



MINUTES 8/6/13

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, August 6, 2013

Room 201, Town Hall

Time: 7:00 pm

Present: Selectman Brendon Chetwynd, Selectman David Gavin, Selectman James Buscemi, Selectman William Cranshaw, Selectman Dawn Capello, Town Administrator, Kevin Sweet and Becky Mosca

(This public meeting was recorded and videotaped).

Pledge of Allegiance

Public Comments: Judy Stokey resident at 231 Main Street. Concern about the new development at 213 Main Street, thinking project is too large for space. (4 condominium's with 8 parking spots). Also, concerned about the way committees approve projects for new developments. TA, Sweet will ask new Planner, Eric Smith to review process.

Acceptance of Minutes for July 2, 2013 , July 16, 2013, July 22, July 24, 2013 and July 25, 2013.

BOS, Tabled minutes for July 2, 2013

BOS, Tabled minutes for July 16, 2013

BOS, Chairman Chetwynd requests that we have council come up with a policy and set of guidelines for minutes. After much discussion over the minutes, the Board then asked to have the AG checklist sent out to all board chair/clerks (Public Body Checklist for Creating and Approving Meeting Minutes) Issued by the Attorney General's Division of Open Government – March 12, 2013. www.mass.gov/ago/openmeeting.

Motion made by Selectman Cranshaw to approve the minutes for July 22, 2013 meeting. Second by Selectman Gavin. Vote 5-0. **Motion** approved.

Motion made by Selectman Gavin to approve the minutes for July 24, 2013 meeting. Second by Selectman Cranshaw. Vote 5-0. **Motion** approved.

MINUTES 8/6/13

Motion made by Selectman Gavin to approve the minutes for July 25, 2013 meeting. Second by Selectman Buscemi. Vote 5-0. **Motion** approved.

List of Correspondences:

- a) Police Department July 2013 Monthly Report
- b) Fire Department July 2013 Monthly Report
- c) Town Clerk July 2013 Monthly Report
- d) Maynard Recreation Meeting Agenda July 17, 2013 & Minutes, Jan, Mar, April, May,
June
- e) Legal Notice, Planning Board, 9/10/13, Fowler Street
- f) Maynard Golf Course July 2013 Report and Revenue Reports June 2012/2013
- g) Notice for Cultural Council Meeting, July 18, 2013
- h) Library Monthly Report July 2013
- i) Municipal Services Monthly Report June 2013
- j) Legal Notice of Planning Board Meeting July 23, 2013
- k) Legal Notice of ZBA Hearing, August 19, 2013
- l) Notice of Finance Committee Meeting, July 22, 2013
- m) Notice of Retirement Board Meeting July 25, 2013
- n) Tira Colakovic (Cultural Council) resignation letter
- o) Notice of denial from the Office of Municipal Service re: Peyton's' request
- p) On-Call Log of Activity by date for Wayne Amico, June 2013
- q) FY' 2014 Cherry Sheet
- r) China Ruby Restaurant Incident Report
- s) Town of Maynard Board/Committee/Council Openings
- t) MMA Info re: Chapter 90 Funding Release and Withholding
- u) PERAC Annual Report 2012 - Maynard

Motion made by Selectman Gavin to approve the list of correspondences as shown. Second by Selectman Cranshaw. Vote 5-0. **Motion** approved.

Consent Agenda

Received request from Kelly Nadeau on July 24, 2013 on behalf of the residents of First through Fifth Street to hold the 2nd Annual block party on 8/10/13 from 3:00 to 7:00 pm Note: DPW will drop off saw horses on Friday morning and pick up on Monday morning.

- a) 2nd Annual Block Party Permit, Kelly Nadeau

Motion made by Selectman Gavin to approve the consent agenda as shown above. Second by Selectman Buscemi. Vote 4-0. Selectman Capello recuse for this motion. **Motion approved.**

7:15 Public Hearing re: water abatement for resident from Maynard

Susan Gerroir resident requested a hearing with the BOS to appeal her denial from the Utility Billing dated July 10, 2013 for billing due on August 1, 2013. After Board heard her appeal, the Board did approve sewer abatement.

Motion made by Selectman Cranshaw to approve an abatement of the amount in excess of \$458.64 on account # 5100009500, bill # 0000961 with due date of 8/1/2013. Second by Selectman Buscemi. Vote 5 - 0. Motion approved.

TA, Sweet gave the Board a briefing for the Mutual Aid.

Middlesex County Chiefs of Police Association Interagency Mutual AID Agreement Chief Dubois received letter from Middlesex County, President of Middlesex Chiefs, Steve Shaw. Request would empower on duty police officers in one jurisdiction to legally enforce the laws of the Commonwealth and respond to public safety emergencies in all other participating jurisdictions under a defined set of guidelines.

Motion made by Selectman Gavin to approve the Middlesex County Chiefs of Police Association Interagency Mutual AID Agreement with the Town of Maynard. Second by Selectman Chetwynd. Vote 5-0. **Motion** approved.

Update 129 Parker Street Property, and Stakeholders.

On August 1, 2013 in room 201, at 6:00 pm, Planner, Eric Smith and Angus Jennings listed concerns and planning process, for a new round of work with 129 Parker Street for end of August early September.

Special Town Meeting Discussion;

TA, Sweet, we sent out requests to all Departments, to date we have not received any articles back from departments. We might have a couple of the by-laws that need to be updated and the medical marijuana center article needs to be completed that is it for articles.

BY- Law changes, BOS is requesting we hold a public hearing on the by-Law changes.

Set Date: *No date set request TA Sweet to, check if all calendars are clear for Special Town Meeting on Monday, October 21, 28 and November 4 if available.*

**2013 – 2014 Maynard Board of Selectmen Goals & Initiatives / off site Visioning Meeting
BOS agreed to meet on September 10, 2013**

BOS Committee Liaison Assignments

Selectman Chetwynd – *Charter/Bylaw, Cons Com, ZBA*

Selectman Cranshaw – *Capital Planning, Community Preservation Committee, Golf Club Reuse, Library Board of Trustees.*

Selectman Capello – *School Committee, COA, Green Community, Recreation.*

Selectman Buscemi – *ADA, Board of Health, Cultural Council, Historical Commission, Public Safety.*

Selectman Gavin – *FinCom, LEPC, Planning Board, School Building Committee*

Motion made by Selectman Chetwynd to approve the Board liaison assignments for the 2013 – 2014 year. Second by Selectman Buscemi. Vote 5-0. Motion approved.

Board and Committees that have opening for a BOS Liaison – Board of Assessors and Historical Commission.

Local Union 1116 Department Heads request for a one-year extension on their contract TA, Sweet received letter from the Union Steward, Michelle Sokolowski with this request on July 15, 2013. Request to amend the contract between the Town of Maynard and Local 1116 Union Maynard Department Heads. One-year extension, to duplicate all benefits applied to the final year in the current contract one year with a 1.5% increase as stated in said contract.

Motion made by Selectman Gavin to approve the one year contract for the Local 1116 Union Dept. Heads extension as stated in aid contract with the 1.5 % increase. Second by Selectman Capello. Vote 5-0. Motion approved.

TA Contract Discussion

TA, K .Sweet has new contract to review plus the plus TA's contract for Board to review.

Review major points and return to Board to review, Kevin & Brendon to work this and bring back to BOS 8/13. Board to see draft before the meeting on the 13th

Note: Selectman Buscemi left the meeting before 11:00 p.m.

Town Administrator's Report

**TA, K. Sweet
FY Budget, 2014**

- **Final Unrestricted General Government Aid – FY2014: \$1,360,226.00**
- **Chapter 90 Program – Adjusted allotment for FY2014: \$253,553.00**

Reo /Coolidge

- **Town Officials conducted a walkthrough of both parks on 7/23/13. We have issued a punch list of deficiencies that need to be corrected prior to the Town accepting the parks. We are still awaiting a response from BSC Group. In addition, the Town has engaged a Certified Playground Safety Inspector (CPSI) to make sure all issues are addressed prior to accepting the project with completed punch list and adding it to our liability insurance.**

Wastewater Treatment Facility:

- **Recently, the WWTP was assigned a new plant Manager by our contractor Weston & Sampson. Plant Manager, Mark Voto seems to be working out great with the staff and overall operations. We have staff shortage per DEP requirement.**

Economic Development Activities:

- **Eric Smith and I had a meeting with Rosemary Scivens, Regional Director for the Massachusetts Office of Business Development, as well as Kelly Arvidson and Ken Goode of MassDevelopment. Various opportunities and on some current activities downtown vacancies and redevelopment initiatives in the community.**

109 Powder Mill Road:

- **Eric Smith and I met with a representative from the property owner Great Point Investors, LLC and representatives from Mill Creek Residential the Developer of nearby Concord Mews Development. Desire to develop 200 units of rental housing with 50 units (25%) being rented as affordable.**

Assabet River Trail Bicycle-Pedestrian Network:

- **A regional effort is in place to get some of the “low-hanging fruit” completed in Marlboro, Stow, Hudson and Maynard. Recommendations can include bicycle lanes, shared lane markings, signage, pedestrian paths, etc.**

Cross Town Connect (Regional Transportation)

- **The first news is they have reached agreement with Clock Tower Place for them to provide space for CrossTown Connect Offices to work from.**
- **Second piece of news is as of August 1st they have gone live with dispatching software provided by Mobilita. TransAction Associates finds the programming very flexible and fully capable of serving all seven communities independently. The Town of Acton will be used as the startup van to get all the kinks out of the system.**

Chairman’s Report:

Charter Review Committee meeting in August.

Meeting with Fire Chief on issue and we have some miscellaneous

1st leadership meeting on Wednesday with TA. K. Sweet and School Committee member, Amy Gay and Dr. Gerardi.

Old/New Business

Selectman Chetwynd:

MINUTES 8/6/13

- Schedule meeting to complete the TA contract (8/13/13)
- Other meeting dates for BOS, Board is all set with those dates for schedule, ok to post with Town Clerk.
- Special Police Officers, we received appointment slips from Chief Dubois.

A motion was made by Selectman Chetwynd to approve the following Special Auxiliary Officers:

Alfred T. Whitney Jr., Tim O'Neil, James Loomer, John T. Connors, Bruce C. Noah, Douglas MacGlashing, Deborah Richardson, and Ralph Aulenback to the Maynard Police Department with a term ending August 1, 2015.

Second by Selectman Gavin. Vote 4-0. Motion approved.

Dealer license received application on August 2, 2013 for new business downtown at 41 Main Street, owner is Annie Smith.

A motion was made by Selectman Gavin to approve Junk Dealer's License for Past & Present Design Gallery & Antiques at 41 Main Street, owner is Annie Smith.

Second by Selectman Capello. Vote 4-0. Motion approved.

Town Administrator, K. Sweet to arrange tour of new MHS, August 13, 2013 at 5:00 pm

Selectman Cranshaw:

- Maybe this is for the offsite meeting; 5 large topics: water policy, CPC, zoning, economic development, building a plan for a senior center.

Selectman Capello: none

Selectman Gavin:

- We approved (2) events Maynard Fest and Octoberfest on (2) different dates. Yes, Board did and it was pointed out at that meeting on July 16, 2013
- Letter that Lisa Mead sent to the AG, who authorized Lisa to send that letter?

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

Time 11:30 pm

Approved: September 3, 2013

Date: 8/6/13

Selectman, David Gavin, Clerk

Initials: BJM