



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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**Selectmen's
Meeting Minutes
Tuesday, November 18, 2014
Room 201, Town Hall
Time: 7:00 pm**

Board of Selectmen

Present: Chair William Cranshaw, Selectman David Gavin, Selectman Jason Kreil, Selectman Chris DiSilva, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Admin. Assistant Becky Mosca.

(This public meeting was recorded).

Pledge of Allegiance

Public Comments –

Acceptance of Minutes of October 21st and November 5th 2014

A motion was made by Selectman Cranshaw to accept and approve the minutes of October 21, 2014. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman Cranshaw to accept and approve the minutes of November 5, 2014. Second by Selectman Kreil. Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for November 18, 2014).

- a) Fire Department monthly report, October 2014
- b) Police Department monthly report, October 2014
- c) Accountant monthly report, October 2014
- d) Council on Aging monthly report 2014
- e) Letter dated Nov. 2, 2014, Special employee, comments on Police Work
- f) Letter, DEP, dated 10/30/14 to John Anderson/Skylight Inc.
- g) Notice, ConsCom meeting 11/6/14, 11/18/14
- h) Notice, BOA meeting 11/10/14
- i) Notice, Cultural Council meeting, 11/12/14, 11/19/14
- j) Notice, meeting EDC 11/12/14
- k) Notice, PB, meeting 11/12/14
- l) Notice, Recreation meeting 11/13/14
- m) Notice, BOS Sub, Policy and Reg 11/20/14
- n) Letter from Comcast/Xfinity dated Nov. 6, 2014 Rate installation changes

o) Notice, holiday Sip & Stroll 12/6/14

A motion was made by Selectman Cranshaw to accept the list of correspondences a-o as listed in the agenda. Second by Selectman Egan. Vote 5-0. Motion approved.

Consent agenda;

Proclamation for 4 eagle scouts

A motion was made by Selectman Cranshaw to accept and approve the 4 proclamations as shown in the agenda. Second by Selectman Gavin. Vote 5-0. Motion approved.

Free Downtown Holiday Parking

A motion was made by Selectman Cranshaw to accept and approve the free downtown holiday parking with a 2-hours limit from November 28th thru December 31, 2014. Second by Selectman Gavin. Vote 5-0. Motion approved.

Report on Cultural District hearing

ATA, Andrew Scribner-MacLean, brief next steps

Need to build application – lots of work – need to move forward, marketing concept, tie together the arts, theatre, galleries for the District. Pilot, this will need money to plan and process this application. Group will need to hire a grant writer. Money source; request to the BOS to use the money in the Downtown enhancement fund. Board agreed.

Discussion of Custodial Consolidation Working Group

Request for BOS liaison to this working group to explore Town School custodial consolidation under the Town. No vote needed but request BOS representative.

BOS, School Committee liaison is Jason Kreil. Jason agreed to work with this group also.

Members: Justin Hemm School Committee, Pete DiCicco Business Manager, Andrew Scribner-MacLean ATA, (1) Principal and (1) Union Member and Jason Kreil BOS.

Board & Committee BOS Liaison Assignments

New members assigned open liaison

Selectman DiSilva

Maynard Green Communities Committee

Planning Board

Recreation Commission

Selectman Egan

Community Preservation Committee

Conservation Commission

7:30 PM Public Hearing FY2015 Tax Classification

A motion was made by Selectman Cranshaw to open public hearing for FY2015 Tax Classification. Second by Selectman Gavin. Vote 5-0 Motion approved.

As required by Massachusetts General law Chapter 40, Section 56, the Maynard Board of Selectmen held their annual fiscal year 2015 Tax Classification Hearings. The purpose of the hearing is to determine the percentages of the local tax levy to be borne by each class of real property.

The Assistant Assessor Angela Marrama, and the Board of Assessor Chair, Steve Pomfret, made a presentation of the history of property valuations and tax rates, and presented and evaluation of FY15 tax levy options. The Board of Assessors recommended (1) that there be no Residential Exemption, (2) that there be no Small Commercial Exemption, and (3) that the CIP shift be 1.33 Maynard has never had the Residential or Small Commercial exemptions, and the CIP shift for FY14 was 1.37.

Motion:**RESIDENTIAL EXEMPTION**

A Motion made by Selectman Cranshaw to vote to reject the residential exemption. Second by Selectman DiSilva. Vote 5-0. Motion approved.

Note: BOS member Bill Cranshaw stepped out at 7:40 PM

SMALL COMMERCIAL EXEMPTION

A Motion made by Selectman Gavin to vote no to reject the small commercial exemption. **Second** by Selectman DiSilva. Vote 4-0. Motion approved.

CLASSIFICATION SHIFTS

It was noted that the new growth realized was higher than assumed when setting the FY15 budget.

A motion was made by Selectman Kreil to approve the tax rates with a CIP shift of 1.33. Second by Selectman DiSilva. Vote 4-0. Motion approved.

A motion was made by Selectman Gavin to close the public hearing. Second by Selectman Kreil. Vote 4-0. Motion Approved

Cell Tower Lease Agreement

Carrie Larson present from CTI

20 year lease agreement between the Town and CTI fir the land at the cell tower located on Summer Hill. This tower hosts cellular carriers as well as communication equipment for the Town of Maynard.

A motion was made by Selectman Gavin to approve the CTI cell tower lease agreement. Second by Selectman DiSilva. Vote 4-0. Motion approved.

129 Parker Ad-Hoc Committee Zoning Recommendations

Drop Box items added by Sel. Cranshaw from Sel. Gavin and 129 Parker Reuse Committee. Sel. Gavin; This request we have before us tonight is a request to our Planning Board for some zoning planning and changes. We need to get the ball rolling. To have administration put this forward and seek a response from the planning board. TA will forward the request to the Planning Board for evaluation of potential use changes recommended by the 129 adhoc committee. The Board requests the Planning Board to get back to BOS with questions and answers. By end of December early January.

BOS FY15 Goals Interim Report Card

Request was from Chair of BOS to have this interim report card for Board. TA, Kevin Sweet indicated that this was a first time for this type of request but noted we have made significant progress.

- **Focus on Seniors;** with a list of accomplishments', recruiting for COA, review of the operating budget, enhanced van service program and published newsletters for a start.
- **Economic Development;** highlights include, reduction in vacancy rates, progress on development and ARRT, parking management and transportation improvements.
- **Communication;** improve overall communication, multiple media outlets, transparency, added message board through grant, COA newsletters, Town website, facebook and Twitter postings.

BOS Hiring Process for Appointed Positions

Drop box letter from Chief DuBois; memo with the details of the hiring process of surrounding communities. Sel. Gavin wants to wait until Sel. Cranshaw is back to discuss this more. Request to add to next agenda. TA, Kevin Sweet commented that if we had I member from the BOS sit in on the hiring process for interviews Board would have a better understanding of the hiring.

FY16 Budget Update

TA, Kevin Sweet, commented that his FY Year 2016 Budget Memorandum was out to all staff. Work had begun, plugged in some expenses, fixed cost, and looked at revenues on going. State cuts, we are waiting and watching for any and all changes from State, Gov. Patrick's budget. Shortfall is around 325 mil., hits to local aid and other line items. This will affect Town of maynard.

Economic Development updates

- Ribbon cutting for Fine Arts Theatre Place, Dec. 5, 2014
- No news from CTP
- EDC meeting scheduled for Wednesday, Nov. 19, 2014

TA, Kevin Sweet;

- Town Planner working on grant for master plan update, (MAPC) benefit to Town
- Streetlights, balance of Main Roads will be changes over to the LED lights in the next couple of weeks and then a few added neighborhoods lights will be changed over.
- Tax Title, 6 Deane Street is now under Towns, Auction currently scheduled for Dec 18, 2014.

- Posting for COA Director, position is active. We have been receiving resumes for this position.

New/Old Business:

Selectman Gavin:

- Commented that letter from DEP letter not in BOS packet before this meeting. Why? TA, Kevin Sweet commented that the letter was addressed to another Department and Business. Will reach out to all Departments and let them know we need to receive communications that involve other parties (Boards) immediately so that it can be distributed to all potential stakeholders.

Selectman Cranshaw via Sel. Kreil

- Wants BOS to be proactive and have meeting to show our support with the project at 51 Waltham Street. A neighbor has concerns and we need to make sure that all information is looked at for the good of the Town and neighborhood.

Selectman Kreil: - none

Selectman Egan

- Volunteered to represent the Board of Selectmen at the WAVM Telethon 12/12/14.
- Questioned TA about his Board appointment on CPC. TA Sweet comment, Town Counsel sent him email tonight with feedback and recommendation that he should resign and can contact them if he has any additional questions.

Selectman DiSilva - none

A motion to adjourn the meeting was made by Selectman Gavin. Second by Selectman DiSilva. Vote 4-0. Motion approved.

Time: 10:40 pm

Approved: 12/16/14

Date: 12/17/14

Jason Kreil

Selectman, Jason Kreil, Clerk

Initials: BJM