



AGENDA
Maynard Board of Selectmen's Meeting
October 30, 2012
Town Building—Michael J. Gianotis Meeting Room (No. 201)
Regular Meeting Time: 7:00 pm

(All public meetings may be recorded, broadcast and or videotaped)

1. Call to order (7:00)
2. Pledge of Allegiance
3. Public Discussion
4. Acceptance of Minutes – October 16, 2012
5. Correspondence
 - a.) COA Monthly Report Sept. 2012
 - b.) Municipal Services Monthly Report Sept. 2012
 - c.) Town Clerk, State Election November 6, 2012
 - d.) DPW Monthly Report Sept 2012
 - e.) Email from Daniel Stuart dated 10/16/12
 - f.) MBA Meeting Minutes
 - g.) Posting cancelled for Planning Board

h.) Posting for meeting, MGCC

i.) Incident Report – Halfway Cafe

6. Junk Dealer License – Summer Street Fine Consign

7. AECOM Traffic Study Dennis Flynn (7:10)

8. Appointment interviews:

- Joshua Philbrook, Capital Planning Committee
- John Biliello Capital Planning Committee
- Kevin Calzia Planning Board

9. Assessors: Request for Fee change

10. Fiscal Year 2014 Budget Discussion

11. Memorial Gymnasium Update

12. Winter Parking Regulations

13. Board and Town Administrator Goals (Chair Capello)

14. Town Administrator's Report (8:10)

15. Old/New Business

16. Chairman's Report

17. Adjourn (9:15)

Submitted

Michael J. Sullivan

Town Administrator, Maynard

Next Meeting, November 13, 2012

- **Tax Classification Hearing**
- **Maynard Country Club, Sterling Management**
- **129 Parker Street Development Update**



Draft minutes for October 16, 2012

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, October 16, 2012

Room 201, Town Hall

Time: 7:30 pm

Present: Chairman Dawn Capello, Selectman Brendon Chetwynd, Selectman David Gavin, Selectman Mick Hurrey, Town Administrator, Michael Sullivan and Becky Mosca. **Absent,** Selectman James Buscemi.

Pledge of Allegiance

Public Discussion: Several Maynard residents attended the meeting to gain an understanding as they had heard rumors regarding future use of the 129 Parker Street Complex. After listening to their concerns, Chairman Capello stated that it is early in the project and no plans for the property have been presented to the Town. She urged them to attend Planning Board Meetings, become part of the process, and keep informed via the Town's website.

Motion made by Selectman Chetwynd to approve the minute for the October 2, 2012 meeting. Second by Selectman Hurrey. Vote 4 - 0. **Motion approved.**

List of Correspondences

- a) Maynard Rotary Club letter dated Oct. 1, 2012 Theme for Parade, Forest Friends.
- b) DPW, monthly report September 2012
- c) Fire Department, monthly report Sept. 2012
- d) Town Clerk, oath of office list dated 10/2/12
- e) Town Clerk, monthly report Sept. 2012
- f) Planning Board posting dated 10/2/12

Draft minutes for October 16, 2012

- g) Star Custom Framers and Gallery, Iris Lee Marcus
 - h) List of Unaccepted Roadways
 - i) Downtown Trick or Treats, Oct 25, 2012 (4 - 6 pm)
 - j) Email from Mike Chambers, reviewed Veterans Housing, CPC
 - k) DRAFT, minutes from MSBA 9/12/12
 - l) Letter, Peter Morgan, dated Oct 9, 2012
 - m) Letter, to Assessor, Angela Marrama, dated July 1, 2012
- (MCCRET)
- n) Planner, Bi-Monthly Report May/June 2012
 - o) Warrant, STM OCTOBER 16, 2012
 - p) Library, monthly report for Sept. 2012
 - q) Rep. Kate Hogan letter, dated Oct. 5, 2012 small business forum

Motion made by Selectman Chetwynd to approve the list of correspondences as shown. Second by Selectman Hurrey. Vote 4 - 0. **Motion approved.**

Consent Agenda

- a) Re-appointment, Leslie Bryant Board of Appeals
- b) Special permit: Maynard Veterans Council, Parade Nov. 11, 2012

Motion made by Selectman Chetwynd to approve the consent items as shown. Second by Selectman Hurrey. Vote 4 - 0. **Motion approved.**

Appointment

Motion made by Selectman Hurrey to approve the appointment of Diane Dahill to the Community Preservation Committee for a term to expire June 30, 2015. Second by Selectman Chetwynd. Vote 4 - 0. **Motion approved.**

Junk Dealer's License

Motion made by Selectman Chetwynd to approve a Junk Dealer's License for Denise Boucher at 20 Main Street. License to expire May 1, 2013. Second by Selectman Gavin. Vote 4 -0. **Motion approved.**

Public Hearing

Notice is hereby given, in accordance with Massachusetts General Laws Chapter 138, as amended, that a Postponed Public Hearing will be held on Tuesday, October 16, 2012 at 8:30 p.m. in the Meeting Room (No. 201) of Maynard Town Building on an application for a Change of Manager from Nakorn Thai, Inc. dba Siam Village at 98 Main Street Maynard. A copy of the application is on file in the Municipal Services Licenses Division.

Motion made by Selectman Hurrey to approve the change of manager at Siam Village 98 Main Street Maynard, MA. Second by Selectman Gavin. Vote 4 - 0.

Motion approved.

Updates on Job Postings

- Lori Blanchard assumed the position of Town Accountant on October 22, 2012.
- DPW Superintendent Position qualifications are in process prior to posting.

Town Administrator's Report

- 129 Parker Street
- Bartholomew Trust
- Clock Tower Place
- Maynard Lights, holiday lights
- Telephone Lines
- Signalized Intersections
- Health Insurance
- Reo/Coolidge Parks
- Chief Dubois
- Maynardfest/Octoberfest
- LED/Lighting
- Tax hearing scheduled for Nov. 13, 2012
- Glenwood Cemetery
- Residential LED Lighting
- Tree Trimming – Assabet
- Snow plowing/removal rates

Old/New Business

David Gavin

- Meeting at Maynard Golf Course to be held on Oct. 20, 2012.
- DPW's work/improvement at Glenwood Cemetery is significant - looks great.
- New Maynard High School is 46% complete.
- Selectmen to address the winter parking ban at next Selectmen's meeting.

Draft minutes for October 16, 2012

Mick Hurrey

- MSBA Project has a question RE: The number of individuals working within the new Maynard High School?
- Applied for a \$500.00 Grant for the Maynard High School Chemistry Dept.

Brendon Chetwynd

- Moving forward with the Town Charter. Final draft will go to Legal on Oct. 17, 2012, to the Town Clerk in 6 months and Annual Town Meeting in the spring.
- Change in the charter job titles TA/Manager.

Dawn Capello

- Community Center survey return due date Friday, Oct.12, 2012
- Requested a list of openings on Town Committees
- Budget meetings need to be set.
- Planning Board – 1 opening
- ZBA – 1 opening
- FinCom – 1 opening

Reserve Fund Transfer

Motion made by Selectman Gavin to acknowledge the Reserve Fund Transfer to increase Veterans' Benefits by \$32,000.00. Second by Selectman Hurrey. Vote 4 -0.
Motion approved.

Motion made by Selectman Capello to convene an executive session. Second by Selectman Chetwynd.

Roll Call

Selectman Gavin	Yea
Selectman Buscemi	Absent
Selectman Capello	Yea
Mick Hurrey	Yea
Brendon Chetwynd	Yea

After executive session, the meeting will not reconvene on open session.

Vote 4 – 0. **Motion approved.**

Adjourn

Motion made by Selection Capello to adjourn. Second by Selectman Chetwynd.
Vote 4 - 0. **Motion approved.**

Time: 9:00 pm

Draft minutes for October 16, 2012

Approved: _____

Date:

Selectman, Chetwynd, Clerk

Initials: BJM

**Report of (Council on Aging)
For the Month of (September 2012)
Submitted by (Marcia Curren)**

Activity Report

- There was one holiday in September leaving 19 four-hour office work days.
- LRTA – Statistics for August 2012. Prepared and mailed invoices for Aug. 2012
- DOT-EOTC prepared and mailed forms for August.
- Counted van donations, rolled coins, prepared Treasury Transmittal and submitted all to the Treasurer's office.
- Prepared "Schedules of Bills Payable Forms" made photocopies, delivered to Accounting
- Prepared two payroll submittals, made copies, delivered to Treasurer's office. (9/5 and 9/21)
- Prepared with Chairman Agenda for the Oct. 1, COA Meeting
- Prepared Treasurer's reports – Formula Grant and Revolving Account for October COA Meeting
- Tax Work Off: None Tax Work Off Inquiries or Applications
- No SWOP inquiries in September.
- Received and process telephone calls – requests for SHINE Consultant.
- ELDER AFFAIRS: Completed Annual Statistics for EOEA-SGA form and submitted.
- Two round trips to STAPLES (AW & TP) re: computer equipment for COA Secretary.
- Emails to Action Unlimited (2) Announcements regarding COA upcoming meetings and other events.
- Several long, walk-in, appointments Seniors seeking Food Stamps and other services.
- FUEL ASSISTANCE: two or three Seniors brought in Recertification Forms. Assisted by DHull.
- Read and answered emails (3-10 per day) from other COAs, Elder Affairs, and Town Staff.
 - Social Services information telephone inquires were received and assistance and referral (as appropriate) was provided. Some non-seniors have called or visited the office to make inquiries about services which might be available to their senior-aged parent(s) whom they are planning to relocate to Maynard. We have also had inquiries regarding Assisted Living at various levels of services/care and have provided literature, information, and referral to Minuteman Senior Services for more detailed information than we can provide. The COA does not make referrals to specific assisted living sites.
 - Durable goods: Our inventory fluctuates, but in general we are able to provide requested durable goods. Occasionally we borrow some equipment from the Acton COA. The Dispatcher delivers some of these items to the citizens in need and Alternate Driver assists as needed. This is an on-going event.
 - Requests for Financial Assistance: Activities continue as in prior reports, but volume varies. All such requests are referred to appropriate agencies. The COA does not provide cash assistance to anyone. Some requests are handled by D. Hull via his association with the Salvation Army.
 - SENIOR CENTER activities continue daily with crafts, card games, weekly chair exercises and a sing-along with RH at the piano, monthly visits by Alex Thayer, of IOOk Optical for eyeglass frame adjustments and by Rep. Kate Hogan for a legislative update

followed by a question and answer session and tea. Lately the use of the computers for card games, exploring the world wide web and sending and receiving emails has become very popular. RH has two Senior Students for beginner piano lessons on Mondays and Tuesdays.. Jigsaw puzzles, sewing machines and books are always available. Several dedicated volunteers dust and vacuum the Center as needed.

- The DROP-IN: Weekly Tuesday morning activities continued. The facility usage fee and the stipend for the Drop-In Manager are funded by the Formula Grant from the Executive Office of Elder Affairs. Volunteers are fully involved with the activities, serving the lunches, and the kitchen clean up. There is a \$2.00 fee each for the luncheon which is prepared by a caterer.
- - Line Dance lessons for FY 12 ended in May 2012, will resume in October 2012.

OFFICE STATISTICS FOR September 2012:

495 telephone calls

39 office visits

VAN STATISTICS for September, 1,880 miles driven Ford van.

513 passenger trips. End of month mileage on Ford van 77,714.

COMMENTS

Emails, telephone calls and record keeping for TransAction group regarding the local transportation system study. GPS ws been installed in Ford Van, will collect data for August and September; redacted van schedules being prepared for Michelle Brooks for those months. A meeting was held in the CTP parking garage with the Secretary of Transportation and many other principals involved in the Regional Transportation study.

One or two meeting with Chairman and/or Treasurer of COA regarding MCLCC, and other matters.



TOWN OF MAYNARD
Office of Municipal Services
MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1302 Fax: 978-897-8489
www.townofmaynard-ma.gov

Kevin A. Sweet
Assistant Town Administrator
Executive Director

Board of Health
Conservation Commission

Building & Inspections
Licensing

Board of Appeals
Planning Board

TO: Board of Selectmen
FROM: Kevin Sweet, Assistant Town Administrator/Executive Director
DATE: October 4, 2012
RE: Monthly Report –September 2012

ADMINISTRATION

- ATA standing meetings/updates with TA
- Municipal Services staff meetings/updates
- ATA continues to work on the routine assignments that we deal with on a daily/weekly basis
- Organized several vendor demonstrations for electronic permitting/inspection systems
- ATA attended monthly MMMA Young Managers Exchange (YME)
- ATA attended NSTAR Emergency Response Plan meeting at Southborough facility
- ATA attended MMMA Boot Camp for Town Managers/Administrators

PUBLIC HEALTH DIVISION

- Granted 1 Temporary Food Event Permit (Maynard Fest) and 1 Full-Service Food Establishment Permit to new management of Maynard Pizza House, pending receipt of required paperwork, payment and a satisfactory pre-opening inspection.
- Food Inspectional Services – DPH granted Quarterdeck an extension to October 14th to correct noted violations. Regardless, Owner's attendance at October BOH meeting requested.
- Landfill – Received copy of PCU Permit from DEP. Monitoring and maintenance bills are being paid through EPG Solar, except for monthly GP-7 monitoring to establish gas level data trends.
- Emergency Planning – MCC/MRC looking for two new executive committee members. Public Flu Clinic/EDS Drill October 20th from 10:00am to noon. A test activation of the EOC is planned. Senior and Town Employee clinics are scheduled for October 2nd at Town Hall, Union Congregational Church, and Fowler, and will be staffed by Emerson Home Care.

BUILDING AND INSPECTIONS DIVISION

- 54 Permits Issued
- \$561,863.00 in Value of Construction, as compared to \$834,565.00 in August '11
- \$ 6,278.00 collected in Fees, as compared to \$8,726.00 in August '11
- 102 Inspections performed

- State mandated Sheet Metal Permits have added significantly to the number of Building Permits, revenue and my work load.

CONSERVATION DIVISION

- Permits received include 1) home addition at 1 Winter Street and 2) home construction at 3 Burns Court.
- District Court Appearance for appeal of citation for wetland violations at 5 Burns Court. Mr. Mroz accused the town of all kinds of infractions including flooding his property with contaminated runoff, abusive behavior by the Commission, DPW, and the Agent, trumped up charges, causing Mrs. William's heart attack, etc. The magistrate dismissed the citation and advised Mr. Mroz to seek counsel and pursue the charges in a different court of law.
- Completed Chapter 6: Community Vision of the Open Space and Recreation Plan.
- Submitted a preliminary proposal to the Community Preservation Committee for continued open space support.
- Issued an encroachment violation at 29 Dix Road. The property owner called the Agent for removal of a dead tree and during the site visit the agent observed that a shed and fence are located on Conservation property and adjacent to the wetlands.
- Met with prospective buyer of 213 Main Street to discuss plans for two-three unit townhouses for this parcel.
- OARS river clean up was held on September 15th.

PLANNING, ZONING & LICENSING DIVISION

- 216-218 Main Street – Modification of Site Plan – decision filed with Town Clerk September 8, 2012.
- 160 Waltham Street – Application for Site Plan Review filed by EPG Solar to install a Solar Power Generation System located at the landfill at 160 Waltham Street. Decision filed with Town Clerk.
- 65-67 Parker Street – Butler Lumber – Ron Starr owner of the property filed an application for Site Plan Review. Decision filed with Town Clerk.
- 65-67 Parker Street, Butler Lumber, the owner Ron Starr filed application for a Special Permit to allow for construction of a two story warehouse. Decision pending.
- Gene Naddeo – 11 Mockingbird Lane – Planning Board reviewed a new application and determined that this application includes substantial differences and Mr. Naddeo can return to the Zoning Board of Appeals for review on October 27, 2012.
- Marfran Realty Trust – Frank Dentino and Martin Maria, Trustees, owners and applicants filed an application for a Special Permit to allow for a trade shop, for the owner who lives or maintains a home on the premises or building thereon in connection with his trade. Decision filed with Town Clerk.
- Shore Avenue – At their October 1, 2012 meeting, the Planning Board recommended that right of way is suitable for acceptance as a public way.
- 1A & B Walcott Street – Homeowner request to extend the pre-existing, non-conformity of her home. A Zoning Board of Appeals hearing is scheduled for October 22, 2012.
- 25 Glendale Street – Owner request to re-establish a discontinued non-conforming commercial use of property. Zoning Board of Appeals hearing is scheduled for October 22, 2012.
- Thai Chilli Liquor License Transfer with ABCC to new management, renamed “Thai Chilli House” is now pending decision from the ABCC.
- Mike's Liquors Liquor License Transferred to Thai Sura-Merai LLC d/b/a Merai Liquors.
- Siam Village Liquor License Manager Change Request received October 1, 2012.



TOWN OF MAYNARD TOWN CLERK

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1300 Fax: 978-897-8553

October 16, 2012

To: Mike Sullivan, Town Administrator

From: Michelle Sokolowski, Town Clerk

Re: State Election November 6, 2012 - 7:00 a.m.- 8:00 p.m.

Before election day and during the day :

The tables, chairs, voting booths, chain, need to be set up at the Library the day before election day.

The voting boxes will be delivered to the precincts at 9:00 a.m. on Monday, November 5, 2012 by the Department of Public Works.

Fred must be available, if needed, during election day. This would include opening the Public Library before the election staff and I arrive and placing signs at the school entrance points for direction for voters.

On election day:

- Fred opens Maynard Public Library at 6:00 a.m. and stays to make sure election staff is all set to go.
- To close the precinct, Fred arrives at 8:30 p.m. and stays to assist election staff with breaking down tables and securing the area once counting is complete.

This will require Fred to work 6:00 a.m. to open up and at 8:30 p.m. until the close of the election to lock up the building. It will require overtime but this is needed to run the election smoothly. In addition to locking up the Library, I would appreciate it if Fred could also stay back here at the Town Hall to lock up as well.

Thank you in advance for your assistance.

Cc: Fred Brooks

DEPARTMENT OF PUBLIC WORKS

SEPTEMBER 2012

Dorothy Portnoy, Tim Mullally, Joe Foster, Dave Simmons Activity Report

Administration:

- Lead and Copper Sampling sent to Lab
- Water Sewer Bills Sent out
- Sidewalk Project – Great Rd., Waltham St., Concord Street 95% complete
- Budget Review shows that the Department is within Budget for the 1st quarter.
- There has been a rise in calls about older trees in Town that are dead or starting to drop limbs, there is not enough funds in FY2013 budget for all the work that will need to be done.

Highway Department:

- Primary focus this month – Working with contractor installing new sidewalks and curb on Concord, Great Rd and Waltham St.
- 2-3 days a week mowing Cemetery, 1 day a week mowing all town parks,
- 2nd Town Wide Sweeping
- 2 Internments
- Repaired a broken subsurface drain line on Glendale St.

Water/Sewer Department:

- Lead and Copper samples for DEP
- Well 4 filter media replaced and is now up and running .
- Shut off water for demolition of the old junior high gym.
- Shut off water for the demolition of 129 Parker St.
- Continue to work with the mass d.o.t. on the Waltham St Bridge.
- 2 new hydrants installed one at 8 Taylor rd and one at 22 Crane Ave.
- 2 sewer blocks
- Mark outs, final reads, sewer lift station maintenance.
- Daily operation of the water treatment plants.>

WWTP

- Co-Mag System has been operating properly since it was restarted on March 19, 2012, the average total PO4 has been less than 0.07/mg/l and our permit limit is 0.0 mg/l
- The new SCADA computer node II has been installed and formatting for the new monthly report is being worked on.
- The contract for Clarifier #1 has been signed and Clarifier has been ordered with a scheduled shipment of January 2013.
- Scheduling has begun for the installation of Clarifier #2.
- New Operator Zachary Donahue was hired and began work 9/10/2012
- Total rainfall for the month of August 2.1 inches.

Becky Mosca

From: Stuart, Daniel J <DJStuart@spectraenergy.com>
Sent: Tuesday, October 16, 2012 2:52 PM
To: Becky Mosca
Cc: Hurrey, Mick; Horn, Robert (CPC)
Subject: Capital Planning Committee

Becky,

Mick asked that I update you on the status of the Capital Planning Committee. I understand the BOS is working to sign up some new members. Rob Horn, Josh Morse and I are currently members of the CPC. Josh was a very valuable member in the past but unfortunately Josh has not participated in the CPC since the fall of 2010. Rob and I have tried to contact him numerous times but have not received any response. This leaves the CPC with two active members. Do to schedule conflicts, Rob and I have not been able to get a quorum for CPC meetings since Mick had to step down after being elected to the Board of Selectmen.

Thank you,

Daniel Stuart, CPC Member

MEETING MINUTES

October 9, 2012

A meeting of the Maynard Business Alliance was held on October 9, 2012, with the following in attendance: Kelli Costa, Deb Hledik, Nanri Tenney, Mike Candela, Chris Kalil, Amy Cao, Steve Wood and Nick Johnson.

The meeting was called to order at 8:05 a.m. by Nick Johnson.

1. Minutes from the last meeting were approved.
2. **Treasurer's Report:** The Memorandum of Agreement with the Town of Maynard was approved at the 10/4/12 Board meeting and the MBA submitted an invoice for the final installment of \$8,000 to the town. As voted on earlier, the MBA gave the Boys & Girls Club of Assabet Valley \$800 to help with the police detail for the Road Race that took place in Sept.
3. Chris Kalil has volunteered to maintain the MBA website and FB page. Thank you Chris!
4. The town of Maynard will have the lights up in Memorial park the week of Nov. 5th and the MBA will have the lampposts around town decorated with lit garland and red bows by Nov. 13th in order to leave enough time for the electrician to fix any lighting problems.
5. **Holiday Sip & Stroll, Saturday, Dec. 1st from 6-9 p.m. will include:**

-Lighting at Memorial Park with BOS Chairman Dawn Capello and State Rep. Kate Hogan

-MHS A Cappella Carolers singing from 6-7 p.m.

-Santa driving by in a fire truck to Prudential Prime Properties where he will hand out candy canes to the kids. There will also be light refreshments.

-Retailers Open House providing light refreshments and Holiday Shopping Specials

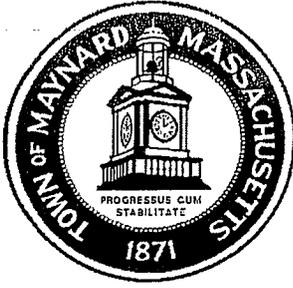
-Comedy Night at Roasted Peppers

-Holiday Storefront Window Contest

Kelli and Nick will talk to the businesses in the next few weeks to let them know about the event and to see who will be participating.

We will get 1000 flyers made about the event to give to participating businesses to distribute weeks before the event. Flyers will also be distributed around town at the Town Hall, Library, Banks and Amy Cao will look into the school "backpack program" as a way to promote event. The group voted to put in a 1/2 page ad in the Action Unlimited in 3 zones in the Nov. 24 issue and an article about the event will be submitted to the Action and the Beacon.

6. Next will be on Tuesday, Nov. 13th at 8 a.m. at Gallery Seven, 7 Nason St.



POSTED: OCTOBER 18, 2012

PLANNING BOARD
TOWN BUILDING
195 MAIN STREET
MAYNARD, MA 01754

The Planning Board at its last public hearing cancelled their regular scheduled hearing on **Tuesday, October 23, 2012**. The next public hearing is scheduled for **Tuesday, November 13, 2012, at 7:00 p.m.** agenda will follow.

Chairperson: Max Lamson
Posted by: Marie Morando, Planner Assistant

Date: October 18, 2012

AGENDA: MAYNARD GREEN COMMUNITIES COMMITTEE

Wednesday – November 14, 2012 – 8:30am
MPD Training Room / EOC (197 Main Street)

- I. ROLL CALL AND DETERMINATION OF QUORUM**
- II. OLD BUSINESS**
- a. **MAPC Regional Energy Manager Project Update**
- III. NEW BUSINESS**
- **Funded Projects vs. Town Budgeted Projects**
 - **Time – line on projects**
 - **Direction of the committee**
-
- IV. ADJOURNMENT**

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON: GREGG LEFTER, CHAIR
POSTED BY: MARIE MORANDO

DATE: OCTOBER 18, 2012

RECEIVED
 OCT 24 2012
 Board of Selectmen
 MAYNARD



OCT 24 2012

30 Eastbrook Road, Suite 303
 Dedham, MA 02026
 PHONE: 781-329-9790 FAX: 781-320-9860

Medical Issue

INCIDENT REPORT FORM

INFORMATION ABOUT THE INCIDENT:

Store Location MAYNARD

Date of Incident 10/24/12 Time 1 AM

Location (Circle all that apply): Restaurant Bar Parking Lot Kitchen Other

Involved the following: Police **N** Fire **N** Hospital **N**

Was Illness or Injury Involved (If yes, describe below)? YES

Was Medical Treatment Provided? **N** **REFUSED**

If Refused, must sign here

Description of Incident (Include names, nature of incident, if injury or illness give name of hospital used, name and address of witnesses and narrative of what occurred)
KEN BROWN, A BAR PATRON, FELL DOWN AT THE RAIL BETWEEN BAR AND DINING ROOM. HE WAS UNRESPONSIVE AT FIRST. HE CAME TO AFTER 10-15 SECONDS. HE SEEMED FINE BUT WE HAD HIM STAY ON GROUND TIL THE FIRE DEPARTMENT CAME. HE LEFT WITH PARAMEDICS TO EMERSON HOSPITAL HE HAD 1 BEER,

INFORMATION ABOUT THE PERSONS INVOLVED IN THE INCIDENT:

Name of Person(s) Involved: KEN BROWN

Address: N/A

Phone: N/A Age: 51 Sex: M

Were there any witnesses to the incident: **Y** **N**

If Yes, attach separate sheet with names, addresses and phone numbers.

FINAL DISPOSITION:

How you intend to handle the incident, any next steps required or likely outcomes
KEN WENT TO HOSPITAL AT POLICE, FIRE, AND PARAMEDICS REQUEST. HE SEEMED FINE AND WAS NOT DRUNK. I WILL FILE A COPY OF THIS WITH MAYNARD TOWN HALL, PER TOWN LAW.

REPORTER INFORMATION:

Submitted by: Mat Morrissey

Signed: [Signature]

Date Faxed to Corporate: 10/24/12

NUMBER

2012-003

THE COMMONWEALTH OF MASSACHUSETTS

Town of Maynard,

FEE

\$10.00

JUNK DEALER'S LICENSE

This is to Certify that a license is hereby granted to Summer Street Fine Consign
at 42 Summer Street, Maynard, Massachusetts

TO BE A DEALER IN OR KEEPER OF A SHOP FOR THE PURCHASE, SALE OR BARTER IN

JUNK, OLD METALS AND SECOND HAND ARTICLES

in said Town in accordance with the laws of the Commonwealth of Massachusetts relating thereto, the ordinances and by-laws of said Town and such rules and regulations provided for the supervision thereof.

This license shall continue in force until May 1st, 2013, unless sooner revoked and is subject to sections 202 to 205, inclusive, of the General Laws, Chapter 140, as amended.

By order of the Board of Selectmen this 30th day of
October, 2012.

Chairman

COPY



TOWN OF MAYNARD
Office of Municipal Services
MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1302 Fax: 978-897-8489
www.townofmaynard-ma.gov

Kevin A. Sweet
Assistant Town Administrator
Executive Director
RECEIVED
OCT 10 2012
By: *MM*
Board of Appeals
Planning Board

Board of Health
Conservation Commission

Building & Inspections
Licensing

*fee paid
ck #
21804*

APPLICATION FOR
JUNK DEALER'S LICENSE

TO BE A DEALER IN OR KEEPER OF A SHOP FOR THE PURPOSE, SALE OR BARTER IN
JUNK, OLD METALS AND SECOND HAND ARTICLES

Date: 10-10-12 Fee: \$10.00
Place of Business: 42 SUMMER ST. Phone: 978-897-7022
Name of Business: SUMMER STREET FINE CONSIGN (A DIVISION OF
OWNER'S NAME: ELOYSE HEALY CALL-A-COP & Fryc

Is Business Incorporated? _____ If not, Business Certificate #: _____

Nature of Principal Articles Dealt In (i.e. Clothing, Jewelry, Furniture, etc.): _____
CONSIGNMENT, HOME DECOR

Do you use a Weighing/Measuring Device?: NO

NOTE: If Weighing/Measuring Device is used, please contact this office so that we may inform the Sealer of Weights and Measures for calibration.

Hours of Operation Requested: 8:30 to 6:00

Tax ID Number (if available) [REDACTED]

Is Merchandise taken on Consignment?: YES

Eloise M. Healy
Signature of Applicant

169 So. Acton Road
Home Address Stow, MA 01775

978-897-7022 work
Phone



Date: *October 30, 2012*

Joshua Philbrook
4 Walcott Street

You are hereby appointed to the
Capital Planning Committee
Term expires: June 30, 2015

FOR THE
TOWN OF MAYNARD

To hold office during the term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

appointment.

Becky Mosca

From: Dawn Capello <dawncapello@gmail.com>
Sent: Tuesday, October 16, 2012 9:23 AM
To: Michael Sullivan; Becky Mosca
Subject: Fwd: Capital Planning Committee - Email of Intent

Becky,

Please see the correspondence below. I told Mr. Philbrook we would add his appointment to our next meeting on Oct 30th.

I told him you would be in contact to confirm. As he is "new" to volunteering the BOS should meet him in person as we vote to appoint.

Thanks,
Dawn

----- Forwarded message -----

From: Joshua Philbrook <joshuaphilbrook@gmail.com>
Date: Tue, Oct 16, 2012 at 8:47 AM
Subject: Capital Planning Committee - Email of Intent
To: Dawn Capello <dawncapello@gmail.com>

Dawn,

Please find this email as confirmation of my interest to join the Maynard Capital Planning Committee. I have been a resident of Maynard for over 3 years and I would look forward to giving back to a town that my family has grown to love.

Beyond a simple desire for civic duty, I believe that my background and current work experience will benefit the town when assessing, planning and executing capital projects. I have worked in the Office of Capital Planning for UMass Memorial Health Care for over 4 years serving in various capacities from a coordinator and project manager to my current position as the compliance officer for the Health Care system. In addition, I have designed a number of assessment tools currently used by the Health Care system for their capital outlays.

If you require additional information, please do not hesitate to contact me.

Best

Joshua Philbrook
508.963.8098

4 Walcott Street
Maynard, MA. 01754

--
Dawn Capello

Chairman, Maynard Board of Selectmen

dcapello@townofmaynard.net

617.515.6933



Date: *October 30, 2012*

John Bilello
6 First Street

You are hereby appointed to the
Capital Planning Committee

Term expires: June 30, 2015

FOR THE
TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

10/30/12 appointment

Becky Mosca

From: mick hurrey <mick_hurrey@yahoo.com>
Sent: Tuesday, October 16, 2012 9:28 AM
To: John Bilello; John Bilello
Cc: Becky Mosca
Subject: CPC Letter of Interest

John,

I wanted to let you know that we've already found another member for the Capital Planning Committee (CPC). The CPC meets on Tuesdays currently, but will accommodate your schedule. All you need to do for me is send a letter of interest to the Board (Becky cc'd above) and we will discuss at the Oct 30th meeting. We are working to get a 5th member, so hopefully by your first meeting you will have a full board. Thanks for your willingness to help the board.

Mick

Mick Hurrey, PhD

Selectman, Board of Selectman
Town Of Maynard

Chair/Councilor, Business Management and Development Division
Program Chair/Member, Committee on International Activities (IAC)
American Chemical Society

18 George Road
Maynard, MA 01754
(919)824-7848

Becky Mosca

Agenda item

From: Dawn Capello <dawncapello@gmail.com>
Sent: Tuesday, October 16, 2012 9:32 AM
To: Becky Mosca
Cc: Michael Sullivan
Subject: Also for Oct 30 Agenda

Hi Becky,

I also would like an agenda item for Board and Town Administrator Goals.

I have enough offline feedback from the BOS to present the goals and hopefully be done with that task for the year.

Thanks,
Dawn

--

Dawn Capello
Chairman, Maynard Board of Selectmen
dcapello@townofmaynard.net
617.515.6933



Date: October 30, 2012

Kevin Calzia
2 Hillside Street

You are hereby appointed to the

Planning Board

Term expires: June 30, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

October 24, 2012

Dawn Capello
Board of Selectmen - Chair
195 Main St.
Maynard, MA 01754

Dear Dawn Capello,

I am writing to express my interest to volunteer for the Maynard Planning Board.

I moved to Maynard in 2010 looking for a smaller community with an active, central downtown location. I believe a lot of people are looking for these characteristics in a town and I would like to help make sure Maynard retains these characteristics, but at the same time continues to move forward and expand what it offers to its citizens and the surrounding communities. Since moving to Maynard I have attended the Town Meetings and several sub-committee meetings and I would now like to take a more active role in the town's government. In my professional career as a chemist, I have coordinated short and long term projects and successfully delivered the desired goals. I feel these experiences will help in making tangible changes to Maynard.

I look forward to hearing from you and the next steps in volunteering for the Planning Board.

Best regards,

Kevin Calzia
2 Hillside St.
Maynard, MA 01754
215-990-0300
kcalzia@yahoo.com

Becky Mosca

From: Dawn Capello <dawncapello@gmail.com>
Sent: Thursday, October 25, 2012 7:30 AM
To: Michael Sullivan; Becky Mosca
Subject: Fwd: Maynard Planning Board Position
Attachments: Calzia_Planning Board Letter of Interest 10_24_12.docx

Becky, Mike....see letter of interest for planning board below.

Becky can you work with Mr. Calzia to get him before the BOS? The sooner the better.

Thanks!

Dawn

----- Forwarded message -----

From: "Kevin Calzia" <kcalzia@yahoo.com>
Date: Oct 24, 2012 10:31 PM
Subject: Maynard Planning Board Position
To: "Dawn Capello" <dawncapello@gmail.com>

Hi Dawn -

Thank you for letting Maren know about the open position on the Maynard Planning Board. I am interested in volunteering for this committee and helping to shape Maynard's future. We moved to Maynard in 2010 because we were looking for a smaller community with a central downtown location. I believe a lot of people are looking for these characteristics in a town and I would like to help make sure Maynard retains these characteristics, but at the same time continues to move forward and expand what it offers to its citizens and the surrounding communities.

Please let me know if there is an application I need to complete or other steps I need to take to volunteer for the position. I have attached a more proper letter of interest as well.

Feel free to contact me by email or on my cell phone (215-990-0300) if you have any questions.

Hope to hear from you soon - Kevin



**BOARD OF ASSESSORS
TOWN OF MAYNARD**

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

Chair: William Cranshaw
Clerk: Stephen Pomfret
Member: Michael Manning

October 17, 2012

Re: Fee Change

Chair Dawn Capello and members of the Board of Selectmen:

I am writing to notify you that the Board of Assessors will be changing the fee charged for preparing a certified list of abutters. The current fee is \$1.00 per name, with taxpayers receiving the first 10 names at no cost. Effective January 1, 2013 the fee will be a flat \$15.00.

A certified list of abutters is typically prepared for notifications required for various conservation commission and planning board permitting hearings. Certified abutter lists are also prepared in conjunction with liquor licensing.

The new fee for preparing certified abutter lists is consistent with the low range of the fee charged by communities similar to Maynard. The purpose of the change is to make the fee structure consistent and to recognize the effort required to verify the accuracy of the data. The actual revenues achieved from the fee are expected to be modest. For example, during the past six months 12 certified abutter lists were prepared and the combined fees totaled \$13.00. With the new fee structure, the revenue would have been \$180.00.

Should you have any questions or concerns, please contact me at bill.cranshaw@verizon.net. The Board of Assessors would be happy to meet with you at your convenience.

Best regards,

Bill Cranshaw, Chair
Maynard Board of Assessors

October 25, 2012

Board of Selectmen
195 Main Street
Maynard, Massachusetts
01754



Re; Town Administrator Report

Honorable Board of Selectmen,

Please accept this report as an abridged version of Town Hall activities in recent weeks;

Lori Blanchard; Is the latest addition to Team Maynard, she has quickly adapted to her role as Town Accountant. I personally brought her to the School Department, Library, Fire Department, Police Department and all Town Hall Offices. The reception was overwhelmingly warm.

Ms. Blanchard's demeanor and style will be only outpaced by her knowledge and competency. We have turned another corner and the view is improved. I have asked Accountant Blanchard if she could attend an upcoming meeting of the Board of Selectmen and we will work it into her schedule.

129 Parker Street; Capital Development Group is finalizing the plans for their proposed retail center at 129 Parker Street and they are hopeful the plans will be able submit in preliminary form to the Planning Board in the next few weeks. They have started the demolition and there should be significant deconstruction activity for the next few weeks. This may cause some vibration in adjoining neighborhoods and some loud noise during working hours. The asbestos abatement has been nearly completed and the contractor will take all dust control measures reasonably available and required by code. If any residents have any concerns in regards to the demolition I would ask that they call the Board of Selectmen Office and I will try to find the answers.

One point of interest is that the developer is taking great pains to keep all usable aggregate on site for future use as another step towards sustainable construction. This is as laudable as their plans to capture runoff and utilize it for irrigation on site.

The developers have also setup meetings with residents in various neighborhoods to discuss the wants and needs of those citizens.

MEGA Insurance; As many of you may know I attended a meeting with numerous towns from throughout the state, West Bridgewater, Weston, Barnstable, West Boylston, Middleborough and the host community Franklin to name some, to hear from MEGA Insurance. Each community was trying to understand why were getting hit with some exorbitant charges five and six years after we canceled our relationship with this group.

They explained that their reserves were deemed by the Massachusetts Division of Insurance (DOI) to be insufficient and further the DOI ordered them to collect run out costs supposedly associated with workmen compensation costs from 2004 through 2006.

We all have long felt that for the DOI, somewhat arbitrarily, to demand creation of an "excess fund" (whatever that is) and have long past years be the basis of a demand to former customers is unacceptable.

The consortium in attendance has developed a strategy to elicit the support of the legislature in correcting this unjust measure. MEGA stated that if the communities do not comply then they have been ordered by DOI to take each town to court. The Town of Maynard unlike other communities has a relatively small amount of debt and has made its payments on time to this point. I have budgeted for our next payment in June, but will continue to support the other impacted communities and cancel payments if advisable. The Town of Maynard in total owed less than \$30,000, some communities owed over \$150,000. The towns who owe more it may be smart to stand and fight, given our amount I would advise a more pragmatic approach and hope this is solved by next June and then request the \$9,000 we paid last June to be returned. It would be unwise to have to spend money on defending this case and add to the costs if the DOI does not relent in its position.

I will continue to monitor and participate in this crusade.

Street Lights; There will be a very small number of critically needed lights replaced early next week. We will see the first ten LED Cobraheads installed and hope that we will soon embark on the larger Presidential Street initiative forthwith. There are those that struggle to understand why we need to control costs related to this project, but far more that appreciate the effort.

Blue Cross Retiree Rates; On Friday last I attended the MIAA Board of Directors Meeting and both at that meeting and the recent message from MIAA in regards to retirees rates, has suggested we may have another good year. I have asked to meet with all the unions as part of the IAC requirement as we may be able to adjust some plans to lower costs.

I do not want to get ahead of ourselves, but our experience is trending well and some of the cost cutting measures brought to the health market are starting to pay dividends. Save Money! Stay healthy! is the hewn cry.

KVS; We recently had a very frank conversation with the management team of KVS. This discussion centered on where we are and where we need to be. I explained at length we were not "where we need to be" by any stretch of the imagination.

Treasurer Kane, Accountant Blanchard and I made it clear we were willing to hold past performance in abeyance for the time being, but we must improve our operability through training that is geared towards our needs, not other communities.

The team from KVS which included their Vice President Ida Taylor got the message that a new day has dawned, hopefully. I believe that they believe, finally that the BOS and I working together are not fearful of making necessary changes. One comment was "...we noticed that as soon as we walked in the building", referring to the improvements.

I made it clear that the last thing I wanted to do is ask the BOS for another \$150,000 for another software conversion in the next budget cycle, but if we all can't get our act together then that has to be considered.

We will continue to work in a professional manner with KVS and do everything we can to make the system work, I can guarantee you that commitment.

Please let me know if there are any other projects or initiatives which you would like updates on and I would be happy to try and provide them to you.

Respectfully,

Michael J. Sullivan
Town Administrator, Maynard

From: Michael Sullivan
Sent: Thursday, October 25, 2012 9:50 AM
To: Brendon Chetwynd; Brendon Chetwynd (bchetwynd@yahoo.com); David Gavin; David Gavin; Dawn Capello; Dawn Capello; Jabusc@aol.com; Jim Buscemi; Jim Buscemi (jimbusc@gmail.com); Michael_Hurrey@vrtx.com; Mick Hurrey
Subject: FW: Hurricane Sandy Information from MEMA

All measures under "Information for Local Officials" is being attended to, I will continue to keep you updated.
Mike

From: MDPH Boards of Health [mailto:MDPH_EP_LBOH@PEACH.EASE.LSOFT.COM] **On Behalf Of** Ohannessian, Dana (DPH)
Sent: Thursday, October 25, 2012 8:11 AM
To: MDPH_EP_LBOH@PEACH.EASE.LSOFT.COM
Subject: Hurricane Sandy Information from MEMA

Situation as of 10/24/12

Hurricane Sandy is currently moving through the Caribbean and is projected to move northward off the eastern Florida coast in the next two days. Although it is still too early to determine Sandy's precise long-term track, computer models are now trending to show impacts to the northeastern portion of the United States. These models predict that Sandy will potentially transition over the weekend into a powerful nor'easter and make landfall on the Eastern Seaboard early next week (between Sunday night and Tuesday) somewhere between Maine and Virginia. Should Sandy make landfall south of Massachusetts, concerns would be for high winds and coastal flooding. Should Sandy make landfall north of Massachusetts, concerns would be for significant rainfall and fresh water flooding. A direct impact to Massachusetts would cause concern for freshwater and coastal flooding as well as significant wind damage and associated widespread power outages.

Information for Local Officials:

MEMA encourages local officials to monitor Sandy's progress and predicted track closely and undertake preparedness activities such as:

- Reviewing emergency plans and procedures
- Assessing areas that may be subject to flooding and developing plans for communicating with, and potentially evacuating people in these areas
- Updating emergency contact lists
- Testing communications and warning systems
- Reviewing emergency contracts and available resource inventories
- Testing generators and ensuring emergency fuel supplies for them
- Assessing local emergency shelter readiness and capacity.

Ping4alerts!:

MEMA encourages smartphone users to download the free ping4alerts! app. This app is available free of charge for iPhone and Android phones and receives severe weather alerts from the National Weather Service and emergency information from MEMA based on the user's location. Learn more at <http://www.mass.gov/mema/mobileapp>.

Online Resources:

For additional information and resources, visit:

Massachusetts Emergency Management Agency at www.mass.gov/mema (Hurricane preparedness tips and other preparedness information are available through the "Hurricane" link on MEMA's homepage).

MEMA's Facebook page: <http://www.facebook.com/MassachusettsEMA>

MEMA Twitter: [@MassEMA](https://twitter.com/MassEMA)

Federal Emergency Management Agency at www.fema.gov

National Hurricane Center website at www.nhc.noaa.gov

National Weather Service/Taunton at www.weather.gov/boston

National Weather Service/Albany, NY at www.weather.gov/albany

Mass211 at www.mass211.org

Mary E. Clark, JD, MPH
Director, Emergency Preparedness Bureau
Massachusetts Department of Public Health
250 Washington Street
Boston, MA 02108
617.624.5273 (office)
617.777.9949 (cell)
Website: www.mass.gov/dph
Blog: <http://publichealth.blog.state.ma.us>

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To unsubscribe from the MDPH_EP_LBOH list, click the following link:
http://peach.ease.lsoft.com/scripts/wa-PEACH.exe?SUBED1=MDPH_EP_LBOH&A=1

[REDACTED]

From: Gregg Lefter
Sent: Tuesday, October 23, 2012 9:16 AM
To: [REDACTED]
Subject: FW: Transportation Notes from October 9
Attachments: Transportation Committee Summary of Findings and Data.docx; Transportation Cost Historical And Projected.xls; Transportation Cost Options For FY14.xls

FYI as a Taxpayer

-----Original Message-----

From: Robert Gerardi [mailto:rgerardi@maynard.k12.ma.us]
Sent: Tuesday, October 23, 2012 12:25 AM
To: Colleen Moore
Cc: Ken Estabrook; ksilkes@aol.com; Jodi Hanelt; MaryEllen McCarthy; Gregg Lefter; Billy; AndrewMalione; zoelopresti@gmail.com; jenlenicheck@yahoo.com; Heather.Ross@dot.state.ma.us; Deirdre Campbell; Glen Wilson; Chuck Caragianes; Donna Dankner; Jeffrey Mela; Peter DiCicco
Subject: Re: Transportation Notes from October 9

Hi All,

At our last meeting we reviewed all of the options and data that we had uncovered and came to a conclusion that there was no easy solution to reduce a bus for FY14. We did come up with a list of options and one preferred two step recommendation for FY14 and FY15.

We also noted that we had difficulty with attendance at both the 4pm and 6pm meeting times. So we thought that by tomorrow I could get this email out for an Internet review. We would not meet on the 23rd but if we need to meet next Tuesday the 30th we can. However, our hope was that we will all be in agreement with the facts and options so that we can bring them to the November 8th School Committee Meeting.

Attached you will find a document with a summary of findings and the meeting notes as well as some charts. I will look forward to any other recommendations and keep everyone posted.

Sincerely,
Bob Gerardi

Transportation Summary and Findings

Options Available for FY14 (See attached charts)

1. Busing for all requests.
Operating 6 buses for FY14 will cost \$226,000. This would be an additional \$82,000 above the cost of operating 4 buses in FY14.
2. Keep 5 buses for FY14 at the contractual cost.
Operation of five buses in FY14 will be at a cost of \$186,500. This would be an additional \$42,500 above the cost of operating 4 buses in FY14.
3. Continue with 5 buses but increase the fees to equal the cost of 4 buses in FY14.
This would result in a 70% increase in fees to parents for transportation.
4. Only provide minimum busing based on the law (like the community of Framingham).
This would reduce the busing budget for four buses at \$144,000 by \$94,500 to a minimal cost of one bus at \$49,500.

Options for FY15

If grade 3 is moved to Fowler in FY15, the Fowler school could be operated as two schools within one Fowler (an elementary on one time schedule and a middle school on a second time schedule approximately 30 minutes apart for a schools within a school model). There could be reduced costs in busing but there may be additional costs of operating (i.e. additional administration)

Recommended Option #5 for FY14 and FY15

1. Keep 5 buses for FY14, but eliminate the tiered bus pricing structure replaced by a flat pricing structure that all seats will cost \$245. This will increase revenue to bring the percentage of fee contribution back up to 27% from 24% for FY14.
2. For FY15, Communicate the benefits of a three start time system which will also offset many of the concerns with moving the 3rd grade from Green Meadow to Fowler. This should reduce a significant number of buses for FY15.

Additional Recommendations

-Provide a survey for parents to fill out when they apply for a bus next year. We could ask why kids take the bus vs. walking. This then could inform improvements or changes that might persuade more families to have kids walk, improving health and reducing bus costs. We might find concerns around heavy text books, back packs, other sports bags, increasing sidewalks, add crossing guards. With this information, we could work on solutions.

-We should encourage the health and wellness committee to work with safe routes to schools on increasing walking for health reasons.

Transportation Meeting Agenda October 9, 2012

School Committee Expectations:

The School Committee increased busing from 4 buses to 5 buses in the FY13 Budget due to increased funding. However, knowing the operational increases for a new High School will make the FY14 budget a challenge, the School Committee requested that this committee make recommendations about the transportation options for FY14.

- What are our options?
- Determine timelines
- The group decided that early evenings were the best time to meet. The next meeting will be October 16 at 6:00 p.m

Our Process:

Meetings will be focused on facts and findings which will ultimately result in a list of recommendations for presentation to the school committee. Although this initial meeting was scheduled at 4:00Pm because it looked like the majority of potential participants could meet then, we have received many requests to move the time of meetings to 6:00 PM.

Present: Zoe LoPresti, Kim Silkes, Bob Gerardi, Gregg Lefter, Colleen Moore, Pete DeCicco, Heather Ross

Initial Reference Material:

1. Administrative Regulations on Busing
2. Transportation costs based on contractual obligations
3. Current bus enrollments

The above information was distributed. Attached are the hand-outs.

Facts:

1. The state law only requires the schools to transport Kindergarten through grade 6 students who live over 2 miles (See administrative regulation)
2. Maynard Public Schools (MPS) was providing transportation on a first come first serve basis with 4 buses for 7 years until the increase this year (FY13) to 5 buses
3. Last year (FY12) with 4 buses there was a waiting list of approximately 40 students whose parents had to find other means of transportation.
4. This year (FY13) with 5 buses there is still a waiting list of 9 on Fowler High School Bus.

Potential Options Suggested:

1. Bussing for all requests.
Parent concern for 3-12. Need 7 or 8 buses.\$400 - \$500 for full busing.
2. Keep 5 buses this year at the identified cost.
Option to raise fees and keep 4 buses.

3. Continue with 5 buses but increase the fees to equal the cost of 4 buses in FY14 (\$144,000)
4. Only provide busing K -7 (like the community Gloucester).
Sidewalks and Snowy Days must have sidewalk plows for walkers. This must be Town's immediate concern on these days.
5. Provide busing to everyone except those living within 1 mile radius of schools. Move the eligibility line to 1 mile radius – can it be age appropriate?
6. Only provide minimum busing based on the law (like the community of Framingham).
7. Change current two run model to a three run model.
Split Fowler from elementary 3-5 and 6 and 7 – not next year.
8. Other

Heather Ross (From MASS DOT and Safe Routes to Schools)

Form a walking bus. Research says that developmentally a student at age 9 and up can judge and navigate sounds on the road. Age 9 and under not very capable of this. You can have a Walk Zone that is one mile. 15 minutes maximum walking time. Encourage families to be involved. Some parents don't have time.

Walking bus – parents can have a drop off point and students can walk together. Safe routes to school is run by Mass Rides. There are Grant opportunities at national centers and the grants are around \$1K. It is for anything that benefits the community. Must be related to safe routes to school !!

If you become a partner after one year, you are eligible for a info structure application, where Reps come out and watch pick up or drop off and survey one mile radius of the school. Mass Dept of Transportation Engineers, and safety experts involved. Shift the focus to safety.

There was discussion around 27 and 117 intersection. Shift crossing guards for safety. What is the cost of crossing guards for dangerous intersections. Sections were reviewed. Consider tax write offs for senior citizens to walk with students. Another concept is Red Sneaker routes – where people stand at their house and watch the students walking at designated points. It was suggested that Office Duggan should come and talk to group. Safe Routes offers Pedestrian safety training at 2nd grade, K-8 training.

Other:

Double Runs – buses do a long sweep and then a short sweep of the Town. This means students on the long sweep of the Town will be held until the next group comes in.

Transportation Meeting Agenda October 16, 2012

Present: Zoe LoPresti, Deirdre Campbell, Jen Lenicheck, Pete DiCicco, Colleen Moore, and Bob Gerardi

Review October 9 minutes.

-School Committee expectation, facts and input from Heather Ross - Safe Routes

Heather Ross from Safe Routes identified at the last meeting that children at about 9 years old have the cognitive ability to safely walk to school. This means that Green Meadow Students would have to be transported even if we exercise a minimum walking distance. That would prevent the reduction of buses in any scenario.

Review additional data and FY 14 options quantified for potential recommendation

1. Busing for all requests (There is currently a waiting list for Fowler).
Operating 6 buses for FY14 will cost \$226,000. This would be an additional \$82,000 above the cost of operating 4 buses in FY14.
2. Keep 5 buses for FY14 at the contractual cost.
Operation of five buses in FY14 will be at a cost of \$186,500. This would be an additional \$42,500 above the cost of operating 4 buses in FY14.
3. Continue with 5 buses but increase the fees to equal the cost of 4 buses in FY14 (The first family rider would be charged \$416).
This would result in a 70% increase in fees to parents for transportation.
4. Only provide minimum busing based on the law (like the community of Framingham).
This would reduce the busing budget for four buses at \$144,000 by \$94,500 to a minimal cost of one bus at \$49,500.

Options for FY15

If grade 3 is moved to Fowler in FY15, the school could be operated as two schools within one Fowler (an elementary on one time schedule and a middle school on a second time schedule approximately 30 minutes apart). There could be reduced costs in busing but there may be additional costs of operating (i.e. additional administration?)

5. Only provide busing K -7 (like the community Gloucester)
This will not yield a reduction in busing during FY14 due to the fact that the majority of riders are K – 9 and the distribution of start times could not be changed for FY14. There is potential for significant savings in FY15.
6. Provide busing to everyone except those living within 1 mile radius of schools.
Heather Ross identified that based on studies; children aged 9 and up should be able to walk to school. As a result of this data the 1 mile radius would not apply to Green Meadow students and the demand for busing from that building will still require 4 buses in FY15.

Request for additional options to investigate

Concerns:

- This 5th bus would be difficult to take back
- The cost of 40,000 is a second step teacher or 2 paraprofessionals so we understand the cost of the additional bus does not allow us to use this money for important staffing.
- Concern about bussing with multiple runs and the wait times.

Positives of the 5th Bus

- Donna Dankner and Parents have noticed that congestion at GM with parent drop offs have improved with More kids using the bus
- Donna Dankner has not checked the statistics but it appears that with busing, attendance is up and tardiness is down.

Challenges and Opportunities with 3 start times in FY15

- Families with siblings who walk younger one home would be affected
- Changing start times could increase Excel and FASC programs.

Historical and Projected Transportation Costs

FY12 Program Cost			\$190,800	
4 Buses				
Fees			\$52,000	27.3%
Budget			\$138,800	72.7%
		Total	\$190,800	

FY13 Program Cost			\$243,000	
5 Buses				
Fees			\$59,000	24.3%
Budget			\$184,000	75.7%
		Total	\$243,000	

FY14 Program Cost			\$198,000	
4 Buses				
Fees			\$54,000	27.3%
Budget			\$144,000	72.7%
		Total	\$198,000	

FY14 Program Cost			\$247,500	
5 Buses				
Fees			\$61,000	24.6%
Budget			\$186,500	75.4%
		Total	\$247,500	

FY14 Program Cost			\$297,000	
6 Buses				
Fees			\$71,000	23.9%
Budget			\$226,000	76.1%
		Total	\$297,000	

FY14 Busing Budget Impact			
		Budget Cost	Variance
4 Buses		\$144,000	
5 Buses		\$186,500	\$42,500
6 Buses		\$226,000	\$82,000

Transportation Cost Options - FY14

1. Go To 6 Buses

FY14 Program Cost			\$297,000	
6 Buses				
Fees			\$71,000	23.9%
Budget			\$226,000	76.1%
			Total	\$297,000

2. Continue With 5 Buses As In FY13

FY14 Program Cost			\$247,500	
5 Buses				
Fees			\$61,000	24.6%
Budget			\$186,500	75.4%
			Total	\$247,500

3. Continue With 5 Buses With Increased Fee To Equal Budget Cost of 4 Buses(\$144,000). This Would Require A 70% Increase

Current Fee Structure

1st Child	2nd Child	3 Or More
\$245.00	\$190.00	\$136.00

Proposed Fee Structure

1st Child	2nd Child	3 Or More
\$416.00	\$323.00	\$231.00

4. Only Bus Those Students Required By Law. (K-6 > 2 Miles)

FY14 Program Cost		\$49,500
1 Bus		
Budget		\$49,500

5. Continue With 5 Buses With A "Flat Fee" OF \$245 For Each Student(No Tier Structure)

Current Fee Structure

1st Child	2nd Child	3 Or More
\$245	\$190	\$136

Fee Revenue Generated With Current Structure \$61,000

Proposed Fee Structure

1st Child	2nd Child	3 Or More
\$245	\$245	\$245

Projected Revenue With Proposed Structure \$67,000

FY14 Program Cost		\$247,500	
5 Buses			
Fees		\$67,000	27.1%
Budget		\$180,500	72.9%
	Total	\$247,500	