



Minutes for March 19, 2013

OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's Meeting Minutes

Tuesday, March 19, 2013

Room 201, Town Hall

Time: 7:00 pm

Present: Chairman Dawn Capello, Selectman Brendon Chetwynd, Selectman David Gavin, Selectman Mick Hurrey, Town Administrator, Michael Sullivan and Becky Mosca. Absent, Selectman James Buscemi.

Pledge of Allegiance

Public Comments:

Vic Tomyl requested his comments from March 12, 2013 be added to the minutes.

Motion made by Selectman Chetwynd to approve the minute as amended for the March 12, 2013 meeting. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

List of Correspondences

- a) Letter from Town Accountant regarding software
- b) Letter from Treasurer/Collector Software Upgrade
- c) Letter from Legal Counsel, D'Ambrosio Brown, Software
- d) List of TIPS training participants from Jan 29th session here at TH
- e) Notice for Upcoming Pub Craw, 300/100 raffle RMO
- f) Letter of information for the TASC, B. Cranshaw
- g) Posting for BOS meeting 3/25/13

Minutes for March 19, 2013

- h) Letter, notice to withdraw applicant for the change of manager, Halfway Café
- i) Posting Version of Articles for the 5/20/13 ATM
- j) STM article to cover Snow & Ice Deficit
- k) MBC, letter dated 3/14/13
- l) Letter from Weston & Sampson regarding Town Employee
- m) Mass State Lottery Commission, Merai Liquors applied for Keno to Go
- n) Letter to China Ruby from MPD, inspection/compliance
- o) Letter to Maynard Rod & Gun Club from MPD, inspection/compliance
- p) Letter to Pleasant Café from MPD, inspection/compliance
- q) Letter to Maynard Lodge of Elks from MPD, inspection/compliance
- r) Letter to Blue Coyote Grille from MPD, inspection/compliance
- s) Letter to Bud's Variety from MPD, inspection/compliance
- t) Letter to Peyton's River Edge from MPD, inspection/compliance
- u) Letter to Morey's Tavern from MPD, inspection/compliance
- v) Letter to Russell's Convenience Store from MPD, inspection/compliance
- w) Letter to Savoring Indian Cuisine from MPD, inspection/compliance

Motion made by Selectman Chetwynd to approve the list of correspondences as shown. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

**Public Hearing 7:15 pm Manager Change; Halfway Café
Tabled**

Public Hearing 7:30 pm Liquor License Transfer, to El Huipil Restaurant

LEGAL NOTICE

Minutes for March 19, 2013

Notice is hereby given in accordance with Mass. General Laws Chapter 138 as amended that a Public Hearing originally scheduled to be held on Tuesday, March 5, 2013 at 7:30 pm in the Michael J. Gianotis Meeting Room (No 201) of the Maynard Town Building on application for transfer of location of a wine and malt as a common victualer license of Neighborhood Brick Oven Pizza from 76 Main St. Maynard, MA. 01754 to El Huipil Restaurant, Inc. at 51R Main St. Maynard, MA. Has been cancelled and rescheduled to be held on Tuesday, March 19, 2013 at 7:30 pm in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building. A copy of plan is on file in the Municipal Services/Licensing Division Office.

Maynard Board of Selectmen

Motion made by Selectman Chetwynd to approve the transfer of Wine & Malt License from Neighborhood Brick Oven to El Huipil Restaurant. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

Appointment Interview, with Alternate Planning Board, Gregory Tuzzolo

Motion made by Selectman Chetwynd to appoint Gregory Tuzzolo as the Alternate Planning Board member with a term expiring on June 30, 2016. Second by Selectman Hurrey. Vote 4-0. Motion approved.

Software Presentation, Softright

Kevin Adolph, Chief Executive Officer gave presentation.

Motion made by Selectman Chetwynd to proceed with the Software agreement. Second by Selectman Gavin. Vote 4-0. Motion approved.

Budget, Revenue and Free Cash

TA, Mike Sullivan had hand out.

- Capital Stabilization; \$600,000.00
- OPEB Trust; \$50,000.00
- Sidewalk/Road Repair; \$500,000.00
- Capital Planning FY13 General Fund Priorities as follows;
- DPW, Bombardier Sidewalk Plow; \$130,000.00 (BOS had Comments)
- DPW, Dump Truck/Plow/Sander; \$175,000.00 (BOS had Comments)
- DPW, Radio System; \$14,000.00 (Comments new plan)
- Police Vehicle; \$40,000.00
- School, Fowler and Green Meadow Roof; \$850,000.00
- School, Security System; \$200,000.00

Other spends use free cash for the Finance Reserve \$350,000.00

TA, Mike Sullivan presented Board with a plan, will finalize at the next meeting.
BOS agreed to finalize at a future meeting.

List of ATM draft control items

Contract for DPW Operations Manager, and Appointments

All Board members had correction requests on the new contract from Legal for the Operations Manager.
Goals from TA

Town Administrator Search Committee

Discussion from Board about names submitted to work on the TASC.

Motion made by Selectman Chetwynd to appoint Chief Stowers, Cheryl Kane, Lou Ann Cutaia, Eve Schluter, Claire Neumann, Robert Gerardi, Jack MacKeen, MaryEllen McCarthy and Jennifer Gaudet to the Town Administrator Search Committee. Second by Selectman Hurrey. Vote 4-0. Motion approved.

Town Administrator Job Description

BOS authorized Selectman Chetwynd to gather and create a draft job description for review at next meeting.

Town Administrator's Report

TA

Old/New Business

Selectman Hurrey

- Snow & Ice over budget, pay down
- Maynard Rod & Gun, check past warning from 2012
- Gift grant from Kaboom for equipment at Reo Playground
- Ground Breaking event schedule
- Resignation, date April 19th, 2013

Selectman Gavin

- Updated the Board on the status of the School Building project.

Selectman Chetwynd

Chair, Dawn Capello

- Keno To Go for Merai on the next Agenda ~ Comments, Board requested TA to send the same letter as before to the State. Ok'ed
- Community Center is ready to do a final report and will present to the BOS

Minutes for March 19, 2013

- Cancel the next BOS meeting on 3/25/13
- Request from Joe Mullin for NexDine

Executive Session ~ Personnel

Motion to convene an executive session was made by Selectman Chetwynd and duly seconded by Selectman Hurrey. Vote 4-0. **Motion approved.**

Roll Call	Yea	Nay	Abstain	Absent
Selectman David Gavin	X			
Selectman James Buscemi				X
Selectman Dawn Capello	X			
Selectman Mick Hurrey	X			
Selectman Brendon Chetwynd	X			

Board will not reconvene into open session.

Motion made by Selectman Chetwynd to adjourn. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

Time: _____ pm

Approved: _____

Date:

Selectman, Chetwynd, Clerk

Initials: BJM