



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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**Selectmen's
Meeting Minutes
Tuesday, December 1, 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 Tomy commented on newspaper article in MetroWest regarding double poles. NStar / Eversource, wires damaged Vic Home this past year. Eversource removed wires from house and moved pole he had a tuff time working with them. Rep Kate Hogan is working issues on the Utility Companies. We need to support her efforts.

Acceptance of Minutes, November 10 and 17, 2015

A motion was made by Selectman DiSilva to approve the minutes of November 10, 2015 as shown. Second by Selectman Egan Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to approve the minutes of November 17, 2015 as shown. Second by Selectman Gavin Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for December 1, 2015). A-M
Chair commented we had item in packet note listed read to next meeting 12/15 (MASSDOT).

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

Consent Agenda;

License renewals 2016; Common Victualler, Entertainment, Liquor License, Class II, Rooming House and Automatic Amusements pending and inspections, fees and taxes paid.

A motion was made by Selectman DiSilva to accept the consent agenda as shown Second by Selectman Donovan. Vote 5-0. Motion approved.

Request for One-Day Entertainment Permit: Amory Maynard Cafe, 7 Clock Tower Place
Present owner, Ashley Hanson said this event would take place right after the road race. Ashley said the entertainment would be from 11:00 am -2:00 pm period.

A motion was made by Selectman DiSilva to approve the one-day entertainment permit for Amory Maynard Café, 7 Clock Tower Place (Mill & Main) on Saturday, December 12, 2015 after event for the road race. Second by Selectman Donovan. Vote 5-0. Motion approved.

Interview for Constable; Mary McCue

Mary McCue applied for this position as she is newly retired from Maynard Police Department and is trying to fill some of her time.

A motion was made by Selectman DiSilva to accept and approve the appointment for Mary B. McCue for Constable here in Maynard, term June 30, 2017. Second by Selectman Egan. Vote 5-0. Motion approved.

License to Enter and Use Town-Owned Land for Dog Park: MayDog

Adam Conn from MayDog represented the group from MayDog.

Issues covered:

- Parking lot is covered under the insurance policy.
- Hours: Sun Rise – Sun Set.
- MayDog locks gate.
- Park is open to any dog any Town that is licensed.
- MayDog information is on Facebook.

A motion was made by Selectman DiSilva move to amend the language as proposed in section 4.0 Permitted Uses for the current, 2015 license agreement. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the renewal lease and License to Enter and Use Town-Owned Land for Dog Park on Waltham Street. Second by Selectman Gavin. Vote 5-0. Motion approved.

Update; Records Management and Archive System;

TA, KS;

- Started process in October, 2014
- Comprehensive records inventory and an analysis of the files and space
- RFP received 5 vendors
- King Information Systems, Inc. of Norwood was selected
- Project commenced last week of June, 2015 and completed mid-August

Downtown Parking Discussion

Power Point Presentation enclosure attached – Sub Committee, ASM, TD- BOS, TE - BOS

A walk thru of the slides by ATA

Phase 1 recommend that the Board approve tonight. We have buy in from Police and DPW. Permit parking in (3) lots for overnight. Cost would be \$20.00 per month. This will cover snowplowing.

A motion was made by Selectman Gavin to accept and approve the Phase 1 permit parking for the following lots, River Street, Rail Road Street and Post Office Rear Lot, at the rate of \$20.00 per month, per vehicle. No RTV's or Boats. Second by Selectmen Donovan. Vote 5-0. Motion approved.

129 Acton Street Project Status Update

TA, KS highlighted the ongoing work at 129 Parker Street.

Items from the Development Agreement:

5) Easement completed

#6) in process the sidewalks were held up via ConsCom, issue with wetlands area, it has been vetted and CC had public hearing.

#8) Inspections, of the manhole installed and DPW – Sewer manhole is now approved.

#9) Tied to other parts of the build out of this project Summer time frame.

BOS comments

The Town Departments should be reviewing plans when a project comes in so it is no sooner if they have issue of build outs.

Economic Development Updates

- Boston Globe West – Article, “Maynard wants to restore luster to its Downtown”
- Mill & Main construction commenced at Building 5 & Battle Road Brewing
- 129 Parker Street Planning Board Hearing 12/8/15

Town Administrator Report.

Submitted by TA K. Sweet;

- Attended MMMA Fall Annual Conference at UMASS Amherst 11/19-11/20 Workshop Focus: Engagement Motivation and Leadership / MMA Legislative Updates
- TA & ATA attended Dept. of Labor Relations Training 12/1/15 in Boston Focus: DLR Procedures and Investigations, Daily Operational Issues, Mediations and Bargaining and Representation Cases
- MEMA Winter Preparedness Conference Call
- Executed Project Work Sheet for contracted services of \$131,377.00 receive within 60 days / Project Worksheet 2 still being finalized
- Travelers Insurance Bond Payment for former Assistant Collector received total \$143,503.46 (signed release & assignment).

Chair Report –

- Open Table is in Coolidge are we leasing. Food Pantry is that a lease also.
- Sunday is the Christmas Parade. 2:00 pm Dec. 6, 2015
- Sip and Stroll is on Saturday, Dec 5, 2015
- Where are we with the next meeting - contracts

Board Member Reports

Selectman Kreil: none

Selectman Gavin:

- STM; Warrant is it closed. Did we get FinCom recommendations and comments. TA yes we got 8 out of 9, which they comment those 8. The 9th is the NBOD, which they will make at Town Meeting.
- I received another report that a Transport Truck took a right out of Naylor Court, and then took a right down Nason Street.

Selectman Egan:

- Patrol officer Civil Service is it signed. TA, yes –
- To the Public we have many board openings; we need volunteers to fill those openings.

Selectman Donovan:

- Follow up to Tim’s comment regarding board meetings – I cannot make some of those meetings because we have our meetings on the same night.

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

Time: 9:40 pm

Approved: _____

Date:

Selectman, _____, Clerk

Initials: BJM