receive these designation forms by Friday, January 15, 2016 at the latest. Please remember to include your signature when filling out the enclosed form.

Thank you very much -- we look forward to seeing you in January at Annual Meeting!

Sincerely,

A handwritten signature in black ink, appearing to read "G. Beckwith".

Geoffrey C. Beckwith
Executive Director

Enclosure

**Massachusetts Municipal Association
Annual Business Meeting
Saturday, January 23, 2016**

Credential Vote Form

Note: Please fill out if you, as the eligible voting member, **cannot** attend the MMA Annual Business Meeting and wish to designate another person from your community to vote in your place.

_____ I cannot attend the MMA Annual Business Meeting on
Saturday, January 23, 2016.

Name _____

Signature _____

Municipality _____

I authorize the following person (must be a mayor, selectman, councillor or city/town manager or administrator) to vote in my place:

Name _____

Title _____

Please Return this Form by January 15, 2016 via mail, fax or email to:

**Victoria Sclafani
MMA
One Winthrop Square
Boston, MA 02110
Fax: 617-695-1314
Email: vsclafani@mma.org**

Ⓒ TALLAGE

January 6, 2016

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

Re: MMA Annual Meeting

Dear Members of the Board of Selectmen:

The 2016 MMA Annual Meeting is just a couple of weeks away on January 22nd and January 23rd. Tallage will once again have a booth at the Trade Show and we are looking forward to meeting with municipal officials from across the Commonwealth to discuss how cities and towns can eliminate or at least reduce their property tax receivables at no cost.

It has been a busy time with regards to tax title sales. The following communities have had tax title sales recently and brought in millions of dollars of revenues from delinquent property taxes under MGL. Ch 60 Section 52.

Braintree, Brockton, Dartmouth, Easton, Fitchburg, Holyoke, Hopedale, Lowell, Mendon, Millis, Orange, Paxton, Pittsfield, Quincy, Sharon, Somerset, Spencer, Sterling, Sutton, Swansea, Templeton, Uxbridge, Ware, Warren, Westfield, Westport, West Springfield, Weymouth, Worcester & Yarmouth.

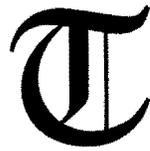
You may not know that municipalities can assign tax titles even if they have already been filed by your attorneys in Land Court. Under G.L. c. 60, §52, municipalities can sell their tax liens at any time before the right of redemption is foreclosed. The assignee (purchaser) steps into the shoes of the municipality, and assumes all of the municipality's rights and obligations under the law. The enclosed brochure explains how these auctions work, and how they can be an effective tax collection tool for cities and towns, eliminating the need to chase down delinquent taxpayers and initiate costly litigation.

Please stop by **Booth #1128** at the Trade Show and say hello, or if you'd like to schedule a meeting, please contact me at Bill.Cowin@TallageLLC.com or 617-543-7214.

Yours truly,

William P. Cowin
Managing Member
Tallage

Ⓒ TALLAGE · 165 Tremont Street, Suite 305, Boston, MA 02111



TALLAGE

A Massachusetts Municipal Tax Lien
Investment Company

SETTING UP A TAX TITLE ASSIGNMENT SALE AUCTION M.G.L. c. 60, §52

<i>Date</i>	<i>Action Item</i>
One Month Prior to Auction	<ul style="list-style-type: none"> ✓ Develop list of tax titles the municipality wants to sell; ✓ Calculate tax title account balances through the date of the auction; ✓ Develop protocols, rules and forms for auction (see reverse side)
14 Days Before Auction*	<ul style="list-style-type: none"> ✓ Advertise auction in newspaper of general circulation once, listing all tax liens for sale; ✓ Post notice in at least two public places.
10 Days Before Auction*	<ul style="list-style-type: none"> ✓ Send pre-auction notification to all owners of affected properties
1 Day Before Auction	<ul style="list-style-type: none"> ✓ Generate revised list of tax liens for sale after pre-auction payoffs
After Auction	<ul style="list-style-type: none"> ✓ Collect deposit(s) from winning bidder(s); ✓ Prepare Assignment forms for winning bidder(s); ✓ Exchange Assignment forms for full payments.

*Statutory Minimum Requirement

Statutory Rules and Restrictions

- Tax liens may be sold individually or in bundles. The minimum bid must be the redemption payoff amount as of the auction date including all fees (legal, publication, recording, etc.).
- Property owners and parties-in-interest may still redeem after an assignment, up and until a foreclosure judgment has entered. Owners may redeem by paying the municipal treasurer up and until a foreclosure complaint has been filed in Land Court; after that, all redemptions must be processed through the assignee (winning bidder).
- The redemption price is the same as if the municipality still held the lien; assignees may not allocate any premiums paid at auction to the redemption amount.
- Assignees assume the same rights and obligations of the municipality in the administration of tax titles under Mass. General Laws Chapter 60.
- Assignees may "sell back" any defective tax title liens to the municipality with interest.

Assignment Auction Practice Tips

- Develop auction list well in advance of the auction and give prospective purchasers an opportunity to review the list and provide comment before finalizing the list for public notice. Municipal tax title inventories often have liens that are invalid due to assessment errors, or mistakes made in the tax taking. Many errors are capable of being fixed before the auction. Those liens that cannot be fixed should be taken off the list. A pre-auction comment period also

allows the municipality to "test the waters" to see whether the liens on the list are likely to attract buyers.

- Mail the required pre-auction notice to property owners at least a few weeks in advance of the auction to allow owners time to assemble funds for payoffs. On average between 30 – 40% of the liens on your auction list will be redeemed between the mailing of the notices and the auction.
- Require each bidder to sign a statement that he/she has read your Auction Rules and agrees to comply with them.

Recommended Auction Rules and Regulations

The liens being offered in an Assignment of Tax Title Auction have NOT been foreclosed by the City/Town of _____.

The City/Town of _____ reserves the right to reject any and all bids.

~~The minimum bid is the amount due for redemption on this date. Any price paid in excess of the minimum bid ("premium") may not be reimbursable by the assignee from a party redeeming the property. See, DOR IGR 05-208, p. 5.~~

The purchaser must pay a 10% deposit at the time of the auction. The deposit shall be made in the form of cash or a check made payable to the "City/Town of _____."

After full payment is received, the Treasurer will issue an Instrument of Assignment and Purchaser's Statement for each lien assigned. Full payment must be received within 14 days of the date of the auction. If full payment is not received within such time, the lien will be offered to the next highest bidder, and the City/Town reserves the right to keep the deposit from the initial bidder.

Any error, misstatement or omission in the description of the property shall not annul the assignment or be grounds for any abatement or compensation.

The Purchaser must pay for all recording fees. The Instrument of Assignment and the name of the person or agent authorized to release the lien (purchaser's statement) must be recorded at the _____ County Registry of Deeds.

The Purchaser must keep future taxes current until he/she forecloses the lien with the Massachusetts Land Court or until the assigned tax title has been redeemed. Failure to keep taxes current shall render the purchaser ineligible to participate in future tax lien assignment auctions.

All bidders, if not a natural person, must be qualified to do business in the Commonwealth of Massachusetts, and provide documentation to that effect.

[For Bundles] All of the liens to be sold in this auction will be bundled and sold as one unit to the highest bidder. The minimum bid for this unit shall be announced the day of the sale. In the event that there are multiple parties bidding the same price, the person recognized first by the Treasurer will be selected as high bidder in accordance with standard auction procedures. The minimum incremental bid will be \$1,000.00.

To be eligible to participate in the auction, bidders must pre-register by 3PM on TBD, 2016 (three days before the scheduled auction).

January 14, 2016

Mr. David Ragucci
Town Administrator
Town of Stoneham
35 Central Street
Stoneham, MA 02180

Dear Dave:

Effective January 31, 2016, I will be resigning from my position on the Open Space and Recreation Committee.

It has been a pleasure to work with you, your staff, and to serve our community.

Thank you.

Sincerely,

Joanne St. Pierre
29 Newcomb Road
Stoneham, MA 02180

cc: Dennis Visconti, Chairman



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

John Scullin
Member

TO: Board of Selectmen
Town of Stoneham

FROM: Karen DeAngelis, Retirement Administrator
Stoneham Retirement Board

DATE: January 6, 2016

The following is the Stoneham Retirement Board's Expense Budget for the calendar year 2016 as certified by the Board at their meeting held on December 15, 2015.

STONEHAM RETIREMENT BOARD 2016 EXPENSE BUDGET

Salaries (includes Health/Life Ins/Medicare)	\$170,300.00*
Office & Administrative Expenses	\$ 7,350.00
Legal Fees	\$ 30,000.00
Fiduciary Insurance	\$ 4,650.00
Service Contracts	\$ 20,400.00
Custodial Fees	\$ 3,800.00
Investment Services	\$ 35,000.00
Actuarial Services	\$ 9,500.00
Education	\$ 3,000.00
Travel	\$ 4,000.00
Furniture/Equipment	\$ 1,000.00
Investment Manager's Fees	<u>\$402,000.00</u>
TOTAL BUDGET	\$691,000.00

* NOTE: Salaries cost includes salaries for two (2) full time employees – the Retirement Administrator to the Board and the Assistant Administrator; Stipends for the Town Accountant and the Town Treasurer/Custodian of Funds; Salary Adjustments; Employee Medicare Tax; and Health & Life Insurance for current and retired employees.

Stoneham Square Strategic Action Plan Ad Hoc Working Groups 2016 Meeting Dates

Join us! Every group welcomes newcomers. If you have questions, please contact Town of Stoneham Planning Department at (781) 507-2445 or Rachel Meredith-Warren, volunteer Community Organizer at (781) 832-0195 or rachel.meredith@gmail.com.

Stoneham Transportation Advisory Committee

Priorities include safety and public transit improvements.

Meets first Thursday of each month from 8am-9:30am at Stoneham Senior Center, 136 Elm Street, Stoneham, MA 02180.

Dates: 1/7, 2/4, 3/3, 4/7, 5/5, 6/2, no July meeting, 8/4, 9/1, 10/6, 11/3, 12/1.

Stoneham Square Merchant Group

A sub-group of the Stoneham Chamber of Commerce comprised of business owners and leaders from Stoneham Square in order to give them a forum to discuss location-specific needs and advocate on their behalf.

Meeting on Tuesday, 1/19, 8:30am at the Chamber of Commerce, 335 Main Street, Suite 202, Stoneham, MA 02180.

Stoneham Square Neighborhood Group

A booster group for building community. Priorities are a community calendar, special events, and serving as a place for proponent(s) of any project or initiative in Stoneham to meet informally with residents.

All meetings fall on a Wednesday and run from 7pm to 8:30pm. Locations TBD.

Dates: 2/24, 3/23, 4/27, 5/25, 6/22, 7/27, 8/24, 9/28, 10/26, 11/16, 12/14. [HTML](#), [ICAL](#).

Stoneham Square Action Plan Advisory Committee

A recurring coordination meeting of all the other groups.

In 2016, we generally meet on the third Thursday of the month from 11:30am to 1pm. Location for all meetings is Stoneham Theatre, Atelier Gallery, 395 Main St., Stoneham, 02180.

Dates: 1/21, 2/11 (2nd week due to school vacation), 3/17 (this is St. Patrick's Day), 4/14 (2nd week due to school vacation), 5/19, 6/16, no July or August meeting, 9/15, 10/20, 11/17, 12/15.

Stoneham Square Action Plan Recommendations				
	Year 1	Year 2	Year 3	Year 4/5
Planning Dept	Parking management study & plan Façade improvement program ✓	Revise signage standards ✓ Revise ordinance for outdoor dining & seating, a-frames Identify priority redevelopment sites	Streamline & publicize the development process Adopt design guidelines Adopt complete street plan	Zoning review • Revise zoning; mixed use & multifamily • Consider inclusionary zoning
Merchant (SSMG) Sub Group of Chamber	Establish Merchant Group ✓ Create “How to Do Business” guide ✓	Connect current owners with space, funding, training. Wayfinding plan	Recruit: • Businesses, Anchors, Restaurants • Work with current owners ✓	Work with prop owners to encourage development
SSAPAC	Technology Plan & Mgmt ✓ • Stoneham Sq website ✓ • Post market analysis to site ✓ • Available space database	<i>Coordinate subgroups; facilitate collaboration opportunities.</i> ✓		
Transportation Sub Group of SSAPAC	Form group ✓ Report on existing conditions, safety. ✓	Make recommendations for a Transportation Plan ✓ • 132 Bus, 325 Bus or Local Shuttle, safety improvements ✓		
Brand & Marketing Sub Group of SSAPAC	Start branding efforts with focus groups	Identify consultants and funding ✓	Create marketing plan	Cross promote Square with other cultural attractions
Neighborhood (SSNG) Sub Group of SSAPAC	Establish Neighborhood Group ✓ Wireless in square Coordinate town center programming ✓	Ice rink ✓ Stoneham Theatre ✓ Greenway funded & built	Create bike plan Seek funding to update historic walking tour	Identify bike rack placement & install <i>Work with beautification group</i>
Town	Snow removal	Physical upkeep • Repair & improve sidewalks		Connect people to affordable housing and biz training

Come join us! Be part of the Strategic Action Plan. Contact Town of Stoneham, Town Planner, Erin Wortman at (781) 507-2445 or volunteer Community Organizer, Rachel Meredith-Warren at (781) 832-0195 or rachel.meredith@gmail.com.

Items in italics are additions to original set of recommendations. Last updated January 2016.



Completed or in progress



In development

Sinclair, Erin

From: Wortman, Erin
Sent: Wednesday, January 06, 2016 3:54 PM
To: Sinclair, Erin
Subject: FW: Town Planner Monthly Update - December 2015

Erin Wortman
Town Planner

Town of Stoneham
35 Central Street
Stoneham, MA 02180
<http://www.stoneham-ma.gov/>
Phone: 781.507.2445

From: Wortman, Erin
Sent: Monday, January 04, 2016 3:16 PM
To: Ragucci, David
Subject: Town Planner Monthly Update - December 2015

Hi Dave

As requested, see below:

Town Planner Department December 2015 Update

Town Planner Department progress for December 2015 includes but is not limited to:

- Massachusetts Downtown Initiative (MDI) Grant Program – Held call with MDI coordinator Emmy to discuss opportunities for Stoneham in this grant cycle. Submitted grant application to Department of Housing and Community Development for a Complete Streets Strategy Study for its Downtown including streetscape and roadway improvements in order to improve safety, walkability, and local business vitality.
- Compact Community Signing – Attended the Compact Community signing in Melrose on December 15, 2015 along with representatives from Stoneham, Melrose, Wakefield and North Reading.
- Downtown Façade Program – Met with property and business owners on updating local businesses' façades; Continued to process paperwork and reimbursements as petitioners complete applications.
- Stoneham Transportation Advisory Committee Meeting – December 3, 2015
- Stoneham Square Action Plan Committee Meeting – December 4, 2015
- Town Common Rink – Assisted with account management and invoice payments for costs associated with the Town Common Ice Rink

- North Suburban Planning Council (NSPC) Meeting in North Reading, MA– December 9, 2015
- Metropolitan Area Planning Council (MAPC) Executive Meeting in Boston, MA – December 16, 2015
- Food Truck Festival Meeting – December 7, 2015
- December 17, 2015 Board of Selectmen Meeting – Attended public hearing on bar seating Board of Selectmen policy language
- MAPC 2016 District Local and Technical Assistance (DLTA) Application – Submitted grant application for Town’s Open Space and Recreation Plan update
- Support for NSPC 2016 DLTA Application – Submitted supporting documents for regional DLTA application for a Suburban Mobility Study
- Department Head Site Plan Review Meetings
- FY 2017 Budget Requests and Brief submitted
- All other department-related tasks as assigned or required throughout the month

Erin Wortman
Town Planner

Town of Stoneham
35 Central Street
Stoneham, MA 02180
<http://www.stoneham-ma.gov/>
Phone: 781.507.2445