



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, May 17, 2016  
Room 201, Town Hall  
Time: 7:00 pm**

**Present: Chairman, Chris DiSilva, Selectman Jason Kreil, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, and Administrative Assistant Becky Mosca. Selectman David Gavin arrived at 8:10 pm**

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

**Public Comments:** Theresa Herring 28 George Road, complaint about 2 Rice Road, issue with four trailers on property. Ms Herring indicated that she found eBay advertisement for sale of old trailers and parts. Theresa does not believe the neighborhood is currently zoned for campground or trailer park use. In addition, these trailers are an eyesore, they are in disrepair and appear to be very unstable and unsafe. Ms Herring provided pictures of trailers and eBay advertisement. Had copy of the Town By-Laws for JUNK Dealers license. Owner is not a holder of this type of license.

**Acceptance of Minutes, April 19, May 4 2016**

**A motion was made by** Selectman DiSilva to approve the minutes of April 19, 2016 as shown. Second by Selectman Egan. Vote 3-0-1 (Selectman Kreil abstained). Motion approved.

**A motion was made by** Selectman DiSilva to approve the minutes of May 4, 2016 as amended. Second by Selectman Donovan. Vote 4-0. Motion approved.

**List of Correspondences (mail to the Selectmen's Office for May 17, 2016). A-hh**

**A motion was made by** Selectman DiSilva to accept the list of correspondences **A-hh** as amended. Second by Selectman Kreil. Vote 4-0. Motion approved.

**Consent Agenda**

- a) Repeat, maynard Public Library, sponsor free concert at Memorial Park, August 4, 2016
- b) Repeat, Brooks Street Block Party, June 25, 2016 from 3pm – 8pm
- c) Repeat, Annual Memorial Day Parade, Monday, May 30, 2016

**A motion was made** by Selectman DiSilva to accept and approve the consent as shown. Second by Selectman Donovan. Vote 4-0. Motion approved

**Cemetery Deeds:** # 2027 and #2018

**A motion was made** by Selectman DiSilva to accept and approve Deed # 2027 and Deed 2028 as shown. Second by Selectman Kreil. Vote 4-0. Motion approved.

**Special Permits: Maynard Lodge of Elks – Corn Hole Tournament, Relay for Life Benefit, July 9, 2016 11:00 am thru 9:00 pm**

Flo Huminik – Elks Manager, spoke on behalf of the Maynard Lodge of Elks, event will take place on the far right hand side of the parking lot. Beer & Wine only. Will have TIPS certified servers. Alcohol to be served in area with restricted access.

**A motion was made** by Selectman DiSilva to accept and approve the special permit for Maynard Lodge of Elks – Corn Hole Tournament, Relay for Life benefit, July 9, 2016 11:00 am thru 9:00 pm 34 Powder Mill Road. Second by Selectman Donovan. Vote 4-0. Motion approved.

**7:15 pm Public Hearing:** Wine & Malt application for 39A Main Street – Package Store. Owner, George Drizos.

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138, as amended that a Public Hearing will be held May 17, 2016 at 7:15 P.M. in Room 201 of the Maynard Town Building on the application of new license as Package Store, Wine and Malt for Maynard Convenience LLC d/b/a, Maynard Convenience 39A Main Street, Maynard, MA. Copy of application is on file in the Office of the Selectman

**Questions from Board;**

J, Kreil, Have you ever worked at a store before. G. Drizos, No, but Dad will help out at store.

T. Donovan, Do you know that a large full liquor store is across the street. G. Drizos, yes, but we will have special Greek beers/wines and our local brewed beers.

**A motion was made** by Selectman DiSilva to accept and approved the application for Wine & Malt package store located at 39A Main Street to George Drizos for Maynard Convenience Store. Second by Selectman Egan. Vote 2-2. Does not pass.

Comments from Board;

T. Donovan; No business plan and a bad location

T. Egan; Plan does not fit.

C. DiSilva; you can bring this back at another time if you have a better plan.

**A motion was made** by Selectman DiSilva to close hearing at **7:32 pm**. Second by Selectman Donovan. Motion approved.

**Interview and Appointment** – Recreation Commission; Denise Walsh  
Term June 30 2017 – Peter Falzone.

Comments from P. Falzone, it has been hard to get new members on the recreation commission. Denise Walsh is great with the basketball programing. Wendy from the Boys & Girls Club said it is too much work for her to handle the basketball program. Denise plans to work with lower grades to develop a program.

**A motion was made by** Selectman DiSilva to accept and approve the Recreation Commission appointment for Denise Walsh term June 30 2017. Second by Selectman Donovan. Vote 4-0 Motion approved.

**Water Abatements Appeal to Board: Keith Mercer 4 Dartmouth Ct.**

K. Mercer sent letter to BOS to appeal his large. Acting DPW, Aaron Miklosko explained the mix up on this bill as it was tied to another address. This has all been fixed. Single water/sewer bill converted to a condominium unit.

Board thanked A. Miklosko for his sound explanation to this issue.

**A motion was made by** Selectman DiSilva to accept and approve the abatement for bill I.D. #. \$397.40. Second by Selectman Donovan. Vote 4-0. Motion approved.

**Mill & Main Address Change Proposal**

HOLD until another meeting.

**Water/Sewer Rate Discussion: Toby Fedder, P.E. – Woodard & Curran**

Discussion with Toby Fedder and Jessica Richard regarding recommendations for FY17 W/S rates Per Senior Discount – Town didn't collect around \$160,000.00

7/8 years of Town not changing to recommended rates.

Rates that were recommended last year was not implemented until 3<sup>rd</sup> quarter and it was a split rate, which Town of Maynard ended with Shortfall in funds.

Town of Maynard water rate is still ok.

Town of Maynard sewer does need increase 3.5% this is directly related to the indirect costs?

City of Brookline has a policy for Eligible Seniors to receive the Water ~ Sewer discount. Requests Maynard to review and make a policy for eligibility for seniors.

T. Donovan, example of Brookline policy, are their many towns without a policy or one like Maynard's? T. Fedder - No it's most like Brookline's under the 17D and 41C.

C. DiSilva so currently we do not follow a policy and we just give to anyone at age 65? T. Fedder, if Maynard stays with the current plan Maynard falls behind.

Note: Selectman Gavin arrived at 8:10 pm

**Water/Sewer Fee Discussion**

Follow up discussion from prior presentation whether Board wants to accept any or all the proposed one-time fees for water and sewer related services

C. DiSilva requests all the numbers for next meeting so the board can review and make discuss the water and sewer proposal from our Consultant, Water and sewer Fees and senior eligibility policy.

We have 584 senior that are now in the program for discount.

Gavin - So if we change back up to age 70 with 17D and 41C Property Tax Exemptions. This will make a difference for Town of Maynard.

### **Level 1 Water Use Restrictions Approval**

**A motion was made by** Selectman DiSilva to accept and approve the Special Condition 8 of the Massachusetts Water Management Acts permits (MGL C 21G) that the Town of Maynard is required to implement a Non-essential Outdoor Water Use and enforce the required restrictions starting May 1, 2016 through October 1, 2016. Second by Selectman Kreil. Vote 5-0. Motion approved.

T. Sweet this is consistent with the annual level 1 water use restrictions. Restrictions are listed on the town website.

### **Ratification of IAFF Local 1947 Firefighters Agreement**

TA, K. Sweet

- A major concession we received from the union was the removal of job descriptions from the contract.
- The new contract eliminates the educational incentive for credits only and lowers the incentive for Associates Degrees from 15% to 10% while raising the incentive for Bachelor's Degrees to 20% in the last year of the contract. This places the fire service educational incentive closer to the long established police service Quinn Bill.
- Substantial re-write of the promotion process giving the Chief more control over staffing.
- This contract resolves the issues the Union had when the Town established the civilian Dispatch.
- This contract also makes the health insurance opt-out consistent with the rest of the Town contracts and non-contract employees, with about a 50% cost savings versus the previous language. The Town has held the EMT stipend flat, no increase.
- The Union chose not to take stipends at this time, saving the Town about \$7000 per year.
- Finally, this contract provides the following cost of living adjustments (COLAs)
  - FY16 – 2.5%
  - FY17 – 1.5%
  - FY18- 2.0%
 Average of 2% a year with total of 6%

**A motion was made by** Selectman DiSilva to accept and approve the Collective Bargaining Agreement between the Town of Maynard and the Maynard Permanent Firefighters Associations IAFF Local 1947 from July 1, 2015 to June 30, 2018. Second by Selectman Gavin. Vote 5-0. Motion approved.

C. DiSilva,

Salary for a Fire Fighter – and Steps (step 1, 2 and 3)

Hours for a Fire Fighter – FF work a 24-hour shift. It is based on a 42-hour workweek.

Therefore, this is the same contract we have since the last few rounds. TA, K. Sweet, yes.

**Interview and Appointment:** Director of Public Works

TA, K. Sweet recommendation for Aaron I Miklosko for the Director of Public Works – attachment to minutes.

Comments from Board,

T. Donovan – has worked with and seen work from Aaron on projects around town. (Golf Course and Coolidge School).

T. Egan; strongly in favor of Aaron for this role. Lives in Maynard.

D. Gavin, echo other comments regarding Aaron for this role.

Aaron Miklosko has worked with DPW on a variety of projects around town, street lighting projects, cemetery project, which has helped built a relationship with DPW.

Has some improvement ideas. Customer service, DPW represent our Town and be accountable.

Daily meetings – on site or at projects.

Build department make it better

Ideas and input from DPW group

Upgrade department with some opportunities

D. Gavin, in favor of the Customer Service. Summary on the water abatement made it very clear to use that you understand the issue. So thank you.

J. Kreil, concerns with workload.

Time commitment – Better department – Facility – Water Challenges – Use resources available hopefully not over welled.

C. DiSilva, echoes that you are the right person to take over this position fully support Aaron in this role. Very good.

**A motion was made by** Selectman DiSilva to appoint Aaron I Miklosko as the Director of Public Works for an indefinite term effective July 1, 2016 and furthermore authorize the Town Administrator to negotiate a 3-year employment agreement for BOS review and ratification. Second by Selectman Egan. Vote 5-0. Motion approved.

**A motion was made by** Selectman DiSilva to appoint Aaron Miklosko as the Tree Warden for an indefinite term effective May 18, 2016. Second by Selectman Egan. Vote 5-0. Motion approved.

### **Town Administrator Report**

Thursday May 26 MAPC is sponsoring a Street Improvement Community Workshop at Library, 5:30 – 8:30 PM (refreshments beginning at 5pm). Designed as prelude to Complete Streets initiative including grants, intended to be an educational forum and to gather public input.

129 Parker Street Concept Plan PB hearing continued to Wednesday June 1 in BOS Room 7pm

109 Powdermill approved for additional storage units in back property – approx. 30kSF of new units.

Future meeting to continue talking about building interest in leasing space in Coolidge School. As roof leaks have been addressed, cosmetic upgrades are feasible for certain uses.

- Bathrooms upgrade will be biggest hurdle, establishing costs later this week. Is BOS in support, generally? Extra revenue will create a surplus based on current expenses and license payments from the food parties.

Secretary Ash is in town next Tuesday, May 24, 2016 morning at Mill and Main

Conservation / Asst. Planning position posted and 10 resumes received to date. Closes June 8<sup>th</sup>

**Chair Report;**

Sent Board a letter from resident, K. Fox regarding issue at Mill & Main (Saracen). We need to talk with folks from Saracen, please set something up. We have had emails from neighbors on the noise issue from the roof vents. K. Sweet has a meeting on 5/19 with Richard Casner at Saracen. Town Meeting issue, direct response at Town Meeting from resident regarding the budget process concern – where Budget took a turn – about the School Budget. Request a meeting with Super. B. Gerardi and Chair of School Committee to clear air and get the facts straight.

**Board Member Reports**

**Selectman Egan;**

none

**Selectmen Donovan;**

none

**Selectman Gavin;**

Finance Committee had no knowledge that the School was not happy with the budget. Agreed it is not good for the relationship. We need everyone on the same page.

**Selectman Kreil;**

Is it the intention of the next meeting (BOS) to discuss the rates for water & sewer plus the senior discount on May 31, 2016 – K. Sweet yes. Then on June 7, 2016 set the rates for water & sewer.

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

Time: 9:00 pm

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

Date:

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

Initials: BJM



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**Kevin A. Sweet**  
Town Administrator

**Andrew Scribner-MacLean**  
Assistant Town Administrator

**MEMORANDUM**

**To:** Board of Selectmen  
**From:** Kevin Sweet, Town Administrator  
**Date:** May 17, 2016  
**Re:** **Director of Public Works**

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I am pleased to support and recommend to the Board of Selectmen the appointment of Aaron Miklosko as the Director of Public Works. Aaron has served as the Acting Director of Public Works since April 29<sup>th</sup> and has done an exceptional job stepping in and managing the Department. He has received tremendous support from department staff and town-wide for the permanent position. I continue to have no reservations about Aaron's ability to effectively manage and bring the Department of Public Works to the next level.

I have had the privilege of working with Aaron for over a year and over that time he has consistently performed his duties with competence and has made significant contributions in each assignment he has been tasked with. He is a qualified candidate and accomplished leader comfortable working with the public, local businesses, elected officials, committee members, and government leaders at all levels. In the short term as Acting Director he has displayed strong management and leadership attributes in this role.

Aaron brings a background in project management, operations, personnel management, budgeting, quality, safety, facilities/maintenance oversight and various skills important to a successful career in this position. He has significant experience in developing Standard Operating Procedures (SOPs), Operations and Maintenance (O&M) Plans and process controls. He has directly supervised over 25 unionized employees and has served as a member of various Joint Labor Relations Committees. Aaron holds a Master of Science in Management. He is Lean Six Sigma – Green Belt Certified and has completed the Massachusetts Certified Public Purchasing Official Program for Public Contracting Overview and Design & Construction Contracting.

Aaron Miklosko has my complete support for appointment as the Director of Public Works. He will bring credit to himself and to the Department.

*Respectfully Submitted:*  
Kevin A Sweet  
Town Administrator