



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 4, 2015  
Room 201, Town Hall  
Time: 7:00 pm**

**Present: Chairman, Chris DiSilva, Clerk, Jason Kreil, Selectman David Gavin, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca.**

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

**Public Comments:**

Vic Tomyl, requested updates on the follow;

- 1) Civil Service for our Police Officers – TA, K. Sweet commented that it has passed the Public Service Committee and now on to screening committee – no time line for completion.
- 2) Hayes Street Drainage area with DEP, flooding issue – TA, K. Sweet commented DEP had minimal to say about that area and no funding available. Our DPW ran cameras thru the pipes – they found cracks in pipes and roots in the lines and can now plan how to address defects. We are working with the Town's consultant Stantec to address this work.
- 3) Disposition of Monsoon (Savoring Indian Cuisine) Restaurant Liquor License TA. K Sweet commented that BOS revoked that license and it now available and we have plans to hold a hearing for that license on August 18, 2015.

**Acceptance of Minutes, July 7, and 21, 2015**

**A motion was made by** Selectman DiSilva to approve the minutes of July 7, 2015 as shown. Second by Selectman Kreil. Vote 5-0. Motion approved.

Selectman Kreil requested we defer the minutes of July 21, 2015 until the next meeting.

**List of Correspondences (mail to the Selectmen's Office for August 4, 2015).**

- a) DPW monthly report June 2015
- b) Notice of meeting, Community Preservation Committee, 8/5 and 8/19
- c) Notice of meeting, Council on Aging, 8/6
- d) Notice of meeting, MCC/MRC 8/13
- e) Copy of letter sent via the BOS to The Honorable Theodore Speliotis dated 7/23/15
- f) Copy of Public hearing notice to BOS for Battle Road Brew Pub, hearing 8/18/15

- g) Request letter from China Ruby for two reserved 15 minute limit parking spots
- h) Letter from Middlesex Sheriff's Office, Graduation ceremony, 8/14/15 at 11:00 a.m. RSVP
- i) Letter from Xfinity RE: Changes to Xfinity TV Service
- j) Letter to BOS Chair, RE: Commonwealth's Search for Lease Space
- k) Notice from Assabet Valley Chamber, 15<sup>th</sup> Annual Harvest Golf Classic, Sept 14<sup>th</sup>, 2015 and Maynard Fest Flyer, October 3, 2015
- l) Notice from MIIA, Town Property & Workers Comp. Insurance, launching a new website
- m) Notice from Maynard Historical Commission, Glenwood Cemetery invitation for Oct. 3, 2015 10:00 am.
- n) Letter from MassDevelopment, notice of project hearing \* 36 Chandler Street

**A motion was made** by Selectman DiSilva to accept the list of correspondences **A-N** as shown. Second by Selectman Egan. Vote 5-0. Motion approved.

### **Consent Agenda;**

- a) Ron Labbe, reappoint; new term expires 6/30/18
- b) Tim Hess, reappoint; new term expires 6/30/18
- c) Erik Hansen, reappoint; new term expires 6/30/18
- d) Cemetery Deed # 2024, J Bennett, 19 Concord Street

**A motion was made** by Selectman DiSilva to approve the consent items as shown. Second by Selectman Gavin. Vote 5-0. Motion approved.

### **Request for Class II Dealer's License – George Pearce.**

Mr. Pearce is seeking a Class II Dealer's License for access to purchase at auction. Sales will be (1) vehicle at a time, restored on premises in existing garage by Mr. Pearce. Application is for customary Home business. TA recommendation that storage of vehicles is restricted to the garage on site with nothing stored outside. Mr. Pearce indicated that no additional workers would be onsite.

**A motion was made by** DiSilva to accept and approve the Class II Dealers License for used vehicles to George R. Pearce d/b/a Pearce Auto at 81 Parker Street. Second by Selectman Donovan. Vote 5-0. Motion approved.

### **Board Opening Interviews:**

- Planning Board Alternate Member (1 opening):  
Brendon Chetwynd- commented on his previous board experience as varied with Planning Board and as Selectman with different roles on each.

William Gosz – commented he has substantial experiences in many areas of real estate law including land use, zoning and mortgage finance, familiar with the structure and workings of municipal government. Noted, a new resident to Maynard with a little over a year in town.

Thomas Hesbach – Currently serve on the Community Preservation Committee as an ad-hoc member. Has a medical background, EMS experience with local government, lived in Maynard for 5-1/2 years.

**A motion was made** by Selectman DiSilva to approve and appoint William Gosz to the Planning Board Alternate Member with a term ending June 30, 2017. Second by Selectman Gavin Vote 5-0. Motion approved.

**Water/Sewer Rate Presentation:**

Toby Fedder, P.E. Vice President of Woodard & Curran, discussed the letter dated 4/16/15 regarding FY16 Water and Sewer Financial Management at the request of the chairman to outline the process of establishing budgets and rates. Letter – provided guidance to the Town of Maynard with respect to the Water and Sewer Rates, which are required to fully fund water and sewer operations within the town of Maynard.

Maynard is at the high end of rates because we have newer facilities that have debt service and the level of treatment in the Assabet River basin is highly regulated as it is an impacted waterway.

The town needs to set rates that cover all the costs, salaries and other direct expenses.

Note, since the July 1, 2014 we have a senior relief program for water and sewer, which is approximately \$140,000.00 plus per year.

**129 Parker Street Discussion:**

TA, K. Sweet commented after our last meeting back on June 22nd we need to work out the in lieu of payment on the 17 units of low-income housing.

Jon Witten gave input on the funds for the 17 units – prevailing wages puts the cost over \$200,000.00 Applicant indicated that they would build the affordable housing component on site. Capital Group has that as a plan build and market as planned. The cost not to do this is around 3.6 million to build somewhere else in town.

Chair – next steps and timeline to keep moving forward.

Zoning changes are needed for this location. They have comments from builders and businesses.

Jon Witten thinks at this point a subcommittee does help to iron out some of the work and legal (Town and Capital Group Legal) can work out their issues prior to Town Meeting.

Planning Board is waiting for feedback from Counsel Witten on the NBOD to make changes.

Jon Witten suggested the draft zoning changes will be completed within the next (2) weeks.

Package this project for Town Meeting.

Concept Plan

Next Steps the Board – The MOA – Zoning changes – The information to the residents can be addressed now it can start tomorrow.

Concept Plan so how can Capital Group go to planning without MOA draft. Jon Witten thinks it can be done.

Zoning By-law changes can be done now. Get site plan done now. Progress can be made to move forward.

Jon Witten – next steps;

- 1) Work up By-Law Change
- 2) Working with the applicant on the MOA
- 3) Fine tuning the concept plan

### **Downtown Parking Discussion**

ATA. A. Scribner-MacLean, proposal for downtown parking.

- Improve signage to better identify parking options
- Change parking rates and enforcement – modern technology can do a lot – to charge more during peak times – charge less at the periphery of downtown
- Create a ‘meter maid ‘ enforce staff with evening and weekend shifts
- Sell permits for employers / employees / downtown residents for designed spots

### **Pilot Program**

- Permits – good option
- Lot at 23 River Street – good option for employee parking permits
- Railroad Street and Florida St / Post Office could get Residential Permits – good option
- Non- Permits holders may get ticketed - create an enforcement program – educate as we roll out this program
- Analyze impacts and roll out an improved program in 2016.

Note: Selectman Donovan left at 9:45 p.m.

### **Town Administrator Review Process**

Chair will reach out to previous Chairman to request the Board members comments for TA review. Will review the members’ comments and finalize.

### **Economic Development updates**

- Met with three separate business developers in the past week all interested in downtown properties.
- EDC meeting today, no quorum, but six in attendance and they had a healthy discussion about business recruitment efforts.

**Town Administrator Report.**

- Rail Trail Easements in hand – 6 of 14. There will be two takings. Three others scheduled next week. Three still dealing with minor issues.
- Rep. Hogan’s District office is open effective 8/1 Lower Level behind the Veteran Office (formerly the Facility Managers Office). Primarily staffed few hours a week by Jordan Eldridge, District Director. Rep Hogan is planning an; open house’ for 09/15/15 when she will be here for the Fire Fighter’s ceremony.
- The liquor license bill was entered in the House on July 30<sup>th</sup>. It now moves over to the Senate to be vetted.
- Continue with Fire and Dispatch Union Negotiation.
- Open Table is heading to Sudbury. Maynard may provide (Charge Back) van service if demand warrants.
- MacDonald has a September dead line for completion at the Waltham / Parker Street site. Building Commissioner has the authority to issue fines after that time.
- Waltham / Parker Street project work has been completed but no request for DPW sign off has been sought. DPW to reach out. Unclear if Eversource has completed their piece to power new street lights

**Chair Report –**

- In regards to 129 Acton Street do we have a system in place that we complete this project
- Leadership meeting with School Committee and Administration on Monday, 8/3/15 – Budget discussion meeting will continue quarterly – learning process to get educated on the budget
- Request numbers of days in the charter for the Annual and Special Town Meeting timeline
- Pass on this comment to Chris Okafor - Glenwood Cemetery – Resident commented that our cemetery now looks great – new flowers to entrance make a difference.
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**Board Member Reports**

**Selectman Egan:** none

**Selectman Gavin:** none

**Selectman Kreil:**

- Correspondence – gate failure (DPW) TA will get up date.

**Selectman Donovan -**

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

Time: 10:20 pm

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

Date:

Initials: BJM

\_\_\_\_\_  
Selectman, \_\_\_\_\_, Clerk