



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  
Wednesday, May 6, 2015  
Room 201, Town Hall  
Time: 6:45 pm**

**Present: Chair, Bill Cranshaw, Selectman Jason Kreil, Selectman David Gavin, Selectman Chris DiSilva, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca.  
Note: Selectman Gavin arrived at 8:45 pm.**

**(This public meeting was recorded).**

**Public Comments** – Vic Tomyl, resident commented that article S-8 is a repeat article from a few years ago citing several previous authorizations for Fire Station studies or designs.

**Acceptance of Minutes, March 31, 2015, April 7, 2015, and April 21, 2015**

Deferred the minutes of March 31, 2015 until May 19, 2015

**A motion was made** by Selectman Cranshaw to approve the minutes of April 7, 2015 as shown. Second by Selectman Egan. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve the minutes of April 21, 2015 as shown. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**List of Correspondences (mail to the Selectmen's Office for May 6, 2015).**

- a) Monthly Report, Town Accountant, March 2015
- b) Public Service Announcement – 2015 Sidewalks and Ramps Reconstruction
- c) Memorandum from TA, Kevin Sweet – FY2015 Updates
- d) Notice of meeting, FinCom, April 27, 2015
- e) Notice of meeting, LEPC, April 28, 2015
- f) Notice of meeting, PB, April 28, 2015
- g) Notice of meeting, Sub-BOS, April 28, 2015
- h) Notice of meeting, Assessors, April 28, 2015
- i) Notice of meeting, Sub-chairs, April 29, 2015
- j) Notice of meeting, SC, April 30, 2015

- k) Notice of meeting, FinCom, May 4, 2015
- l) Notice of meeting, EDC, May 5, 2015
- m) Notice of meeting, CPC, May 6, 2015
- n) Letter from Stow BOS, Request for participation on boundaries
- o) Resignation letter, John Edson, effective immediately. April 21, 2015
- p) Notice, via email Remembering Maynard's Own Pub Crawl, May 16, 2015
- q) Notice, OARS, Action Alert critical cuts to programs
- r) OUI Notice Last Drink Results ABCC, Jan- March 2015

**A motion was made** by Selectman Cranshaw to accept the list of correspondences **A-R** as listed in the agenda. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**Consent Agenda;**

- a) Special Permit, Maynard Veterans Parade, Monday, May 25, 2015
- b) Proclamation, Maynard Girl Scout Gold Award Ceremony
- c) Special Permit, Memorial Park Free Concert – Tuesday, August 4, 2015
- d) Special Permit, Maynard Community Gardeners, Saturday, May 16, 2015

**A motion was made** by Selectman Cranshaw to approve the consent agenda with items, as shown. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**129 Parker Street Fiscal Impact Analysis:** Judi Barrett, RKG Associates  
Delayed until May 19, 2015.

**Maynard Golf Course Contract Approval**

Assistant TA, A. MacLean commented that regarding the golf course contract all changes made to hit the needs of the Town.

**A motion was made** by Selectman Cranshaw to approve the contract dated and signed May 6, 2015 by Sterling Golf Management Inc. (Kevin Osgood) and the Town of Maynard. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**Maynard-Stow Perambulate Town Line** – Sel. Cranshaw discussed Town of Stow's letter about perambulating town boundaries. TA Sweet to notify Selectmen DiSilva and Cranshaw when this is scheduled.

**7:15 P.M. Public Hearing: Manager Change:**

Sel. Cranshaw read the following legal notice.

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138 as amended, that a public hearing will be held on Wednesday, May 6, 2015 at 7:15 pm in the Michael J Gianotis Meeting Room (No. 201) of the Maynard Town Building on the applicant for a change of manager at the Halfway Café 51 Main Street, Maynard, MA. 01754 in regards to their All Alcoholic Beverage License. A copy of the application is on file in the Municipal Service/Licensing Division Office.

The hearing was called to order at 7:15 pm. Applicants, Jose Pena, 51 Main Street, Maynard, MA. 01754

Chair asked TA, K. Sweet what this hearing was about and if we had any issues. K. Sweet commented this was for a manger change and that we had no issues.

JK asked applicant about relevant experience. Mr. Pena cited educational background and history of hotel and restaurant management positions..

TE asked if Mr. Pena has any new ideas for the business. Mr. Pena indicated Halfway Café would like to have outdoor seating again, will follow up with Town.

Staff is TIPS trained.

**A motion was made** by Selectman Cranshaw to approve the request for manger change to Jose Pena at Halfway Café 51 Main Street Maynard, MA. Second by Selectman Kreil. Vote 4-0. Motion approved.

**Chair** Cranshaw moved to closed hearing at 7:18 pm

### **129 Acton Street Development Agreement**

Jim Fenton and Mike Jenson both discussed and agreed to make the changes the Board requested. All parties in agreement.

**A motion was made** by Selectmen Cranshaw to approve the draft development Agreement by Distinctive Homes, Inc. with the amendment to section 9 to have the gateway sign installed on or before the earlier of the last certificate of occupancy or the opening of that section of the ARRT. Second by Selectman Kreil. Vote 4-0.

### **Discussion of DEP Meeting, Hayes/Waltham Watershed: Next steps**

Assistant Town Administrator Andrew Scribner-MacLean indicated that he doesn't expect any specific further action by the DEP. He has the grant information provided by them and will review them and discuss with Board at later meeting.

DPW Operations Manager C. Okafor spoke about near-term next steps.

- Property owners will be allowed to connect sump pumps to storm drain. Requests would be evaluated on case-by-case basis to confirm there are no contaminant issues. Cost of connection would be responsibility of property owner. He suggests Board of Selectmen consider waiving permit fees.
- He will determine length and get quote for video inspection of the storm drain lines in the neighborhood.
- He will complete the inventory of storm drains in the neighborhood, regarding their effectiveness in placement and sizing.

**Town Meeting Articles; BOS recommendations, Discussion of Finance Committee comments**  
Sel. Cranshaw reported on comments from the FinCom meeting on May 4, 2015. They recommended all articles except for article S-6, the Community Preservation Fund Reserve Appropriation. The Finance Committee found that the costs of the Memorial Park study and the Town Hall display case were excessive, based on the project details provided by the CPC. Sel. Kreil and TA Sweet noted that

there was additional information to be considered and that they would discuss this at the Finance Committee town meeting article hearing on May 11<sup>th</sup>.

Sel. Cranshaw suggested using funds remaining in the Community Enhancement Stabilization fund (approximately \$40,000.00) for Article S-8.

**A motion was made** by Selectman Cranshaw to move to amend Article S-8 to fund it with balance of the Community Enhancement Stabilization Fund and the remainder of the \$300,000.00 from the Capital Stabilization Fund. Second by Selectman Egan. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to recommend all Annual Town Meeting warrant articles sponsored by Selectmen (1, 2, 3, 4, 5, 7,8, 11 and 12). Second by Selectman DiSilva. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to recommend Annual Town Meeting articles, 6-Assessors, 9, FinCom and 10 CPC. Second by Selectman Kreil. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw that the board recommend Special Town Meeting articles S-1, S-2, S-3, S-8 and S-9 sponsored by Selectmen. Second by Selectman Kreil. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw that the board recommend Special Town Meeting articles S-4 (DPW), S-5 (DPW), S-6 (CPC), S-7 (PB). Second by Selectman DiSilva. Vote 4-0. Motion approved.

#### **Discussion of Abutter List Requirements**

Sel. Cranshaw discussed the memorandum on abutter notification processes for various town boards and committees, and noted that local licensing regulations for abutter notification for liquor license hearings applied only to immediate abutters and does not even include properties directly across the street. He noted that planning Board and Conservation hearings typically covered abutters within 300'. He suggested that the hearing rules be reconsidered, if only for new license locations rather than for routine hearings such as a change in manager. Sel. Egan said that the current liquor hearing abutter notification rules were appropriate. Sel. DiSilva had no concerns. Sel. Kreil thought notification of across-the-street abutter was appropriate. No action was taken on the issue.

#### **Discussion of Consultant Contract Renewals**

Sel. Cranshaw discussed the list of consultant contracts, recalling a BOS policy of reviewing such contracts 6 months prior to renewal. BOS requested a copy of the Town Policy on contracts

**Note: 8:45 pm Selectman Gavin arrived.**

#### **Economic Development updates**

- EDC met with CTP Tenants Association and heard positive report of recent changes
- EDC is prepared to host Saracen community presentation on the Mill. Tentatively scheduled for Thursday, June 11, 2015. Confirmed, May 7, 2015, BOS Office.

**Town Administrator Report.**

- Liquor lic. Bill H.3192, will be up for a public hearing on May 12, 2015 written testimony to the Committee on Consumer Protection
- Attended Annual EverSource Emergency Response Plan update
- Attended MEMA applicant briefing for January 26-28 blizzard, reimbursement window for snow removal is still 48 hours, however, the reimbursement window for snow removal from roofs is still being considered.
- Meeting w/Saracen Properties regarding rail trail easements
- Fire negotiations are underway
- Facility – Custodial discussions continue. Hoping to have in place an MOA, soon.

**Chair Report**

- Agenda – next meeting – Naming Policy
- JK – are we ready to move on the Water & Sewer Rates for the next meeting. Only received the rates from the Operations Manager before the meeting, will review and request any additional information. Likely ready to discuss at next Subcommittee meeting.
- Any updates from the Assessors regarding the Senior Tax Relief in Sudbury.
- Slides for articles, TA has them prepped and will send out to Board.

**Board Member Reports****Selectman DiSilva:**

- Congratulations to Tim & Terrence and the other new members to Boards/Committees/Moderator.
- Audit Reports, when do we get copies of reports, TA, soon

**Selectman Egan:**

- CPC has a meeting tonight, so no new updates.

**Selectman Gavin:**

- Congratulations to Tim & Terrence
- Kevin's performance review needs to be done. Report for FY2015, Chair will send out to drop box the information to members to fill out for TA report.
- Thank – you to our DPW, TA/ATA – for the quick help with repairs at Rockland Soccer Fields, Soccer people very happy for the turnaround.

**Selectman Kreil:**

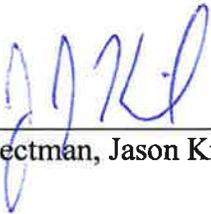
- Very Disappointed with discontinuation of hosting Open Table at the CTP Cafe. Hopes that space will be found soon. Recommend other parties should confirm continued use with new Owner, including Farmer's Market and Historical Commission. TA, tenants need to work with Saracen. We have Historical Commission items at the Mill, which should be ok per TA.
- The (2) Liquor License Holders, did we send them out a final notice of pending June 30 deadline.
- CD - Sidewalk issue – Any work started- no per TA.
- Congratulations to Tim & Terrence and all candidates who ran in the May 5<sup>th</sup> election.

**A motion** to adjourn the meeting was made by Selectman Cranshaw. Second by Selectman DiSilva. Vote 5-0. Motion approved.

Time: 9:10 pm

Approved: \_\_\_\_\_

Date:

  
\_\_\_\_\_  
Selectman, Jason Kreil, Clerk

Initials: BJM