



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, April 05, 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, and Administrative Assistant Becky Mosca. (Absent) Assistant Town Administrator Andrew Scribner-MacLean

(This public meeting was recorded).

Public Comments: none

Acceptance of Minutes, March 15 and 29, 2016

A motion was made by Selectman DiSilva to approve the minutes of March 15, 2016 as shown. Second by Selectman Gavin. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to approve the minutes of March 29, 2016 as shown. Second by Selectman Egan. Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for April 5, 2016). A-W

A motion was made by Selectman DiSilva to accept the list of correspondences **A-W** as amended. Second by Selectman Donovan.

Request from Chair to pull out letter from Metropolitan Area Planning Council (MAPC) request the town to appoint a member. DiSilva volunteered to take on this appointment. Vote 5-0. Motion approved.

Consent Agenda

- a) Replacement Cemetery Deed # 2026
- b) Repeat One Day (3-day for Cinco de Mayo) – El Huipil

Request made to pull the repeat 3-day special permit for El Huipil small change to the location of the outdoor seating area.

A motion was made by Selectman DiSilva to accept and approve the consent as amended. Second by Selectman Gavin. Vote 5-0. Motion approved

A motion was made by Selectman DiSilva to accept and approve the small change in location for the outdoor patio area for the special 3-day permit at El Huipil for Cinco de Mayo. Second by Selectman Donovan. Vote 5-0. Motion approved.

Common Victualler & Entertainment License: Maynard Convenience

George Drizos, new owner of property at 39A-43 Main Street. Request to open a new convenience store at 39A Main Street. Hours to start will be 6:00 am until 11:00 pm

A motion was made by Selectman DiSilva to approve the Common Victualler & Entertainment License for George Drizos DBA Maynard Convenience at 39A Main Street. Second was made by Selectman Donovan. Vote 5-0. Motion approved.

Appointment Interviews to Board Openings: Council on Aging and Historical

- a) Angie Flannery, COA – recommended by COA Director, Amy Loveless
- b) Rachelle (Shelly) Greenaway, COA – recommended by COA, Director, Amy Loveless
- c) Priscilla Sandberg, Historical Commission – recommended Chair of Maynard Historical Commission.

A motion was made by Selectman DiSilva to accept and approve the appointment for Angie Flannery to the Council on Aging term June 30, 2016. Second by Selectman Egan Vote 5-0. Motion approved.

BOS – Thanked Angie for volunteering to COA, asked if she took part in the many activities at the COA, reply - yes

A motion was made by Selectman DiSilva to accept and approve the appointment for Rachelle (Shelly) Greenaway to the Council on Aging term June 30, 2018. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the appointment for Priscilla Sandberg to the Maynard Historical Committee as Alternate term June 30, 2018. Second by Selectman Donovan. Vote 5-0. Motion approved.

Water Abatements Appeal to Board: McDonald S. and Mercer K. (Pulled)

Steve McDonald sent letter to BOS to appeal his large water/sewer bill from Feb 1, 2016 with a read date of March 5, 2016 (Note due date is before read date). Reading reflects 18,390, which is actually 550 gallons less than the actual read of 12/2/15 of 20,080. Question, How is that possible.

Chris Okafor gave Board background for policy and procedure to customers that file for abatements. DPW could find no answer for the error in the reading, work order processed no leaks, no equipment failure found. At that time, DPW made the decision to not agree with the water abatement request so Chris Okafor denied it on Feb 8, 2016.

Board requested Chris to come back to board with 2- years of past bills from this customer. Board would make a decision regarding this abatement at that time.

Founder's Day Update: Haley Fritz, Special Permit request for April 16 & 17 Memorial Park

A motion was made by Selectman DiSilva to accept and approve the special 2-Day permit for Memorial Park, April 16 & 17, 2016. Second by Selectman Kreil. Vote 5-0. Motion approved.

Maynard Golf Course Review: Kevin Osgood, Sterling Golf Management

See attachment to minutes for review.

129 Parker Street MOA Discussion amongst Board

RECAP Pros and Cons – New- more tax revenue

This is a 10-year-old project. Needs to be completed

The Parties to this MOA are:

The Town of Maynard, MA by and through the BOS and Maynard Crossing, JV, LLC. At 129 Parker Street Maynard, site of 58 acres.

Both parties agreed to negotiate a final Development Agreement

- Terms of Agreement, description of project and revised concept plan
- Senior Independent Living or Continuing Care Retirement Community + Plus for Maynard
- Retail/Office/commercial space including supermarket + Plus for Maynard
- Payment of consultant and legal costs = Paid by Owner
- Financial Contribution – Payment schedule to be discussed – What if's when buildings/projects don't get built – missed payments as project changes Subject obtained by Owner needs approval when this occurs = \$900,000.00 Paid by Owner
- Infrastructure Improvements – Traffic / Road improvements Paid by Owner
- Front Door Improvements = Paid by Owner
- Shown and agreed upon intersection improvements at owners expense Paid by Owner
- Mitigation Funds – Extra \$260,000.00 for other intersection improvements. Paid by Owner
- Water – Owner will pay \$10,000.00 to a fund established by the Town Treasure for the following purposes; a) looping the existing water main at the end of Field Street with the Property and looping the dead end water pipe on the Maynard High School locus with the Property. In addition, all other fees for permits paid by Owner this is additional \$10,000.00.
- Sewer – Owner will pay \$25,000.00 to a fund the Town Treasurer will open for the upgrade of the Marlborough Road Sewer Pumping Station plus all other fees for permits Paid by Owner this is additional \$25,000.00
- Land Donations = Owner offers to donate, in fee simple absolute and without cost a portion of land as shown on plan dated March 1, 2016. Land gift from Owner.
- Cooperation Efforts by the Town (Boards and Departments) with Owner in all aspects of the implementation of the project and associated offsite traffic improvements so long as same is in compliance with permits and approvals.+ Plus for Maynard
- Affordability = In lieu of providing no fewer than 17 dwelling units as affordable to qualifying renters within the Property. 17 dwelling units at reduced rates from Owner.

Board agreed to email TA, Kevin Sweet with final set of comments and questions for the MOA.

FY2017 Budget Discussion

Free cash and comments from FinCom all set on the Final warrant.

School Committee – still working the traffic study funding money numbers. Chair DiSilva emailed Chair of School Committee to let them know we needed a document with funding number to move this forward.

ATM/STM Article for acceptance and Approval – Annual Town Meeting Articles / Controls
TA, Kevin Sweet

Control F, Town General Fund Budget Fiscal Year 2017;

A motion was made by Selectman DiSilva to accept and approve control (F) Town General Fund Budget Fiscal Year 2017 as shown. Second by Selectman Gavin. Vote 4-0-1 (Selectman Donovan recused). Motion approved.

Control G, Sewer Enterprise Fund Budget Fiscal Year 2017;

A motion was made by Selectman DiSilva to accept and approve control (G) Sewer Enterprise Fund Budget Fiscal Year 2017 as shown. Second by Selectman Donovan. Vote 5-0. Motion approved.

Control H, Water Enterprise Fund Budget Fiscal Year 2017;

A motion was made by Selectman DiSilva to accept and approve control (H) Water Enterprise Fund Budget Fiscal Year 2017 as shown. Second by Selectman Kreil. Vote 5-0. Motion approved.

Control (Article 16 Citizen petition

A motion was made by Selectman DiSilva to accept the citizen petition as shown. Second by Selectman Egan. Vote 4-1 (Selectman Donovan). Motion approved.

Annual Town Meeting Warrant Approval

A motion was made by Selectman DiSilva to accept and approve the Annual Town Meeting Warrant as shown for May 16, 2016. Second by Selectman Gavin. Vote 5-0. Motion approved.

Special Town Meeting Warrant Approval

A motion was made by Selectman DiSilva to accept and approve the special town meeting warrant as shown for May 16, 2016. Second by Selectman Egan. Vote 5-0. Motion approved.

Eversource Energy petition and Plan by the NStar Electric Company:

PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND OTHER COMPANIES FOR JOINT OR IDENTICAL LOCATIONS FOR POLE

To the Board of Selectmen of the Town of Maynard, Massachusetts:

Respectfully represent NSTAR Electric Company dba Eversource Energy and Verizon New England, Inc. companies subject to Chapter 166 of the General Laws (Ter. Ed.), that they desire to construct a line upon, along and across the public way or ways hereinafter specified.

Wherefore, your petitioners pray that after due notice and hearing as provided by law the Board of Selectmen may by Order grant your petitioners joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line, said poles to be located, substantially as shown on the plans made by A. Debenedictis dated September 4, 2015 and filled herewith, upon along and across the following public way or ways of said town.

Sudbury Street – Northwesterly side at Intersection of Main Street

Relocate one (1) pole. Pole 91/1

Main Street – Northerly side at Railroad Street

Relocate one (1) pole. Pole 57/24

Railroad Street – Southeasterly side beginning at the intersection of Florida Road

No Hearing Required

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your Petitioners agree to reserve space for one Crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes.

A motion was made by Selectman DiSilva to accept and approve the petition of NStar Electric Company dba Eversource Energy and other Companies for Joint or Identical locations for pole 91/1 on Sudbury Street. Second by Selectman Gavin. Vote 5-0 . Motion approved.

Selectman Kreil commented that this does not mean we accept double poles does it? TA, K. Kevin spoke with Chris Cosby and asked that question. In addition, no it does not mean they will add a double pole.

A motion was made by Selectman DiSilva to accept and approve the petition of NStar Electric Company dba Eversource Energy and other Companies for Joint or Identical locations for pole 57/24 on Main Street. Second by Selectman Egan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the petition of NStar Electric Company dba Eversource Energy and other Companies for Joint or Identical locations for pole 81/5 on Rail Road Street. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the petition of NStar Electric Company dba Eversource Energy and other Companies for Joint or Identical locations for pole 81/6 on Rail Road Street. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the petition of NStar Electric Company dba Eversource Energy and other Companies for Joint or Identical locations for pole 81/7 on Rail Road Street Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve to said poles by NSTAR Electric Company d.b.a. Eversource Energy and by said Verizon New England, Inc. wires and cables necessary for the conduct of their business. All such wires and cables shall be placed at placed at a

height of not less than eighteen feet from the ground at crossings of other ways and at less than fourteen feet from the ground elsewhere. Second by Selectman Gavin. Vote 5-0. Motion approved.

Town Administrator Report

- Economic Development Committee will send a monthly report to BOS
- Home Rule Petition signed by Governor Baker, regarding the Town additional Liquor Licenses.
- Town Planner received a grant from MAPC for zoning purposes
- Rep. Kate Hogan request that you save the date for Maynard Economic Development Tour with MA. Housing & Economic Development Secretary Jay Ash, on Tuesday, May 24, 2016 at 9:00 am. This two-hour tour will be an excellent opportunity to show case our development downtown including mill renovation, Cross town transportation, and housing. A detailed invitation will follow soon. If you have any questions, please do not hesitate to reach out to our office.
- Town / School Employee Benefit Fair at Fowler School Tuesday, May 10, 2016 from 1 to 5:00 pm
- Working with Andrew, Bill Nemser, and myself on a priority list of work and staff for the next few months.
- Emerson Hospital is looking for space here in Maynard. They want to open a clinic. Andrew asked if Board would work with Capital Group to see if they might have plans to add this to their plans for this urgent care facility.

Chair Report

- School issue
- Fire Station, FinCom did vote to move forward with this project. Solution, vision and with the Board of Selectmen support. We need Committee via a working group, Ad-Hoc. Cost and review

Board Member Reports

Selectman Egan; none

Selectmen Donovan; none

Selectman Kreil; none

Selectman Gavin

- Fire Station, Questions, What the plans could and might be a Global discussion. FUNDING, Locations, AD-Hoc Committee

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

Executive Session: To deliberate upon strategy with respect to litigation, collective bargaining & negotiation with non-union personnel.

Roll Call;

Gavin	Yea
Egan	Yes
DiSilva	Yea
Donovan	Yea
Kreil	Yea

After the Executive Session, the meeting will not reconvene.

Time: 10:00 pm

Approved: _____

Date:

Selectman, Jason Kreil, Clerk

Initials: BJM



Maynard Golf Course
 50 Brown Street
 Maynard, MA 01754
 Tel: (978) 637-2268 / Fax: (978) 637-2269

Report for Maynard Board of Selectmen
Summary report from last year's 2015 Operations and some projected plans for 2016
April 5, 2016

Revenue Update - YTD through		December 31, 2015					
Season Passes	2015 =	81,828.50	vs. 2014 =	77,362.00	up	4,466.50	6%
Greens Fees	2015 =	277,720.18	vs. 2014 =	223,716.26	up	54,003.92	24%
Golf Carts	2015 =	62,143.06	vs. 2014 =	46,150.01	up	15,993.05	35%
Food*	2015 =	48,455.31	vs. 2014 =	36,151.79	up	12,303.52	34%
Liquor	2015 =	72,262.90	vs. 2014 =	55,266.78	up	16,996.12	31%
Function	2015 =	25,366.70	vs. 2014 =	25,440.92	down	(74.22)	0%

*Food sales: Caterer's food = \$31,466.87 SGM's food (snacks, beverages, etc.) = \$16,988.44

Business - 2012 13,001 Rounds
 2013 14,311 Rounds +1,310 rounds +10%
 2014 17,577 Rounds +3,266 rounds +23%
 2015 21,981 Rounds +4,404 rounds +25%
Total rounds growth over four years = 8,980 rounds, or +70%

Season Passes –

Our Season Passes, which essentially are prepaid greens fees and allow unlimited golf based on the type purchased break down like this, 42% from Maynard, 14% from Acton, 12% from Concord, 8 % from Sudbury and 9% from other Towns. In 2015 we had 126 total season pass holders, this includes all adults, juniors, students and juniors included under family memberships. In 2014 we had 113 total season pass holders, this includes all adults, juniors, students and juniors included under family memberships.



Maynard Golf Course
50 Brown Street
Maynard, MA 01754
Tel: (978) 637-2268 / Fax: (978) 637-2269

Capital Improvements Accomplished:

- Moved the gas storage tank from the 8th hole to the maintenance building.
- Completed a clubhouse interior improvement project, including painting, décor, artwork, fireplace, etc.
- Rebuilt and enlarged tees on 2nd and 8th holes.
- Plus HVAC improvements, and pump station improvements.

2016 Improvement Plans:

- Clubhouse – Improved and expanded customer service entry areas, improved entrance to COA and ladies bathrooms.
- Expand the 7th tee complex.
- Resurface all the cart paths.
- Replace partial of the fence along the left side of the 9th tee.
- Stump grinding – plans are progressing to grind the stumps from the trees removed this past fall, along with some old stumps throughout the course.
- Furure – bunker improvements.

Kitchen/Function – Working on expanded hours and consistent hours for this summer's golf season.

Grounds – The course came through the winter in great shape –

Greens, tees, fairways continue improving overall conditions.

Winter work – we completed some tree and brush clearing around the 3rd tee, 4th tee and the left of the 5th green to open up sunshine and air to improve the conditions of those tees and greens.

Golf Carts – we just received ten new carts in to expand the fleet to 30 cars, and improve the overall golfer experience.

Survey – Verbal presentation of results of the customer survey that was completed a few weeks ago.

Copy of Customer Survey Summary
Provided by Joanne Sheehan

MAYNARD GOLF COURSE 2016

4/5/16

SURVEY SUMMARY

The Town of Maynard along with Sterling Golf Management commissioned a satisfaction survey in March 2016. This summary provides the feedback obtained from more than 200 respondents of the 1,200 in the Sterling/Maynard database. The survey included two sections (1) rating system based on a scale of 1 – 5 with 1 being the lowest rating and 5 being the top rating of extremely satisfied along with the option of N/A. (2) open ended questions allowing for written responses.

Responders were allowed the option to remain anonymous and the demographics show that just over 30% reside in Maynard,

INSERT PIE CHART

The Maynard Golf Course managed by Sterling received an overall rating of 4+ which equates to very good in the areas of pricing, course maintenance, function hall appearance, food quality and customer service. The painting of the function hall along with the enhancement of the fire place were rated the most favorable renovation. Addition of the deck was cited as another positive for the function hall while the restrooms and lack of locker rooms were seen as negatives. 45% opted for N/A when it pertained to food services. This could indicate the need for additional marketing to the golfers for increased food sales. The food was rated above average by 65% of respondents along with excellent customer service.

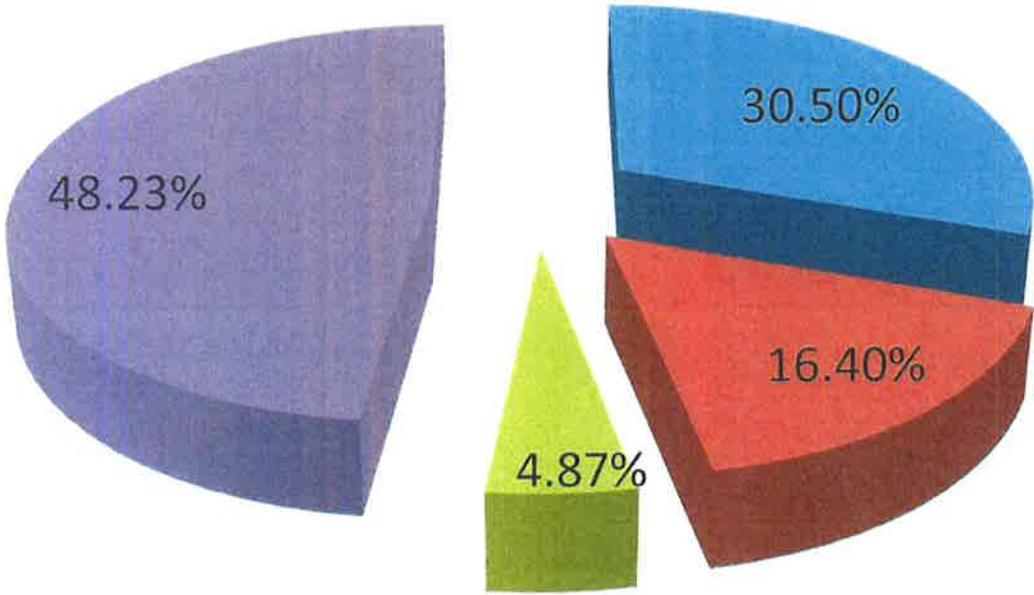
New tee boxes and the constant attention of the hard working grounds crew toward the greens and fairways on continuous improvements to the course all received positive comments. Suggestions for improvements on the course were varied and included needed attention to the sand trap bunkers and cart paths, elimination of goose droppings, additional water stations, improve pace of play and questioning the removal of the number of trees. Most realized that the pace of play is a result of the increased numbers of participants.

Overall results were extremely positive with individuals noting that this is a course that people would bring friends and family members to. A copy of the survey and complete results are attached.

Golfer Home Towns

Maynard	30.50%
Acton	16.40%
Stow	4.87%
Other	48.23%

Where our golfers reside



■ Maynard ■ Acton ■ Stow ■ Other

Maynard Golf Course Survey Results Summary

What Community are you from ?

48.20% OTHER
 30.50% MAYNARD
 16.40% ACTON
 4.90% STOW

TOP
 2nd

QUESTION	# respond	LOWEST			HIGHEST	
		1	2	3	4	5
Tee time system	193	12	5	16	64	96
Cart availability	150	9	7	15	41	78
Quality fairways	210	9	13	61	86	41
Quality greens	210	10	11	55	85	49
Quality tees	212	13	36	68	75	18
Price greens fees	202	11	7	44	59	81
Price carts	145	10	11	40	45	39
Water stations	192	17	26	75	50	24
Web site	178	8	18	43	65	44
Customer service pro shop	202	12	5	16	62	107
Customer service bar	164	10	6	5	65	78
Customer service kitchen	113	8	6	16	41	42
Food quality	112	8	8	25	53	18
Function hall appearance	167	6	10	24	65	62
Function rental price	43	4	4	7	15	13
Bathrooms	189	8	23	52	74	32
Overall rating	206	8	8	32	92	66