



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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**Selectmen's
Meeting Minutes
Tuesday, January 19, 2016
Room 201, Town Hall
Time: 7:00 pm**

Present: Chairman, Chris DiSilva, Selectman 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: none

Acceptance of Minutes, January 5, 2016

A motion was made by Selectman DiSilva to approve the minutes of January 5, 2016 as shown. Second by Selectman Gavin. Vote 5-0 Motion approved.

List of Correspondences (mail to the Selectmen's Office for January 19, 2016). A-P

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

Consent Agenda;

OARS, One-day Liquor License, March 30, 2016

Appointments Patrolman

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

Interview and Appointments

Chief DuBois introduced new candidates, Patrick Brenna and Trista Manchuso

Chief DuBois had given board update on both candidates at the last BOS meeting. Both have (8) more weeks at the academy.

Board members asked a few questions but mostly thanked them for the current time at the academy and dispatch positions. In addition, both live here in Maynard.

A motion was made by Selectman DiSilva to accept and approve Patrick Brennan and Trista Manchuso to the Maynard Police Department with indefinite terms. Second by Selectman Egan. Vote 5-0. Motion approved.

Girl Scout Gold Award Project

Presentation by Haley Fritz in collaboration with: The Maynard Historical Commission and Maynard Town Planner, Bill Nemser prepared “Stories Found “Only in Maynard”: Our Town’s Guide to Historic Preservation” as part of her Gold Award Project. Ms Fritz explained that her gold award project is an 80+-hour project to develop a sustainable guide for historic preservation in Maynard.

Presented a power point of “Stories Found “Only in Maynard” Our Town’s Guide to Historic Preservation highlights:

- Public Private Partnership
- Economic Benefits
- 400 sites in Maynard
- Only (1) (Historical site) is registered, Maynard Glenwood Cemetery
- Historical Scavenger Hunt
- Suggested starting an annual Founders Day celebration in Maynard at the end of April. April 27th Founders Day to follow up every year on the nearest Saturday to April 27th .
- This project is sustaining for the Girl Scout Gold Award. Project needs to be 80 hours or more.
- Requests support from the Maynard Board of Selectmen.

BOS members complimented Ms. Fritz on her work and presentation and will consider her Founder’s Day request.

Hayes Street Drain Pipe Investigation: Stantec Engineering

Victor Olson, P.E. provided a summary of DPW Operation Manager, Chris Okafor’s request to investigate and provide recommendations for improvements to the Hayes Street drain between Harrison Street and Waltham Street.

Summary of report:

- Drain Configuration – pipe takes drainage from an open stream and wetland area adjacent to Glenwood Cemetery northerly toward Waltham Street/Douglas Avenue then westerly to Assabet River.
- Enters into 24” pipe.
- Raised steel plate covers provide limited access. Require heavy equipment to move.
- Access to some of the location is difficult to access on private property.
- Two garages and other uses have encroached over the drain line.
- These are just a few of the issues found.
- Plan 1. Hayes Street Drain Recommendations Budget Costs: \$225,000.00 – would return drain to full operation and extend useful life. The rehabilitation cost does not include costs for the Town to obtain easements (temporary or permanent) or acquire property along the drain line.

- Plan 2. Consideration of Hayes Street Drainage Relief Pipe Option Budget Costs: \$375,000.00 consisting of re-routing drainage into the public way (Hayes Street) to convey water from the wetland area behind the cemetery and street runoff toward Waltham Street and limited rehabilitation of the existing drain for local use only.

Water/Sewer Rules & Regulations; Stantec Engineering/ Pioneer Consulting Group

Garry McCarthy, Victor Olson P.E. from Stantec, Doug Gardener, Pioneer Group

Doug Gardener of Pioneer Group presented updated water and sewer connection and inspection fees adjusted to reflect personnel costs to perform various tasks. Further discussion of why Maynard should charge for these services.

Water Fees and Charges:

Fees of current fees vs proposed fees.

Garry McCarthy and Victor Olson provided an update on sewer infiltration and inflow investigation now entering year 2 (Check with Chris O) of a 5-year investigation and rehabilitation plan required as part of the Town's NPDES Permit for wastewater treatment and discharge.

Maynard needs a 5-year plan 1-year implementation

Use enterprise fund – fund \$500,000.00 every year to replace all aging pipes for both water and sewer. Impacts – down time heavy costs when this becomes emergency for either of the water or sewer.

Town's On-call Engineering Consultant, Wayne Amico, commented about a storm Utility fee.

Currently Improvements are made as needed from General Fund. Storm water utilities are becoming more popular recently as a means of generating funding designed for storm drain rehabilitation, such as improvements to the Hayes Street drainage system, and upcoming costs associated with the Town Small Municipal Systems (MS4) permit. The issues are (Cost drivers for which) Maynard needs to find ways to fund.

Selectman Gavin asked if the recent funding for water and infrastructure could be sought for these improvements. Ta to talk with Senator Eldridge's office for funding assistance and grant opportunities.

Selectman Kreil noted that Stormwater utilities were introduced to equitably spread costs to our customers. They are user fees.

BOS/TA will keep looking at this thru budget process with DPW.

Set time and place for Annual and Special Town Meeting. Date set by Charter; 3rd Monday in May, May 16, 2016.

A motion was made by Selectman DiSilva to set time and place for Annual and Special Town meeting to Monday, May 16, 2016 at 7:00 pm, Fowler School Auditorium. Second by Selectman Donovan. Vote 5-0. Motion approved.

Economic Development Updates

Kevin Sweet,

- The Planning Board, has scheduled a special pre application meeting for 1/21/16 at 7pm to discuss town expectations for details of a conceptual plan submittal (basically to review the NBOD requirements for materials etc. that need to be included).
- Mill & Main Comprehensive Signage Plan (special permit + future zoning text amendment) is scheduled for PB meeting of January 26th, 7PM.
- Open Table has scheduled a Site Plan Modification application and Special Permit request with the PB to move into Aubuchon Hardware location. The Boys and Girls Club and the Council on Aging may also utilize the space. The PB meeting is scheduled for February 9, 7PM.
- The Town has received an application for site plan approval for an additional building at 109 Powder Mill Road, Maynard (storage facility). This is a by right use and will encompass 39,900sf of new storage area. Hearing date TBD.
- Meeting with Cary Tarpanian at Saracen next week on bringing Higher Education tenant to town. Interest from two colleges and a list of four others, Town Administration help them reach out.
- Meeting this morning with EDC, goals & priorities for 2016.

Town Administrator Report.

- Annual MMA meeting this week, Saturday we have the MIIA lunch, they will give us notice for Health Insurance rate.
- Coolidge school property carve out is being conducted. Expect a formal survey back within four weeks or less.
- Contracting to do the same for the MGC carve out for the CR.
- FY17 Budget focus next couple of weeks

Chair Report –

- Thursday, 1/21/16 Planning Board will start the process with Capital Group – 129 Parker Street. Open to Public. Note pre meeting earlier.

Board Member Reports

Selectman Egan:

- Question; who takes care of the sidewalks in lower lot near laundry mat? TA, indicated that the area in question may be (private) TA office will reach out to the owner of the property. Owners need to step up.

Selectman Donovan:

- None

Selectman Gavin:

- Memorial Park meeting well attended. Bill Nemser did a good job. Comment to take down wall near Movie Theater, parking issue. Telephone pole near ramp of old parking area needs to be moved.
- DPW clearing of sidewalks, all looked clean, they did a good job, commend them for their work.

- Way find sign missing on Nason Street? TA, yes it was parking sign for former parking deck. The sign was removed after the deck was removed. Need to remove pole.

Selectman Kreil:

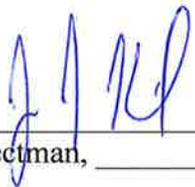
- Murphy Snyder building looks much better. Thanks for the push to get that looking right.
- Parking wayfinding sign on Summer Street near the theater is loose.

A motion to adjourn the meeting was made by Selectman DiSilva. Second by Selectman Donovan. Vote 5-0. Motion approved Revise to indicate Roll call vote to go into Executive Session all 5 affirmative votes, not to reconvene.

Time: 9:35 pm

Approved: _____

Date:



 Selectman, _____, Clerk

Initials: BJM