



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, September 5, 2017**

**Room 201, Town Hall**

**Time: 7:00 pm**

**Present: Chairman Chris DiSilva, Selectman Terrence Donovan, Selectman David Gavin, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca. Absent, Selectman Melissa Levine-Piro,**

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

**Public Comments:** Vic Tomyl wanted to know if residents that want to be on volunteer boards and committees if they are registered voters. TA, Kevin said it is not a state requirement.

**Acceptance of Minutes:** August 15, 2017 – **Hold until September 19, 2017**

**List of Correspondences (mail to the Selectmen's Office for September 5, 2017). A- M.**

**A motion was made** by Selectman DiSilva to accept the list of correspondences as shown A thru M Second by Selectman. Vote 3-0. Motion approved.

Selectman Gavin commented about Item A in correspondence the letter from the Cons Com. A resident from across the river made the complaint. Since that time, the parties have meet and are working out the issues.

Selectman Donovan commented about Item I correspondence regarding the Town Road work. Did Town notify the residents that it would effect.

Selectman DiSilva commented about Item K correspondence regarding the School Chapter 70 funding. Please add as a regular agenda item at our next meeting so we can discuss.

**Consent Agenda**

A) One-Day Liquor License: Frank Dzerkacz ( Pleasant Café) – 10/07/17

**A motion was made** Selectman DiSilva to accept and approve the consent agenda as shown. Seconded by Selectman Donovan. Vote 3-0 motion approved.

### **Board Opening**

A. Planning Board Request to change from Alternate to Full Board Member

**A motion was made** Selectman DiSilva to accept and approve Megan Zammuto from Alternate to Full Planning Board member with a term ending June 30, 2020. Seconded by Selectman Gavin. Vote 3-0. motion approved.

Selectman Gavin asked Megan what her take away was from her experience regarding the 129 Planning Board decision. Megan commented that the support was so over whelming from the Special Town meeting that that helped a part of the decision for her.

### **One-Day Liquor License –**

A. One Day Liquor License – Cat Rescue of Marlborough and Hudson

**A motion was made** Selectman DiSilva to accept and approve the One-Day Liquor License to sell Beer & Wine for the Cat Rescue of Marlborough and Hudson. Event at Fine Arts Theatre 19 Summer Street Maynard, MA. License # ODL-Cat Rescue -09-16-2017, September 16, 2017 from 6:30 noon to 9:30 pm. Seconded by Selectman Donovan. Vote 3-0 motion approved.

### **Business Environment Enhancement Program (BEEP Grant Application**

A. Traditional Awning Project: Bill Nemser, EDC member.

**A motion was made** Selectman DiSilva to authorize the Town Administrator to review and approve the expenditure of funds up to \$1418.00 from the Downtown Enhancement Fund for the submitted BEEP Application for traditional awning as shown. Seconded by Selectman Donovan. Vote 3-0 motion approved.

Selectman Gavin commented about the awning that it would have the name of the business on the awning. Bill Nemser good question, commented about the signage façade that town does have bylaw to follow. In the past EDC has approved a couple of other façade and signage

### **Department Presentation – Discussion – Overview of work**

Maynard Inspectional Services – Office of Municipal Services

Andrew Scribner-MacLean, ATA serve as the Executive Director of Municipal Services.

Covers Building permitting, inspectional services and public health

Richard Asmann Building Commissioner, only full time employee conducting inspections

Guided by codes and polices issued by Federal ADA and other laws.

Building Permitting, plans review zoning phased inspections and Occupancy certification and all other phases zoning interpretation and enforcement.

Inspectors provide integral public safety oversight for electrical, gas, plumbing, sealer of weights & measures

Health and food public health function by inspecting, commercial kitchens and food retailers

And coordinating mosquito control, flu clinics, and other public health programming via the board of health

Sel. Donovan, asked about appointments – how should residents handle projects. R. Asmann said by pre consultation via homeowner or contractor with building inspector.

Sel. Gavin remarked about Town getting the new software about 7 years ago and how consolidating permits to one general area was a big help to customers.

### **Proposed Fee Changes for Municipal Services**

Andrew Scribner-MacLean, ATA

Increasing two to three times on the fees.

Cost for water heater is going down per the request of the inspector.

Currently Town collects no admin fees but in the future will charge a \$15.00 per permit if approved.

Sel. DiSilva, the statement that you gave regarding doubling of fees does not add up. Per the list only two are in that range and one is less than.

Sel. Gavin, What do other Towns charge for their fees? I do not feel comfortable with changing fee on same night that we see the information.

Mr. Coleman, Any reason why we cannot raise our fees in advance of the sealer yearly billing in January. K. Sweet towns cannot over charge for fees.

Board not ready to move on motion – Bring back to next meeting 9/19/17.

### **Consideration of Sale of Land**

Andrew Scribner-MacLean, ATA

Comment; The Quirk group wants to know if they can use the past article from Town Meeting (STM) Article 7 to sell them land behind the 124 Acton Street property. We have legal checking to see if this is still valid.

Board requests more details, maps parcel and any other information before they make any decisions.

### **Town Administrator Report**

As shown

Email received from Chris Sweeney, Maynard Police Detective on 9/5/17 regarding the Oktoberfest License. Request to stay open up to one hour later on Friday, September 22, 2017.

**A motion was made** Selectman DiSilva to amend the Entertainment License for the Oktoberfest on September 22, 2017 until 11:30 pm at Mill and Main. Seconded by Selectman Donovan. Vote 3-0 motion approved.

**Chair Report;** Reminded folks about the Meet the Candidates Night presented by the Assabet Valley Chamber of Commerce on Wednesday, September 6, 2017 at 7:00 pm Maynard HS Auditorium.

**Board Member Reports**

**Selectman Levine-Piro:** Absent

**Selectman Gavin:** requests a copy of the 129 Parker Street Decision  
When is the Memorial Park renovation starting? KS said the grant did not come thru for the Town.  
Town has resubmitted the grant to see if we can make the next round if anyone backs out of grant.  
Development Agreement for the Rail Trail – What items are on the punch list, signage and walkways?

**Selectmen Donovan:** Rail Trail – Closed off portion on Concord Street is the contractor still working. KS said we do not have a current update. T. Donovan has asked for the Name and phone number so he can call for update.  
Candidates running for open Selectman seat, Good Luck but noticing their sign are up on Public Property. DPW and Police notified and will remove and add to trash.

**A motion** to adjourn the meeting was made by Selectman DiSilva. Seconded by Selectman Gavin.  
Vote 3-0 motion approved

Meeting ended at 8:40 pm

Approved: 9/19/17  
Date:

  
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Selectman, Melissa Levine-Piro, Clerk

Initials: BJM