



AGENDA
Maynard Board of Selectmen's Meeting
December 4, 2012
Town Building—Michael J. Gianotis Meeting Room
(No. 201)
Regular Meeting Time: 7:00pm

(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
 - a) November 13, 2012
5. Correspondence
 - a.) Fire Department Monthly Report, November 2012
 - b.) Police Department Monthly Report, November 2012
 - c.) Town Accountant Reconciliation Receivables 31/12 and 9/30/12
 - d.) Assistant Town Admin/Exe. Director Nov. 2012 Monthly Report
 - e.) Town Clerk Oct. 2012 Monthly Report
 - f.) Council on Aging Oct. 2012 Monthly Report
 - g.) Citizens' letter dated Nov. 18, 2012
 - h.) MOD announcement of new law re: MA Identification Card
 - i.) Notification to MA Laborers' District Council re: dates for bargaining
 - j.) Chief Mark Dubois' memo re: incident at the Maynard Elks 11/17/12

k.) Planning Board's revised meeting notice

l.) Town of Maynard list of Board Openings

6. Consent Agenda (7:05)

a) Nancy Brooks' appointment as Matron. Expiration August 2015

b) License renewals for 2013 -- waiting for Municipal Services

Liquor License
Log

		Amount Due
67600003	<i>Morey's Tavern</i>	\$ 2,200.00
67600004	<i>Pleasant Café</i>	\$ 2,200.00
67600005	<i>Siam Village</i>	\$ 1,650.00
67600006	<i>Savoring Indian Cuisine</i>	\$ 2,200.00
67600007	<i>River Rock Grill</i>	\$ 2,200.00
67600008	<i>Neighborhood Brick Oven Pizza</i>	\$ 1,650.00
67600010	<i>Blue Coyote Grille</i>	\$ 2,200.00
67600011	<i>China Ruby</i>	\$ 2,200.00
67600012	<i>Knights of Columbus, Council 2121</i>	\$ 650.00
67600013	<i>Maynard Golf Course</i>	\$ 650.00
67600014	<i>Maynard Rod & Gun Club</i>	\$ 650.00
67600015	<i>Maynard Lodge of Elks #1568</i>	\$ 650.00
67600018	<i>Thai Chilli</i>	\$ 1,650.00
67600019	<i>American Legion Post #235</i>	\$ 650.00
67600020	<i>Oriental Delight</i>	\$ 2,200.00
67600022	<i>Halfway Café</i>	\$

		2,200.00
67600024	Main Street Liquors	\$ 2,200.00
67600025	Merai Liquors (was Mike's Liquor)	\$ 2,200.00
67600026	The OWL (was Millstream Liquor)	\$ 2,200.00
67600027	Bud's Variety	\$ 1,650.00
67600029	Russell's Convenience Store	\$ 1,650.00
67600030	The Corner Store	\$ 1,650.00
67600033	Little Pusan	\$ 1,650.00
67600034	Peyton's	\$ 2,200.00
67600036	Quarterdeck Fish Market	\$ 1,650.00
67600037	Cast Iron Kitchen	\$ 2,200.00
67600038	Roasted Peppers	\$ 1,650.00
COMMON VIC LICENSES	Name	Amount
2013-CV01	Bobys Food Enterprises dba Babico's Café	\$75.00
2013-CV02	Blue Coyote Grill, Inc. dba Blue Coyote Grille	\$75.00
2013-CV03	Boston Bean House	\$75.00
2013-CV04	Bud's Variety Store	\$75.00
2013-CV05	Café' Lamattina	\$75.00
2013-CV06	Cast Iron Kitchen	\$75.00
2013-CV07	China Ruby Restaurant	\$75.00
2013-CV08	NexDine	\$75.00
2013-CV09	Corner Store	\$75.00
2013-CV10	El Huipil	\$75.00
2013-CV11	LPM Holdings Co. Inc. dba Epicurean Feast	\$75.00
2013-CV12	Erickson's Dairy	\$75.00
2013-CV13	Halfway Café'	\$75.00
2013-CV14	Jam Time	\$75.00
2013-CV15	Little Pusan	\$75.00
2013-CV16	Maynard Golf Course	\$75.00
2013-CV17	Maynard Lodge of Elks - 1568	\$75.00

	<i>BPOE</i>	
2013-CV18	<i>Maynard Pizza House</i>	\$75.00
2013-CV19	<i>Maynard Village Pizza</i>	\$75.00
2013-CV20	<i>McDonald's</i>	\$75.00
2013-CV21	<i>Thai Sura-Merai LLC/dba Merai Liquors</i>	\$75.00
2013-CV22	<i>Morey's Tavern</i>	\$75.00
2013-CV23	<i>Neighborhood Brick Oven</i>	\$75.00
2013-CV24	<i>Oriental Delight</i>	\$75.00
2013-CV25	<i>The OWL</i>	\$75.00
2013-CV27	<i>Peyton's</i>	\$75.00
2013-CV28	<i>Pizza Express</i>	\$75.00
2013-CV29	<i>Pleasant Café'</i>	\$75.00
2013-CV30	<i>Quarterdeck Seafood</i>	\$75.00
2013-CV31	<i>Tangier</i>	\$75.00
2013-CV32	<i>Roasted Peppers</i>	\$75.00
2013-CV33	<i>Russell's Convenience</i>	\$75.00
2013-CV34	<i>Savoring Indian Cuisine</i>	\$75.00
2013-CV35	<i>Siam Village</i>	\$75.00
2013-CV36	<i>Subway</i>	\$75.00
2013-CV37	<i>Tedeschi</i>	\$75.00
2013-CV38	<i>Thai Chilli</i>	\$75.00
2013-CV39	<i>Wendy's International, Inc.</i>	\$75.00
2013-CV40	<i>Willys Philly's, Inc.</i>	\$75.00
2013-CV41	<i>Cumberland Farms</i>	\$75.00
Entertainment Licenses		
2013-E01	<i>American Legion Post 235</i>	\$15.00
2013-E02	<i>Blue Coyote Grill, Inc. dba Blue Coyote Grille</i>	\$15.00
2013-E03	<i>Oriental Delight</i>	\$15.00
2013-E04	<i>Boston Bean House</i>	\$15.00
2013-E05	<i>Café' Lamattina</i>	\$15.00
2013-E06	<i>Cast Iron Kitchen</i>	\$15.00
2013-E07	<i>China Ruby Restaurant</i>	\$15.00
2013-E08	<i>Nex Dine</i>	\$15.00
2013-E09	<i>El Huipil</i>	\$15.00
2013-E10	<i>Fine Arts Theatre</i>	\$15.00
2013-E11	<i>Halfway Café'</i>	\$15.00

2013-E12	<i>Jam Time</i>	\$15.00
2013-E13	<i>Knights of Columbus</i>	\$15.00
2013-E13	<i>Maynard Golf Course</i>	\$15.00
2013-E14	<i>Maynard Lodge of Elks - 1568 BPOE</i>	\$15.00
2013-E15	<i>Maynard Pizza House</i>	\$15.00
2013-E16	<i>Maynard Village Pizza</i>	\$15.00
2013-E17	<i>Morey's Tavern</i>	\$15.00
2013-E18	<i>Peyton's</i>	\$15.00
2013-E19	<i>Pleasant Café'</i>	\$15.00
2013-E20	<i>Tangier</i>	\$15.00
2013-E21	<i>Roasted Peppers</i>	\$15.00
2013-E22	<i>Siam Village</i>	\$15.00
2013-E23	<i>Willys Philly's, Inc.</i>	\$15.00
2013-E24	<i>Wendy's International</i>	\$15.00
2013-E25	<i>Savoring Indian Cuisine</i>	\$15.00
Rooming Houses		
2013-R01	<i>31-R Main Street</i>	\$50.00
2013-R02	<i>137 Main Street</i>	\$50.00
2013-R03	<i>1-2 Railroad Street</i>	\$50.00
Used Car Dealer		
2013-UD01	<i>Artisan Automotive</i>	\$200.00
2013-UD02	<i>Assabet Mack Service</i>	\$200.00
2013-UD03	<i>AVIS Car Rental</i>	\$200.00
2013-UD04	<i>Brown's Auto body</i>	\$200.00
2013-UD05	<i>Christmas Motors</i>	\$200.00
2013-UD06	<i>Duncan's Beemer's</i>	\$200.00
2013-UD07	<i>Fun Hondas</i>	\$200.00
2013-UD08	<i>Greater Auto Sales</i>	\$200.00
2013-UD09	<i>Maynard Motors</i>	\$200.00
2013-UD10	<i>McCabe Motors</i>	\$200.00
2013-UD11	<i>Shorette's Automotive or</i>	\$\$200.00
Carry In Alcoholic		
2013-C01	<i>Willy's Philly's</i>	\$25.00
2013-C02	<i>Paint N Pour</i>	\$25.00
2013-C03	<i>El Huipil</i>	\$25.00

Automatic Amusement		
2013-A01	<i>American Legion</i>	\$15.00
2013-A02	<i>Halfway Café</i>	\$30.00
2013-A03	<i>Maynard Lodge of Elks</i>	\$45.00
2013-A04	<i>Morey's Tavern</i>	\$15.00
2013-A05	<i>Pleasant Café'</i>	\$45.00
Livery		
2013-L01	<i>Paragon Livery</i>	\$200.00
		\$5,965.00

c) Abatement Request 51-00082560 2216 Main St. Ruair Sweeney

d) Abatement Request 51-0002879-0 13 Garfield St. Nancy & Tom Black

7. Public Hearing 7:15 Liquor Violations, Maynard Rod & Gun Club
8. Public Hearing 7:30 Liquor License Transfer Oriental Delight
9. Public Hearing 7:45 Liquor License Transfer for Thai Chill
10. Discussion with Chief Dubois regarding vehicles
11. Online & Fee Structure Follow up with Kevin Sweet
12. Comcast letter re: Amended and Restated Lease Agreement
13. Peyton's Rivers Edge – Water connection
14. Town Administrator's Report
15. Old/New Business
16. Chairman's Report
17. Adjourn ()

Respectfully submitted



Michael Sullivan, Town Administrator



Draft minutes for Nov. 13, 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, November 13, 2012
Room 201, Town Hall
Time: 7:00 pm

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

Pledge of Allegiance,

Public Discussion:

Motion made by Selectman Chetwynd to approve the minute for the October 30, 2012 meeting. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

List of Correspondences

- a) Facilities Department, monthly report, Oct. 2012
- b) DPW monthly report, Oct 2012
- c) Fire Depart, monthly report, Oct. 2012
- d) Police Depart, monthly report, Oct. 2012
- e) Town Accountant, monthly report, Oct. 2012
- f) Treasurer/Collector monthly report, Oct. 2012
- g) Library monthly report, Oct. 2012
- h) FinCom meeting notice, Nov. 8, 2012

TA, Mike Sullivan

November 13, 2012

Becky Mosca

- i) A.B.C.C. Calendar year 2013 Legal Holidays and Dates of Observance
- j) Planning Board Meeting Notice
- k) Citizens letter dated Nov 5, 2012
- l) CTP 2012 Annual TIF report.
- m) COA meeting, update on proposed plans for 129 Parker Street

Motion made by Selectman Gavin to approve the list of correspondences as shown. Second by Selectman Chetwynd. Vote 3-0. **Motion approved.**

Consent agenda Added.

ABCC Advisory RE: Renewal of Annual Retail Licenses

Lic #	Licensee name	Address
06760003	27 Main Street Corp	27 Main Street
06760004	Pleasant Café Inc.	36 Main Street
06760005	Nakorn Thai, Inc.	98 Main Street
06760006	Saini Enterprises, Inc.	157 Main Street
06760007	Tangiers, LLC.	163 Main Street
06760008	Neighborhood Brick Oven	76 Main Street
06760010	Blue Coyote Grille, Inc.	137 Main Street
06760011	JK Wong, Inc.	42 Nason Street
06760012	K of C	40 Summer Street
06760013	Sterling Golf Manage	50 Brown Street
06760014	Maynard Rod & Gun	45 Old Mill Road
06760015	Maynard Elks	34 Powdermill Road
06760018	Thai Chilli	40 Main Street
06760019	American Legion	51 Summer Street
06760020	KLKC, Inc.	51 Waltham Street
06760022	Halfway Café'	51 Main Street
06760024	Off License Enterprise	48 Main Street
06760025	Thai Sura Merai	129 Main Street
06760026	Online Wine and Liquors, Inc.	86A Powdermill Road
06760027	TRP Corp	180 main Street
06760029	Russell's Convenience	193 Main Street
06760030	Arvind Urmila Corp	49 Walnut Street
06760033	Chong Oriental Cuisine	83 Main Street
06760034	Carron Restaurant Group	86 Powdermill Road
06760036	Seawitch, Inc.	175 Main Street

06760037	Cast Iron Kitchen, LLC	177 Main Street
06760038	Roasted Peppers	65 Main Street

Motion made by Selectman Chetwynd to approve the list of liquor license renewals as shown. Second by Selectman Capello. Vote 3-0. **Motion approved.**

Public Hearing License transfer 7:15 PM

LEGAL NOTICE

Notice is hereby given, in accordance with Massachusetts General Laws Chapter 138, as amended, that a Public Hearing will be held on Tuesday, November 13, 2012 at 7:15 p.m. in the meeting room (No. 201) of Maynard Town Building on an application for a transfer of an All Alcohol License from Russell's Convenience Store to J. Salamone Enterprises, Inc. 193 Main Street, Maynard. A copy of the application is on file in the Municipal Services / Licensing Division.

Motion made by Selectman Chetwynd to approve the liquor license transfer for Russell's Convenience Store to J. Salamone Enterprises, Inc. As shown. Second by Selectman Capello. Vote 3-0. **Motion approved.**

Appointments

- a) Kevin Calzia, Planning Board

Motion made by Selectman Chetwynd to approve Kevin Calzia to the Planning Board with a term June 30, 2015. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

- b) Timothy Caldwell, Capital Planning Committee

Motion made by Selectman Chetwynd to approve Timothy Caldwell to the Capital Planning Committee with a term June 30, 2015. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

Winter Parking ban

Motion made by Selectman Chetwynd to approve the winter parking ban from December 1, 2012 from 2:00 am until 6:00 am thru March 15th, 2013. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

Public Hearing: FY 13 Tax Hearing

As required by Massachusetts General Law Chapter 40, Section 56, the Maynard Board of Selectmen will hold their annual fiscal year 2013 Tax Classification Hearings on Tuesday, November 13, 2012 at 7:30 PM in the Michael J. Gianotis meeting Room (No. 201) at the Maynard Town Building. The purpose of the hearing is to determine the

percentages of the local tax levy to be borne by each class of real property. The Public is welcome to attend

MOTIONS

RESIDENTIAL EXEMPTION

Motion Selectman Gavin to approve the no vote to the residential exemption. Second by Selectman Chetwynd. Vote 3-0. **Motion approved.**

SMALL COMMERCIAL EXEMPTION

Motion Selectman Chetwynd to approve the no vote to the small commercial exemption. **Second** by Selectman Capello. Vote 3-0. **Motion approved.**

CLASSIFICATION SHIFTS

Motion Selectman Chetwynd to approve the **Single Rate at \$20.05 and Split Rate at \$29.55 of Split 1.39.** Second by Selectman Gavin. Vote 2-1 (Selectman Capello). **Motion approved.**

Town Administrator's Report

- 129 Parker Street, Capital Development and Lone Star Financial continue to show interest.
- Maynard Golf Course/Sterling Golf Management
- Regional Housing Specialist, MAPC
- Regional Transportation
- Magic Event
- Holiday Schedule for Town Hall, Mon ~ Tues closed, Wed, Thurs 8:00 am until 6:00 pm Fri 8:00 am until 2:30 pm. The following week the same but on Friday its 8:00 am until 6:00 pm.

Old/New Business

Selectman Gavin; Congratulate the Veterans Day Parade and event. Thanked residents for attendance, acknowledgment on proposed project for the CPA funds for (2) veterans homes.

Selectman Chetwynd; Commented that Selectman Gavin's words were heart felt at the Veterans Memorial.

Charter update, committee submitted draft to the Town Clerk on November 13, 2012. Will schedule a time to be on the agenda with the BOS to outline the changes in the by-Laws.

Selectman Capello; Golf Club reuse Committee next meeting for the public be will December 5th, 7:00 PM at the Maynard Fowler School Library. Thanked Selectman Gavin for his amazing speech, once again great job at the Veterans Memorial day parade and event.

Executive Session

In the Matter of: Land

Motion made by Selectman Chetwynd to go into executive session.
Duly seconded by Selectman Gavin.

Roll Call

David Gavin	Yea
James Buscemi	Absent
Dawn Capello	Yea
Mick Hurrey	Absent
Brendon Chetwynd	Yea

After the executive session, this meeting will not reconvene in open session.

Motion made by Selectman Chetwynd to adjourn. Second by Selectman Gavin. Vote 3-0. **Motion approved.**

Time: 9:17 pm

Approved: _____

Date:

Selectman, Chetwynd, Clerk

Initials: BJM



MAYNARD FIRE DEPARTMENT

Fire Chief
Anthony Stowers

Monthly Report

NOVEMBER 2012

FIRE RESPONSE ACTIVITIES

Number of requests for service break down for the month break down as follows:

Fire Investigation	
Basic life support ambulance	24
Advanced life support ambulance	22
Mutual aid ambulance	0
Motor vehicle accident	5
Pedestrian hit by motor vehicle	0
Flammable gas leak	1
Flammable liquid/Hazardous Material spill	1
Building/Chimney Fire	1
Carbon monoxide detector activation	4
Medical assist with no patient care	4
Lock-out	1
Mutual aid building fire/Automatic aid	2
Good intent/assist police/investigation	6
Well-being check	5
Rescue with no medical emergency	4
Smoke Investigation	2
System/Furnace malfunction	1
Smoke detector activation with no fire	7
LP gas inspection/Tank Truck/Fuel Tank	0
Investigation of citizens complaint	1
Smoke/CO detector inspection	16
Arcing electrical/wires down/overheat	2
Cooking Fire/barbeque fire/Brush/Vegetation	3
Unintentional false/canceled/unauthorized burning/other	1
Total * Not complete month	111

TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 293 hours of on-shift training in November in a variety of topics such as driver/operator, dispatch operations, and hydrant and drafting operations, vehicle extrication, building familiarity with walks through multiple buildings among other topics. Training also continued for our probationary firefighters as they become familiar with Maynard Fire Department procedures and methods. Tim Gray completed an Emergency Vehicle Technician Class. This will allow to Tim to perform maintenance work on our fire apparatus so we won't need to send everything out for repairs.

SHIFT PROJECTS AND ACTIVITIES

We finalized the Ambulance contract this month, signing off on the drawings as the unit goes to the assembly line.

Tim Gray made repairs to Engine 1 and its electrical system.

We developed a back-up phone system for Emergency 911 calls as we were having a problem during power outages.

We have continued working closely with a software company called GovCentric and had a working demonstration on Friday, November 30th. We have been chosen to help develop a prototype fire department records management program to be marketed nationally. This program should be up and running by early next year and will increase efficiency in fire department operations.

We have continued developing and review standard operating guidelines and general orders.

ACTIONS OF NOTE:

This month we kicked off our Continuous Quality Improvement Program for EMS delivery. This was done by Captain King, Bruce Trefry (from Emerson Hospital) and Chief Stowers.

Captain Landry continues to work on a new Fire Prevention Officer Program sponsored by the Massachusetts Fire Academy

Chief Stowers continues working on Chief Officer 3 and 4 through the Massachusetts Fire Academy and recently completed the Fire Chief Accreditation Process through the Fire Chiefs Association of Massachusetts.

Captain King has done a great job scheduling and following through with the EMT recertification process, having done this myself I know how time consuming it can be, great job Captain.

Firefighter Walter Latta has promoted to the position of Acting Captain for Group 1.

Maynard Firefighters stood by at this year's Pep Rally/Bon Fire for Maynard High School on November 19th.

We have continued to see a rise in simultaneous emergencies, particularly medical emergencies.

Fire Prevention activities that couldn't be completed in October were finished up and crews worked hard on annual safety inspections in certain occupancies in town. Our Voluntary Home Inspection continues, to date many potentially lifesaving recommendations have been made.

We have continued to pursue grant funding from multiple sources, and appear to still be in the running for some Federal Grants, let's keep our fingers crossed.

Our public education campaign has continued and we have added some very important safety information to both the Fire Department website and our Maynard Fire Department Facebook Page. Look for more going forward. We had multiple tours this month including a tour by local Girl Scouts.

We are looking forward to the awards presentation on December 18th when Sean Kiley is presented the Norman K. Knight Award for outstanding community service.

Respectfully Submitted,
Anthony Stowers



Maynard Police Department

Chief Mark W. Dubois

To: Board of Selectmen

Monthly Report - November 2012

November started off with a department wide firearms training event. The Middlesex County Sheriff's Department stationed their Firearms Trailer in Maynard for three days. The firearms trailer is a self contained indoor shooting range. The training is coordinated by two Sheriff's Department officers who are firearms instructors and certified to run the equipment in the mobile range. The training consisted of Maynard officers responding to the trailer during their tour of duty, to simulate an actual response and wearing their usual duty equipment.

The training is unique because inside the mobile range is a movie projector screen that real life scenario's are displayed. The scenario's are interactive and either escalate or deescalate depending on the officers actions. Once a scenario is completed, the instructors review and discuss actions and options available to the officer if they were to encounter similar situations for real. The training consists of approximately 15 to 20 scenarios and is less than 1 hour. This training is a service the Middlesex County Sheriff's Department provided at no cost to the town. The firearms trailer is one aspect of continued training that officers receive annually.

The Police Department also agreed to accept Safety Net administered by the Middlesex County Sheriff's Department, which is a new program they offer. Safety Net is a fee based tracking system for any at risk people with disabilities or illness, such as an Alzheimer's patient. The person is supplied with a wristband that when activated gives off a locating signal. When the citizen is reported missing and is a member of Safety Net, we would activate the signal and then contact the Sheriff's department. The Sheriff's department responds with several teams of officers trained in search and rescue with devices specific to Safety Net. This program will be extremely beneficial in locating a lost person much quicker than traditional methods and again is at no additional cost to Maynard.

Respectfully submitted,

Mark W. Dubois

197 Main Street, Maynard, Ma 01754

978-897-1031

Fax 978-897-8002

mdubois@maynardpolice.com

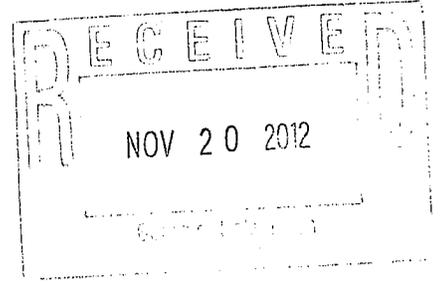
Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Hang Up	0	1	1
911 Abandoned	0	7	7
911 Accidental	0	4	4
Alarm Fire/Smoke	0	2	2
Alarm / Carbon Monoxide	0	2	2
Alarm - Medical	0	1	1
Alarm, Burglar	0	21	21
Animal Complaint	0	11	11
Area check	55	1	56
Assault	0	1	1
Assist Citizen	2	16	18
Assist Fire Dept.	0	6	6
Assist Other Agency	0	10	10
Barking Dog	0	2	2
B & E (Motor Vehicle)	1	9	10
B & E (Past)	0	1	1
Prisoner Cell Checks	0	9	9
Building Check	243	0	243
Civil Dispute	0	1	1
Disturbance	0	12	12
Disabled MV	2	3	5
Domestic Disturbance	0	3	3
Dumping, Illegal	0	2	2
Escort / Transport	1	0	1
Environmental	0	1	1
Fire, Other	0	2	2
Field Interview	5	0	5
Follow Up Investigation	1	0	1
Fraud	0	3	3
General Service	9	22	31
Harassing / Harassing Calls	0	4	4
Hazard	0	13	13
ID Check	0	1	1
Investigation	1	2	3
Juvenile Offenses	1	1	2
Larceny	0	7	7
Liquor Law Violation	0	1	1
Loud Music	0	1	1
Medical Emergency	0	37	37
Missing Person	2	0	2
M/V Accident w/ no injuries	0	11	11
M/V Accident, w/Injuries	0	1	1
M/V Accident; Hit & Run	0	2	2
Motor Vehicle Stop	146	0	146
Motor Vehicle Violation	3	5	8
Notification	0	3	3
Nuisance	0	2	2
Open door	1	4	5
Serve Paperwork	5	1	6
Parking Complaint	0	7	7
Found / Lost Property	0	2	2
Private Tow	0	1	1
Radar Enforcement	110	0	110
Recovered Stolen MV	0	1	1
Serve Restraining Order	1	0	1
Suspicious Activity	4	18	22
Traffic Enforcement	5	2	7
Traffic Control	1	0	1
Traffic Hazard	0	2	2
Truancy	1	1	2
Unwanted Party	0	2	2
Vandalism	0	2	2
Serve Warrant	1	4	5
Well Being Check	0	7	7
Wire Down	0	3	3
TOTAL	601	301	902



TOWN OF MAYNARD
Town Accountant – Lori Blanchard

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1352
Fax: 978-897-1013
lblanchard@townofmaynard.net



TO: Mike Sullivan, Town Administrator
FROM: Lori Blanchard, Town Accountant *LB*
DATE: November 20 2012
SUBJECT: MONTHLY RECONCILIATION - RECEIVABLES

Attached please find the reconciled balances report as of 8/31/12 for the outstanding receivables for the Collector/Treasurer and the Town Accountant.

There is a column added to the Town Accountant's figures which represents the differences existing on 6/30/12. I will continue to reconcile monthly in FY13 using the same figures for differences.

I will research the history in the General Ledger for FY12 and prior, to determine why these differences exist, and to do the correcting entries as needed.

Thank you and if you have any questions, please let me know.

cc: Cheryl Kane, Collector/Treasurer

OWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 8/31/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit Items	Adjusted Accountant	Collector	Difference
Personal Property	1991	80.78	(80.78)		-	-	-
	1992	95.33	(95.33)		-	-	-
	1993	3,191.42	(3,191.42)		-	-	-
	1994	3,726.61	(3,726.61)		-	-	-
	1995	2,313.49	(2,313.49)		-	-	-
	1996	4,196.85	(4,196.85)		-	-	-
	1997	3,004.43	(3,004.43)		-	-	-
	1998	4,172.29	(4,172.29)		-	-	-
	1999	6,279.11	(6,279.11)		-	-	-
	2000	7,393.00	(7,393.00)		-	-	-
	2001	5,126.50	(5,126.50)		-	-	-
	2002	5,747.56	(5,747.56)		-	-	-
	2003	5,163.84	(5,163.84)		-	-	-
	2004	3,480.06	(3,480.06)		-	-	-
	2005	(3,840.02)	6,963.83		3,123.81	3,123.81	-
	2006	(2,150.77)	6,486.16		4,335.39	4,335.39	0.00
	2007	11,694.18	(8,176.63)		3,517.55	3,517.55	-
	2008	3,550.90	-		3,550.90	3,550.90	-
	2009	1,545.07	15,318.52		16,863.59	16,863.59	-
	2010	4,511.98	-		4,511.98	4,511.98	-
	2011	(202.83)	(222.06)		(424.89)	(424.89)	-
	2012	6,240.01	188.83		6,428.84	6,428.84	-
	2013	180,292.71			180,292.71	180,292.71	-
PP - SUBTOTALS		255,612.50	(33,412.62)		222,199.88	222,199.88	0.00
Real Estate	1977	3,981.07	(3,981.07)		-	-	-
	1978	1,472.13	(1,472.13)		-	-	-
	1979	841.24	(841.24)		-	-	-
	1980	16.23	(16.23)		-	-	-
	1981	-	-		-	-	-
	1982	32.12	(32.12)		-	-	-
	1983	5,901.64	(5,901.64)		-	-	-
	1984	9,689.76	(9,689.76)		-	-	-
	1985	3,262.15	(3,262.15)		-	-	-
	1986	2,613.07	(2,613.07)		-	-	-
	1987	2,186.67	(2,186.67)		-	-	-
	1988	1,708.24	(1,708.24)		-	-	-
	1989	2,778.21	(2,778.21)		-	-	-
	1990	2,920.05	(2,920.05)		-	-	-
	1991	4,683.36	(4,683.36)		-	-	-
	1992	2,559.94	(2,559.94)		-	-	-
	1993	2,253.50	(2,253.50)		-	-	-
	1994	1,448.83	(1,448.83)		-	-	-
	1995	29.83	(29.83)		-	-	-
	1996	29.49	(29.49)		-	-	-
	1997	30.82	(30.82)		-	-	-
	1998	29.20	(29.20)		-	-	-
	1999	(10.89)	10.89		-	-	-
	2000	32.34	(32.34)		-	-	-
	2001	284.63	(284.63)		-	-	-
	2002	44.23	(44.23)		-	-	-
	2003	(164.50)	164.50		-	-	-
	2004	(107.75)	107.75		-	-	-
	2005	(5,990.93)	5,990.70		(0.23)	(0.23)	0.00
	2006	11,502.24	(11,502.24)		-	-	-
	2007	10,905.50	(9,834.58)		1,070.92	1,070.92	-
	2008	156.86	86.06		242.92	242.92	0.00
	2009	(1,134.38)	1,142.39		8.01	8.01	(0.00)
	2010	7,577.26	(8,586.09)		(1,008.83)	(1,008.83)	(0.00)
	2011	259,889.71	(263,354.06)		(3,464.35)	(3,464.35)	0.00

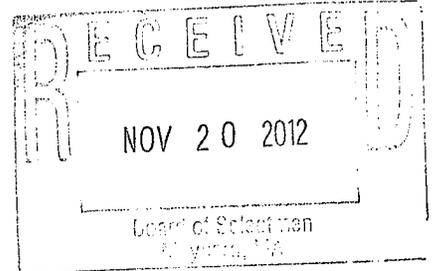
OWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 8/31/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit Items	Adjusted Accountant	Collector	Difference
	2012	(598.11)	223,567.85	(3,660.60)	219,309.14	219,309.14	-
	2013	6,259,224.23			6,259,224.23	6,259,224.23	-
RE - SUBTOTALS		6,590,077.99	(111,035.58)	(3,660.60)	6,475,381.81	6,475,381.81	0.00
ax Title Liens - SUBTOTALS		1,853,098.91	(258,353.20)		1,594,745.71	1,594,745.71	0.00
ax Foreclosures - SUBTOTALS		-			-	-	-
fferred Taxes - SUBTOTALS		48,489.53	-		48,489.53	48,489.53	-
Motor Vehicle Excise	1978	964.66	(964.66)		-	-	-
	1979	12,675.41	(12,652.31)		23.10	23.10	(0.00)
	1980	10,351.51	(10,351.51)		-	-	-
	1981	5,928.11	(5,928.11)		-	-	-
	1982	5,612.88	(5,612.88)		-	-	-
	1983	7,176.72	(7,176.72)		-	-	-
	1984	6,117.43	569.88		6,687.31	6,687.31	-
	1985	7,532.41	241.69		7,774.10	7,774.10	-
	1986	6,382.38	334.53		6,716.91	6,716.91	-
	1987	7,114.03	(439.52)		6,674.51	6,674.51	-
	1988	9,179.47	(1,282.07)		7,897.40	7,897.40	-
	1989	10,635.87	(2,265.75)		8,370.12	8,370.12	-
	1990	10,005.49	(3,874.53)		6,130.96	6,130.96	-
	1991	5,301.67	64.78		5,366.45	5,366.45	-
	1992	5,374.72	(81.27)		5,293.45	5,293.45	-
	1993	4,303.24	27.08		4,330.32	4,330.32	-
	1994	3,443.34	456.15		3,899.49	3,899.49	-
	1995	3,270.08	364.00		3,634.08	3,634.08	-
	1996	3,146.33	434.31		3,580.64	3,580.64	-
	1997	4,267.48	70.35		4,337.83	4,337.83	-
	1998	5,383.15	109.80		5,492.95	5,492.95	-
	1999	4,228.15	377.50		4,605.65	4,605.65	-
	2000	3,879.77	215.36		4,095.13	4,095.13	-
	2001	4,291.58	278.34		4,569.92	4,569.92	-
	2002	5,684.54	875.74		6,560.28	6,560.28	-
	2003	7,068.70	718.19		7,786.89	7,786.89	-
	2004	4,549.36	954.10		5,503.46	5,503.46	-
	2005	7,904.50	759.48		8,663.98	8,663.98	-
	2006	2,678.06	4,597.79		7,275.85	7,275.85	-
	2007	13,078.63	(3,517.90)		9,560.73	9,560.73	-
	2008	5,255.17	2,881.36		8,136.53	8,136.53	-
	2009	2,464.49	4,701.87		7,166.36	7,166.36	-
	2010	(925,397.14)	934,335.46		8,938.32	8,938.32	0.00
	2011	813,465.80	(798,379.38)		15,086.42	15,086.42	(0.00)
	2012	74,393.13	(8.75)		74,384.38	74,384.38	-
	2013	-			-	-	-
MVE - SUBTOTALS		157,711.12	100,832.40		258,543.52	258,543.52	0.00

TOWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 8/31/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit Items	Adjusted Accountant	Collector	Difference
Storm Preservation	2007	41.66	-		41.66	41.66	-
	2008	-	-		-	-	-
	2009	27.26	(27.26)		-	-	-
	2010	(398.64)	28.47		(370.17)	(370.17)	-
	2011	(1,548.34)	1,544.98		(3.36)	(3.36)	(0.00)
	2012	(9,293.72)	8,353.63		(940.09)	(940.09)	0.00
	2013	51,272.46			51,272.46	51,272.46	-
CPA - SUBTOTALS		40,100.68	9,899.82		50,000.50	50,000.50	0.00
Water Treatment - Septic - SUBTOTALS		-			-	-	-
Water Receivables							
Water Accts Recv - SUBTOTALS		36,382.05	(36,382.05)		-	-	-
Water Rates		818,910.52	(404,607.91)		414,302.61	414,302.61	-
Water Cross Connect		(3,104.64)	7,513.12		4,408.48	4,408.48	(0.00)
Sewer Receivables							
Sewer Accts Recv (Acct) - SUBTOTALS		(8,245.02)	8,245.02		-	-	-
Sewer Rates (Acct)		1,073,072.29	(464,363.85)		608,708.44	608,708.44	0.00
WATER-Utility Liens Added to Taxes							
Water Liens	1977	63.90	(63.90)				-
	1984	60.00	(60.00)				-
	2004	314.71	(314.71)				-
	2006	611.17	(611.17)				-
	2007	(318.19)	318.19				-
	2008	(1,816.39)	1,816.39				-
	2009	(66,183.91)	66,183.91				-
	2010	(171,598.70)	171,598.70				-
	2011	150,034.19	(150,034.19)				-
	2012	19,173.00	(19,755.08)				-
	2013	-					-



TOWN OF MAYNARD
Town Accountant – Lori Blanchard

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1352
Fax: 978-897-1013
lblanchard@townofmaynard.net



TO: Mike Sullivan, Town Administrator
FROM: Lori Blanchard, Town Accountant *LB*
DATE: November 20 2012
SUBJECT: MONTHLY RECONCILIATION - RECEIVABLES

Attached please find the reconciled balances report as of 9/30/12 for the outstanding receivables for the Collector/Treasurer and the Town Accountant.

There is a column added to the Town Accountant's figures which represents the differences existing on 6/30/12. I will continue to reconcile monthly in FY13 using the same figures for differences.

I will research the history in the General Ledger for FY12 and prior, to determine why these differences exist, and to do the correcting entries as needed.

Thank you and if you have any questions, please let me know.

cc: Cheryl Kane, Collector/Treasurer

OWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 9/30/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit	Adjusted	Collector	Difference
				Refunds	Accountant		
Personal Property	1991	80.78	(80.78)		-	-	-
	1992	95.33	(95.33)		-	-	-
	1993	3,191.42	(3,191.42)		-	-	-
	1994	3,726.61	(3,726.61)		-	-	-
	1995	2,313.49	(2,313.49)		-	-	-
	1996	4,196.85	(4,196.85)		-	-	-
	1997	3,004.43	(3,004.43)		-	-	-
	1998	4,172.29	(4,172.29)		-	-	-
	1999	6,279.11	(6,279.11)		-	-	-
	2000	7,393.00	(7,393.00)		-	-	-
	2001	5,126.50	(5,126.50)		-	-	-
	2002	5,747.56	(5,747.56)		-	-	-
	2003	5,163.84	(5,163.84)		-	-	-
	2004	3,480.06	(3,480.06)		-	-	-
	2005	(3,840.02)	6,963.83		3,123.81	3,123.81	-
	2006	(2,150.77)	6,486.16		4,335.39	4,335.39	0.00
	2007	11,694.18	(8,176.63)		3,517.55	3,517.55	-
	2008	3,550.90	-		3,550.90	3,550.90	-
	2009	1,069.96	15,318.52		16,388.48	16,388.48	-
	2010	5,092.96	-		5,092.96	5,092.96	-
	2011	775.79	(222.06)	2,964.72	3,518.45	3,518.45	-
	2012	6,112.06	188.83	197.22	6,498.11	6,498.11	(0.00)
	2013	179,201.27			179,201.27	179,201.27	-
PP - SUBTOTALS		255,477.60	(33,412.62)		225,226.92	225,226.92	-
Real Estate	1977	3,981.07	(3,981.07)		-	-	-
	1978	1,472.13	(1,472.13)		-	-	-
	1979	841.24	(841.24)		-	-	-
	1980	16.23	(16.23)		-	-	-
	1981	-	-		-	-	-
	1982	32.12	(32.12)		-	-	-
	1983	5,901.64	(5,901.64)		-	-	-
	1984	9,689.76	(9,689.76)		-	-	-
	1985	3,262.15	(3,262.15)		-	-	-
	1986	2,613.07	(2,613.07)		-	-	-
	1987	2,186.67	(2,186.67)		-	-	-
	1988	1,708.24	(1,708.24)		-	-	-
	1989	2,778.21	(2,778.21)		-	-	-
	1990	2,920.05	(2,920.05)		-	-	-
	1991	4,683.36	(4,683.36)		-	-	-
	1992	2,559.94	(2,559.94)		-	-	-
	1993	2,253.50	(2,253.50)		-	-	-
	1994	1,448.83	(1,448.83)		-	-	-
	1995	29.83	(29.83)		-	-	-
	1996	29.49	(29.49)		-	-	-
1997	30.82	(30.82)		-	-	-	
1998	29.20	(29.20)		-	-	-	
1999	(10.89)	10.89		-	-	-	
2000	32.34	(32.34)		-	-	-	
2001	284.63	(284.63)		-	-	-	
2002	44.23	(44.23)		-	-	-	
2003	(164.50)	164.50		-	-	-	
2004	(107.75)	107.75		-	-	-	
2005	(5,990.93)	5,990.70			(0.23)	(0.23)	0.00
2006	11,502.24	(11,502.24)			-	-	-
2007	10,905.50	(9,834.58)			1,070.92	1,070.92	-
2008	156.86	86.06			242.92	242.92	0.00
2009	(1,134.38)	1,142.39			8.01	8.01	(0.00)
2010	8,230.70	(8,586.09)		194.01	(161.38)	(161.38)	(0.00)
2011	262,612.03	(263,354.06)			(742.03)	(742.03)	(0.00)

OWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 9/30/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit	Adjusted	Collector	Difference
				Refunds	Accountant		
	2012	(53,588.84)	223,567.85	3,961.80	173,940.81	173,940.81	-
	2013	6,143,392.55			6,143,392.55	6,143,392.55	-
RE - SUBTOTALS		6,424,631.34	(111,035.58)		6,317,751.57	6,317,751.57	(0.00)
ax Title Liens - SUBTOTALS		1,798,139.76	(258,353.20)		1,539,786.56	1,539,786.56	0.00
ax Foreclosures - SUBTOTALS		-			-	-	-
Deferred Taxes - SUBTOTALS		48,489.53	-		48,489.53	48,489.53	-
Motor Vehicle Excise	1978	964.66	(964.66)		-	-	-
	1979	12,675.41	(12,652.31)		23.10	23.10	(0.00)
	1980	10,351.51	(10,351.51)		-	-	-
	1981	5,928.11	(5,928.11)		-	-	-
	1982	5,612.88	(5,612.88)		-	-	-
	1983	7,176.72	(7,176.72)		-	-	-
	1984	6,117.43	569.88		6,687.31	6,687.31	-
	1985	7,532.41	241.69		7,774.10	7,774.10	-
	1986	6,382.38	334.53		6,716.91	6,716.91	-
	1987	7,114.03	(439.52)		6,674.51	6,674.51	-
	1988	9,179.47	(1,282.07)		7,897.40	7,897.40	-
	1989	10,635.87	(2,265.75)		8,370.12	8,370.12	-
	1990	10,005.49	(3,874.53)		6,130.96	6,130.96	-
	1991	5,286.67	64.78		5,351.45	5,351.45	-
	1992	5,374.72	(81.27)		5,293.45	5,293.45	-
	1993	4,303.24	27.08		4,330.32	4,330.32	-
	1994	3,443.34	456.15		3,899.49	3,899.49	-
	1995	3,270.08	364.00		3,634.08	3,634.08	-
	1996	3,146.33	434.31		3,580.64	3,580.64	-
	1997	4,267.48	70.35		4,337.83	4,337.83	-
	1998	5,383.15	109.80		5,492.95	5,492.95	-
	1999	4,228.15	377.50		4,605.65	4,605.65	-
	2000	3,806.95	215.36		4,022.31	4,022.31	-
	2001	4,247.41	278.34		4,525.75	4,525.75	-
	2002	5,684.54	875.74		6,560.28	6,560.28	-
	2003	7,068.70	718.19		7,786.89	7,786.89	-
	2004	4,549.36	954.10		5,503.46	5,503.46	-
	2005	7,904.50	759.48		8,663.98	8,663.98	-
	2006	2,678.06	4,597.79		7,275.85	7,275.85	-
	2007	13,033.94	(3,517.90)		9,516.04	9,516.04	-
	2008	5,255.17	2,881.36		8,136.53	8,136.53	-
	2009	2,316.99	4,701.87		7,018.86	7,018.86	-
	2010	(925,423.49)	934,335.46		8,911.97	8,911.97	0.00
	2011	812,551.01	(798,379.38)	257.81	14,429.44	14,429.44	(0.00)
	2012	52,175.09	(8.75)	4,215.80	56,382.14	56,382.14	-
	2013	-			-	-	-
MVE - SUBTOTALS		134,227.76	100,832.40		239,533.77	239,533.77	0.00

OWN OF MAYNARD - MONTHLY RECONCILIATION OF OUTSTANDING RECEIVABLES AS OF 9/30/12							
CATEGORY	YEAR	Accountant	6/30/2012 DIFFERENCES	Transit Refunds	Adjusted Accountant	Collector	Difference
omm Preservation	2007	41.66	-		41.66	41.66	-
	2008	-	-		-	-	-
	2009	27.26	(27.26)		-	-	-
	2010	(381.08)	28.47	9.45	(343.16)	(343.16)	-
	2011	(1,548.34)	1,544.98		(3.36)	(3.36)	(0.00)
	2012	(9,624.49)	8,353.63	1,242.06	(28.80)	(28.80)	0.00
	2013	50,370.23			50,370.23	50,370.23	-
CPA - SUBTOTALS		38,885.24	9,899.82		50,036.57	50,036.57	0.00
etterments - Septic - SUBTOTALS		-			-	-	-
Water Receivables							
Water Accts Recv - SUBTOTALS		36,382.05	(36,382.05)		-	-	-
Water Rates		797,299.88	(404,607.91)	21.80	392,713.77	392,713.77	0.00
Water Cross Connect		(3,104.64)	7,513.12		4,408.48	4,408.48	(0.00)
Sewer Receivables							
Sewer Accts Recv (Acct) - SUBTOTALS		(8,245.02)	8,245.02		-	-	-
Sewer Rates (Acct)		1,038,284.57	(464,363.85)	44.40	573,965.12	573,965.12	-
WATER-Utility Liens Added to Taxes							
Water Liens	1977	63.90	(63.90)				-
	1984	60.00	(60.00)				-
	2004	314.71	(314.71)				-
	2006	611.17	(611.17)				-
	2007	(318.19)	318.19				-
	2008	(1,816.39)	1,816.39				-
	2009	(66,183.91)	66,183.91				-
	2010	(171,598.70)	171,598.70				-
	2011	150,034.19	(150,034.19)				-
	2012	19,091.99	(19,755.08)				-
	2013	-					-



TOWN OF MAYNARD

Office of Municipal Services

MUNICIPAL BUILDING

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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: November 6, 2012

RE: Monthly Report –October 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.
- ATA attended annual MA Health Officer Association conference.
- Administrative Assistant participated in state-wide MA Responds system drill.

PUBLIC HEALTH DIVISION

- Food Inspectional Services – Maynard Pizza House corrected all violations, completed all requested updates and officially opened under new management on October 31st. Steve Rice, Sr. Food and Drug Inspector from MDPH and Food Inspector Grossman re-inspected Quarterdeck Seafood on October 15th.
- October Board of Health Meeting was postponed due to inclement weather from Hurricane Sandy.
- Landfill – Received and reviewed copy of Post-Closure Use Permit from DEP. Monitoring and maintenance bills are being paid through EPG Solar. Annual fall mowing and maintenance was completed in October.
- Emergency Planning – MCC/MRC looking for two new executive committee members. Senior and Town Employee clinics were held on October 2nd at Town Hall, Union Congregational Church, and Fowler, and were staffed by Emerson Home Care nurses – approximately 89 vaccines were administered. Public Flu Clinic/Emergency Dispensing Site (EDS) Drill was held on October 20th from 10:00am to noon. The test activation of the EOC and radio communication between the EOC and the EDS site at the Fowler worked well. A little over 70 vaccines were administered. The 3rd party evaluator noted that she was very impressed with the operation and that Maynard is the first town she has observed incorporating radio communications with EOC operations as part of their EDS drill.

BUILDING AND INSPECTIONS DIVISION

- 43 Permits Issued, including 2 New Dwelling Permits. As of September 30th we have issued 327 Building permits this calendar year. There were only 301 Building Permits issued in all of 2011.
- \$1,005,199.00 in Value of Construction as compared to \$472,317.00 in September, 2011.
- \$ 9,914.00 collected in Fees as compared to \$5,507.00 in September, 2011.
- 67 Inspections performed.

- Building Commissioner attended the Chapter 304 establishment inspections (nightclubs, et. al.) as a result of the Acts of 2004 following the Station Night Club Fire in RI.
- 17 Plumbing Permits were issued in October totaling \$1,080.00, 13 Gas Permits were issued in October totaling \$900.00, and 19 Electrical Wiring Permits were issued in October totaling \$2,152.00.

CONSERVATION DIVISION

- Public Hearing - RE: 1 Winter Street: The Commission issued a Request for Determination for a house addition and installation of a gas line.
- Public Hearing - RE: 3 Burns Court: The Commission issued an Order of Conditions for rebuilding the house that burned last year.
- Wetland Encroachment violation sent to 29 Dix Road.
- Emergency wetland regulations were issued by Mass DEP for storm related cleanup activities.
- The commission submitted a final CPC proposal for annual funding for the conservation fund.
- The Walcott and Lewis streets neighbors plan to coordinate a cleanup of the Walcott Woods and install picnic tables, signage, and small parking area. The Commission agreed to provide funding for signage and cleanup supplies.
- Inspection and reports from neighbors indicated very little tree damage on conservation parcels after the storm.

PLANNING, ZONING & LICENSING DIVISION

- 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 22, 2012. Mr. Naddeo appeared before the Zoning Board of Appeals for two variances on his property after conducting the public hearing the Board voted 4-1 in favor of the variances.
- 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. After conducting a public hearing the Zoning Board of Appeals denied the applicants request for a special permit.
- 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. During the public hearing on October 22, 2012 the owner and applicant decided to withdraw its application without prejudice.
- 13 Elm Court – Owner requested a special permit from the Zoning Board of Appeals for an accessory use – Hairdresser: hearing scheduled for December 17, 2012.
- Meet informally with three potential buyers for sub-divisions around town.
- Thai Chilli Liquor License Transfer with ABCC to new management, renamed “Thai Chilli House” is now pending decision from the ABCC. The application was returned by the ABCC for additional information. The applicant is in the process of making changes to his application.
- Mike’s Liquors Liquor License Transferred to Thai Sura-Merai LLC d/b/a Merai Liquors. ABCC approved.
- Siam Village Liquor License Manager Change Request received October 1, 2012. ABCC approved.

**Report of the Town Clerk's Office
For the month of October, 2012
Submitted by Michelle Sokolowski**

Activity Report

2012 dog licenses are being processed as they arrive. Late fees and fines are in effect. 1132 dogs have been licensed as of October 31, 2012.

A special voter registration was held on October 17, 2012 for the State Election on November 6, 2012. The Town Clerk's office was open 9AM to 8PM to register new voters. Two hundred and twenty three new voters registered in the month leading up to the registration deadline.

Absentee voting was very active. Four hundred and forty five voters applied and voted absentee in the office or by mail. A new procedure came into effect for UOCAVA voters (Uniformed Overseas Citizens Absentee Voting Act) whereas I was able to email the voter an absentee ballot. This proved to be a very efficient process.

A Special Town Meeting was held October 16, 2012.
One-Hundred twenty three voters were in attendance.

Money taken in was reported and turned over to Treasurer-Collector's Office

All birth, death & marriage records reported to the Registry of Vital Records and Statistics

The following documents were issued:

8 – Business Certificates

20 – Birth Certificates

30 – Death Certificates

22– Marriage Certificates

4– Marriage Intentions

18 – Citation (Dogs)

Eight Board & Committee members were sworn into office.

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

Activity Report

- There was one holiday and one snow storm in October leaving 21 four-hour office work days.
- The van did not run on 10/29 or 10/30 due to inclement weather. No school busses.
- The office was closed on 10/29 but open on 10/30.
- LRTA – Statistics for September 2012. Prepared and mailed invoices for Sept. 2012
- DOT-EOTC prepared and mailed forms for September.
- 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 three payroll submittals, made copies, delivered to Treasurer's office. (10/4, 10/18, 10/31)
- Received copy of Sexual Harassment Policy from M. Sullivan. DH made 5 copies. Distributed to Staff. Obtained signed/witnessed acknowledgements from 4, and delivered to Town Hall. One of 5 is pending.
- Provided assistance in arranging Speakers for the Nov. 5 COA Meeting.
- Prepared with Chairman Agenda for the Nov. 5, COA Meeting.
- Prepared Treasurer's reports – Formula Grant and Revolving Account for October COA Meeting
- Tax Work Off: No Tax Work Off Inquiries or Applications.
- Prepared two SWOP completion letters, for Assessors' office. (MJP, SG) – office visits.
- No SWOP inquiries in October.
- M. Curren and D. Hull attended SMOC training in Framingham on Oct. 22 and Oct. 18, respectively. (BW covered dispatch for DH.)
- Received and process telephone calls – requests for SHINE Consultant. Nearly every call requires an explanation of the process..
- ELDER AFFAIRS: Final report for FY 2012 prepared and submitted.
- 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. Many calls were received regarding Fuel Assistance. Explained the procedure and provided reassurance to some callers.
- Read and answered emails (3-10 per day) from other COAs, Elder Affairs, and Town Staff.
- MC and DH attended monthly COA meeting.

- Social Services information telephone inquiries 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 100K 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** resumed on October 4, 2012 at 1:30 PM in the Common Room at Concord Street Circle. An additional half hour of lessons for beginners was graciously volunteered by the teacher. Several new beginner dancers attended the beginner lesson. The one hour lesson for experienced dancers, and for those beginners who wished to participate. The beginner half hour is working out well as the teacher is able to advance the training for the experienced dancers.

OFFICE STATISTICS FOR October 2012:

756 telephone calls.
20 office visits

VAN STATISTICS for October, 1942 miles driven Ford van.
518 passenger trips. End of month mileage on Ford van 79,656.

COMMENTS

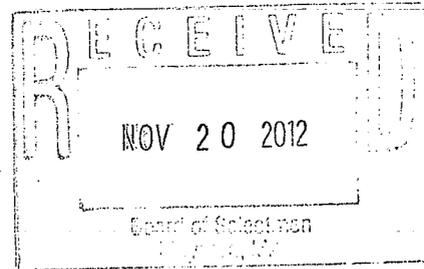
TransAction Group (Michelle Brooke) Emails. Michelle Brooks of TransAction Associates sent a courier to pick up the van schedules. We returned the GPS device to TransAction.

One or two meetings with Chairman and/or Treasurer of COA on various matters.

Assisted the COA Secretary at her requests by emails or telephone calls on various housekeeping matters.

November 18, 2012

Board of Selectmen
Town of Maynard
195 Main Street
Maynard, MA 01754



Dear Members of the Board of Selectmen:

We are writing to request that the Board of Selectmen adopt an ordinance limiting the hours of construction activity. In a town such as Maynard that has small property lots, noise from construction can have a negative impact on many residences. As such, we believe that having standard limits for such noise will allow appropriate construction while allowing residents to enjoy their homes and property in peace during key times.

We have attached an example of such an ordinance, should that prove helpful. If there are steps that we should take to allow our request to move forward or if there is anything we can do to be helpful, please let us know.

Respectfully,

Two handwritten signatures in cursive. The first signature is on the left and the second is on the right.

John Bresnahan and Kristen "Trish" Saunders
11 Dettling Road
Maynard, MA 01754
(978) 897-2806

Enclosure

Sample noise ordinance:

No erection, demolition, alteration, or repair of any building and excavation in regard thereto is permitted except between the hours of 7:00 a.m. and 6:00 p.m. on weekdays that are not federal holidays unless such activity is in the interest of public safety or welfare and has received written exemption from the Town Building Inspector, who may issue a special permit not to exceed one week. Complaints of violations should be made to the Town of Maynard Police Department who will require the noise to be ceased and who will notify the Town Manager and Building Inspector of the violation.



Massachusetts Office on Disability

One Ashburton Place, Room 1305
Boston, MA 02108

617-727-7440 voice & TTY
800-322-2020 voice & TTY
617-727-0965 FAX
Web: <http://www.mass.gov/mod>

Deval L. Patrick, Governor
Timothy P. Murray, Lt. Governor
Myra Berloff, Director

MASSACHUSETTS OFFICE ON DISABILITY ANNOUNCES IMPLEMENTATION OF NEW LAW

Change allows official Massachusetts ID Card to be used for purchase of alcohol

BOSTON – Friday, November 9, 2012 – The Massachusetts Office on Disability (MOD) announced that, beginning October 29, the official Massachusetts Identification Card is now an acceptable form of identification for the purchase of alcohol, removing a long-held stigma against individuals with disabilities. The change was signed into law by Governor Deval Patrick on July 30, 2012 and went into effect on October 29, 2012.

MOD, the Commonwealth's Americans with Disabilities Act Coordinating Agency, has been advocating for the passage of this change through the legislature for the past three sessions. MOD had found that, too often, adults with disabilities were refused the opportunity to purchase alcohol at arenas, turned away from restaurants, and even denied cold medicine at their local drugstore, because their Massachusetts Identification Card was deemed unacceptable identification. The law, signed by Governor Patrick, was supported by a number of members of the Legislature.

"This is a small statutory change that will have a huge impact on the lives of persons with disabilities across the Commonwealth," said Myra Berloff, Director of the Massachusetts Office on Disability (MOD). "My agency regularly received calls from individuals affected by this statute, and I thank the Patrick-Murray Administration and our legislative supporters for their commitment to ensuring equal opportunity for people with disabilities."

Previously, the Commonwealth's General Laws dictated only four acceptable forms of identification that establishments could rely on before selling alcohol to a patron. These four forms of identification were: a valid MA Driver's license issued by the Registry of Motor Vehicles, a liquor identification card issued by the Registry of Motor Vehicles, a valid passport issued either by the US or another foreign government that is recognized by the US government, or a valid US-issued military ID.

The Massachusetts Identification card is also issued by the Registry of Motor Vehicles and is designed to be used by individuals who do not or cannot get a driver's license; many who fall into this category are disabled veterans or persons with disabilities who can't drive. The Massachusetts Identification Card looks very similar to a driver's license and features the same information and tamper proof features as a driver's license. The Massachusetts Identification card has been an acceptable form of state-issued identification for all other facets of daily life except the purchase of alcohol until the signing of this legislation.

The new law, now codified as Chapter 170 of the Acts of 2012, became effective October 29. Going forward, adults possessing valid Massachusetts Identification Cards will be able to use their ID to purchase alcohol, cold medicine and other similarly regulated products if they are otherwise eligible. MOD has worked with the Alcohol Beverages Control Commission (ABCC) to communicate this change to establishments that sell alcohol.

About the Massachusetts Office on Disability

Created in 1981 under M.G.L. Chapter 6 Section 185 the primary mission of the Massachusetts Office on Disability (MOD) is to ensure the full and equal participation of all people with disabilities in all aspects of life by working to advance legal rights, maximum opportunities, supportive services, accommodations and accessibility in a manner that fosters dignity and self-determination. It is the state advocacy agency that serves people with disabilities of all ages and is the designated agency to oversee and administer the Commonwealth's compliance with the Americans with Disabilities Act (ADA).



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

November 19, 2012

Joseph Bonfiglio, Business Manager
Massachusetts Laborers' District Council
7 Laborers' Way
Hopkinton, Massachusetts 01748

Dear Mr. Bonfiglio,

In response to your request dated November 6, 2012 to negotiate successor agreements with the Locals 1156 and 1116 on behalf of the Town of Maynard Board of Selectmen and as their duly appointed representative for collective bargaining I accept Massachusetts Laborers' District Council's request to bargain.

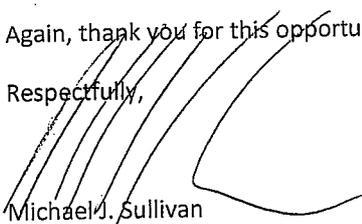
The municipality looks forward to negotiating a fair and appropriate contract in an expedient way. I would request that both units be ready to present their demands within the first three meetings, unless otherwise mutually agreed upon. I would propose that we meet on one of the three proposed dates below, with each unit scheduled in succession. I would ask that the initial meetings be no longer than one hour in length, with a thirty minute break in between meetings.

There should be an understanding in respect to a two week in period scheduled between each session, unless mutually agreed to vary from that standard. I would ask that your agent choose one of the following dates for our initial meeting and be prepared to schedule the following three meetings at the close of that bargaining.

Please choose from January 9, 10 or 15 for the date and nine until ten for the first unit and ten-thirty until eleven-thirty for the second unit as the time. I will hold these dates until December 21st in anticipation of hearing from your organization via mail.

Again, thank you for this opportunity to discuss these union contracts.

Respectfully,


Michael J. Sullivan

Town Administrator, Maynard

cc. Board of Selectmen

November 13, 2012

Budget Memorandum

To; (Template)

From; Michael J. Sullivan, Town Administrator

Re; Fiscal Year 2014 Budget

It is once again that time of the year, a time of nervousness as we all wonder, will we get what we need for the New Year, whether it will be a year of plenty, a year of joy or a year of hardship and tough choices. Only time will tell what the new fiscal year will bring for each department and the Town of Maynard.

It is early in the process, but some initial signs suggest that it may actually be a more difficult year than the last. Most distressing is that the Commonwealth of Massachusetts has missed budget projections for three quarters in a row. As the state reconsiders those projections it gives us pause, as we consider the future effects at the local level.

Through the hard work of Cheryl Kane, Treasurer and her staff we continue to see collections remain reasonably on schedule. This is through aggressive collections and professional equitable approach; it is easier to address problems early as opposed to ignoring them until they get exponentially larger. I compliment Treasurer Kane as she looks for new and innovative ways to allow residents too conveniently and therefore more quickly remand payment, thus protecting and abetting cash flow for the municipality. These weathervanes could change quickly if the fortunes of many or even a few are negatively impacted by downturns in the economy.

It is no secret that the Town of Maynard needs an infusion of "new growth" and I am hopeful for such a gift this budget season. Chief Assessor Angela Marrama has worked hard to fairly identify all growth opportunities as well ferreting out any property values which may have been overlooked previously in order to ensure the burden is balanced and evenhanded for all property owners.

We are all looking forward to working with the latest addition to the financial team, as Lori Blanchard our newly minted Town Accountant brings great municipal experience and enthusiasm to her post which will benefit all.

The "FY 14 Budget Process" will be coordinated by me and I would ask that questions be directed to my e-mail address so we can have a coordinated and consistent message. Selectmen Office staff, Becky

Mosca and Greg Lefter, along with Intern Jaycee Pack from the Accounting Office will be assisting me in gathering information as the process unfolds and I trust everyone will cooperate with them if called upon to provide data. They should not be called upon to field questions; those inquiries need to be directed to me. We will schedule "managers meetings" over the next several weeks and the Finance Committee will be meeting with department heads as necessary through late January.

The fiscal year 2014 (FY14) budget target for your department is -----, this is a two percent increase over the fiscal year (FY 12) "actual expenditure" in most cases. There are some extenuating circumstances (i.e. cost shifted from or to the department, added staff, less staff, new service or requirement) which may have altered your "target", if you are not aware of an anomaly in your departments FY 12, then please call and I will go over the cause for the adjustment.

Please create an initial budget within your "target", reasonably consistent with prior year line item amounts. If you are proposing a substantial change (anything greater than a 4% variant) in any line item you should prepare a rationale for such a modification. Increases above the target will be prioritized with the following in mind;

- The cost increase overtime or immediately produce cost savings in the overall budget.
- The increase is a result of a federal or state mandate.
- The increase is due to a realignment or consolidation.
- The increase will produce a significant improvement or new service to the public.

If you are proposing a "variant" reduction, I will need to hear how your department will be able to continue providing services effectively and if convinced; I will thank you profusely in these stingy times.

Please remember this is the start of the budget season, I would ask that we do not panic or read anything into the process. In these challenging times we must be prudent with our revenues and creative in our solutions. Trust me there are new ideas and plenty of old ones that should be reconsidered, I ask that you embrace the challenge and seek a new way.

Sincerely,

Michael J. Sullivan

Town Administrator, Maynard



TOWN OF MAYNARD
Town Accountant – Lori Blanchard

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1352
Fax: 978-897-1013
lblanchard@townofmaynard.net

TO: Board of Assessors
FROM: Lori Blanchard, Town Accountant *LB*
DATE: November 30, 2012
SUBJECT: NOTIFICATION OF RECEIPTS (MGL c41 s54A)

Attached please find the detailed listing of actual local receipts received in FY12 in accordance with MA General Law c41 s54A (copy attached), other than the report being due to the Assessors from the Town Accountant by 8/1/12, which you are just receiving today.

I will be entering and signing off on the attached amounts on Page 3 of the Town's FY13 Recap Sheet in the DOR Gateway program today.

I will also be forwarding to Angie the memos of explanation for certain local receipts as requested in her email.

Thank you and if you have any questions, please let me know.

/ cc: Mike Sullivan, Town Administrator

TOWN OF MAYNARD		Estimated	Actual	
		Receipts	Receipts	
		FY2012	FY2012	Difference
1	MOTOR VEHICLE EXCISE	950,000.00	1,001,304.51	51,304.51
2	OTHER EXCISE	-	192,681.27	192,681.27
3	PENALTIES & INTEREST ON TAXES AND EXCISES	230,000.00	317,279.88	87,279.88
4	PAYMENTS IN LIEU OF TAXES	40,000.00	23,798.00	(16,202.00)
5	CHARGES FOR SERVICES - WATER	-	-	-
6	CHARGES FOR SERVICES - SEWER	-	-	-
7	CHARGES FOR SERVICES - HOSPITAL	-	-	-
8	CHARGES FOR SERVICES - SOLID WASTE FEES (TRASH)	250,000.00	265,510.06	15,510.06
9	OTHER CHARGES FOR SERVICES	-	-	-
10	FEES	115,000.00	128,348.41	13,348.41
11	RENTALS	40,000.00	41,713.33	1,713.33
12	DEPARTMENTAL REVENUE - SCHOOLS	-	-	-
13	DEPARTMENTAL REVENUE - LIBRARIES	-	-	-
14	DEPARTMENTAL REVENUE - CEMETERIES	30,000.00	30,210.00	210.00
15	DEPARTMENTAL REVENUE - RECREATION	-	-	-
16	OTHER DEPARTMENTAL REVENUE	-	14,225.29	14,225.29
17	LICENSES AND PERMITS	140,000.00	211,645.41	71,645.41
18	SPECIAL ASSESSMENTS	-	-	-
19	FINES AND FORFEITS	100,000.00	92,146.05	(7,853.95)
20	INVESTMENT INCOME	30,000.00	36,104.71	6,104.71
21	MISCELLANEOUS RECURRING (ANTICIPATED)	-	68,997.82	68,997.82
22	MISCELLANEOUS NON-RECURRING (UNANTICIPATED)	250,000.00	269,415.61	19,415.61
23	TOTALS	2,175,000.00	2,693,380.35	518,380.35
				518,380.35



PART I ADMINISTRATION OF THE GOVERNMENT
(Chapters 1 through 182)

TITLE VII CITIES, TOWNS AND DISTRICTS

CHAPTER 41 OFFICERS AND EMPLOYEES OF CITIES, TOWNS AND DISTRICTS

Section 54A Notification to assessors of receipts

Section 54A. The auditor or similar officer in cities and the town accountant, if any, otherwise the town treasurer in towns, shall notify the assessors, not later than August first in each year, of the total receipts of the preceding fiscal year, except from taxes, loans and trust funds, and shall specify in detail the source of such receipts.

Becky Mosca

From: Mark Dubois <mdubois@maynardpolice.com>
Sent: Wednesday, November 21, 2012 3:12 PM
To: Becky Mosca
Subject: RE: ELKS_INCIDENT_NOV_2012;

Hi Becky,
No hearing necessary, I talked to the detail officer and read the police report and considering all the circumstances I don't believe the Elks knew there was any alcohol present.

Thanks,
Mark

Maynard Police Department
197 Main Street
Maynard, MA 01754
phone: 978 897-1040 ext. 2005

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

From: Becky Mosca [mailto:BMosca@TownofMaynard.net]
Sent: Wednesday, November 21, 2012 1:08 PM
To: MSullivan@TownofMaynard.net; Mark Dubois; Marie Morando
Cc: sduggan@TownofMaynard.net; bmosca@townofmaynard.net
Subject: ELKS_INCIDENT_NOV_2012;

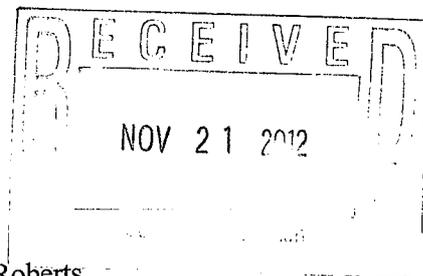
Chief Dubois,

I just received this liquor incident at the Maynard Elks. Please let us know if we need to have a hearing with the Board of Selectmen.

Thank you,
Becky

ELKS_INCIDENT_NOV_2012;

MAYNARD LODGE OF ELKS 1568
34 POWDERMILL ROAD
MAYNARD MA 01754
978-897-9892



Doug MacGlashing
"MANAGER"

Stephen Ferranti
"EXALTED RULER"

Patricia Roberts
"SECRETARY"

November 21, 2012

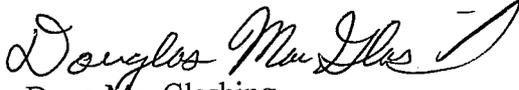
Town Of Maynard
Board of Selectman
195 Main Street
Maynard MA 01754

RE; Incident Report from The Maynard Elks that took place on November 17, 2012:

On 11/17/2012, The Maynard Elks had a hall rental in the upstairs hall. It was presented to us as a high school senior class fundraiser, put on by a private group. A Police Detail was ordered and paid for by this group. [Special Officer Loomer] and Wayne Huminik, an Elks Club Officer was also assigned to monitor the event. All alcoholic beverages were removed from the hall and locked up.

At one point in the evening, Wayne came downstairs to get me and told me he had removed a glass with clear liquid that he believed to be an alcoholic beverage from someone who was with the Disc Jockey. I went up, smelled the liquid and asked Wayne to show me who had the liquid. He pointed this subject out and I approached him. He said he thought he could drink at this event because he was over 21, then refused to leave as I requested. The subject also appeared to be intoxicated. I then got Special Officer Loomer to come over and told him what was going on. He had the subject step outside. When we got outside, Officer Paul Maria was in a cruiser there. After some conversation with the subject, he was placed under protective custody and taken away. During this conversation, much of which was conducted through an interpreter, I overheard that the subject was 26 years old and was a friend of someone who was with the Disc Jockey. He admitted to having his own alcoholic beverage.

Regards,


Doug MacGlashing
Maynard Elks Club Manager

CC; Maynard Police Department



POSTED: NOVEMBER 14, 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, November 27, 2012**. Planning Board schedule is as follows:

December 11, 2012

January 8, 2013

January 22, 2013

The above schedule subject to change.

Chairperson: Max Lamson

Posted by: Marie Morando, Planner Assistant

Date: November 14, 2012

BOARD OPENINGS

November 2012

Following is a list of Board openings as of November 2012

American Disability Act – 1 opening

Affordable Housing Trust – 5 openings

Board of Appeals – 1 Associate members

Cable Television Committee – 4 openings

Council on Aging - 3 openings

Cultural Council – 3 openings

Finance Committee – 2 opening

Recreation Commission – 1 opening

Registrars – 1 opening

Those interested in being considered for appointment can send a letter of interest and resume' to the Office of the Selectmen, 195 Main St. Maynard.

Selectmen's Office
195 Main St.
Maynard, MA. 01754
978-897-1301

Email: msullivan@townofmaynard.net
bmosca@townofmaynard.net



November 20, 2012

Nancy Brooks

You are hereby appointed

Matron

For a period of two years

Term expires: August 1, 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: _____



OFFICE OF THE
DEPARTMENT OF PUBLIC WORKS
MUNICIPAL BUILDING, 195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

NOV - 9 2012

TELEPHONE: 978-897-1017

FAX: 978-897-7290

UTILITY BILLING

ABATEMENT REQUEST

ACCOUNT #: 51-0002879-0

DATE: 10/18/2012

NAME: Nancy & Thomas Black

ADDRESS: 13 Fairfield St.

PHONE: (781) 899-3686

CUSTOMER HAS PAID ALL UNCONTESTED WATER/SEWER
BILLS IN FULL BY DUE DATE AND AN AMOUNT AT LEAST
EQUAL TO PRIOR BILL OF CONTESTED BILL.

Please attach a copy of the bill in question, Full Description of Request: (be specific)

We believe we were charged twice
for the usage between 2/27/2012 - 6/05/2012 (2340)
And then again 09/2012 the dates were
2/27/2012 - 8/30/2012 (3470)

Reviewed by: _____

Approved: Tom Mulhally Denied: _____

Reason: _____

Mulhally, Patricia

Abatement Policy on back of form

Account 2879/ 13 Garfield Street

Final Bill was generated 6/5/2012 and payment made \$338.49

USAGE FROM 3/30 – 6/5/2012

2ND QUARTER BILLING PERIOD billed for 3/30 – 9/2012

Final reading was calculated again for the 2nd quarter billing period

The customer was double charged 2340 cubic feet.

DTCRP14/CS/V03/L007

TCQUBSUM.481

Town of Maynard

Terminal No: 000

Date: 10/02/12

UB Account Summary

DETAIL

Time: 10:53:17

Page: 1

2879

Range = From Year: 2013 To: 2013 From Seq: 51 To: 51
Account #: 5100028790

Yr: 2013 Seq: 51-UB Bill: 2844
Owner: BLACK NANCY E & THOMAS

Bank :
Id: 175 15.0--270.0
Loc: 13 GARFIELD ST

Difference
1130

Bill Dt	Cons/Cd	Charge	Adjust	Penalty as of 10/02/2012	Payment	Balance
10/01/12	3470 A	515.23	0.00	0.00	0.00	515.23
	*Mtr Read Fr: 02/27/12 To: 08/30/12			CNS:	3470 A	0.00
06/05/12	2340 F	338.49	0.00	0.00	338.49-	0.00
	*Mtr Read Fr: 02/27/12 To: 06/05/12			CNS:	2340 F	0.00
03/30/12	1555 A	221.45	0.00	0.00	221.45-	0.00
	*Mtr Read Fr: 11/28/11 To: 02/27/12			CNS:	1555 A	0.00
12/30/11	1700 A	243.07	0.00	0.00	243.07-	0.00
	*Mtr Read Fr: 08/30/11 To: 11/28/11			CNS:	1700 A	0.00
09/30/11	985 A	136.53	0.00	4.81	141.34-	0.00
	*Mtr Read Fr: 05/31/11 To: 08/30/11			CNS:	985 A	0.00
07/01/11	3345 A	495.53	0.00	34.92	530.45-	0.00
	*Mtr Read Fr: 03/02/11 To: 05/31/11			CNS:	3345 A	0.00
04/01/11	1115 A	155.84	0.00	0.00	155.84-	0.00
	*Mtr Read Fr: 11/30/10 To: 03/02/11			CNS:	1115 A	0.00
12/31/10	2715 A	396.23	0.00	13.66	409.89-	0.00
	*Mtr Read Fr: 09/01/10 To: 11/30/10			CNS:	2715 A	0.00
10/01/10	7300 A	1,118.83	0.00	6.00	1,124.83-	0.00
	*Mtr Read Fr: 06/02/10 To: 09/01/10			CNS:	7300 A	0.00
07/01/10	1625 A	231.89	0.00	9.32	241.21-	0.00
	*Mtr Read Fr: 03/01/10 To: 06/02/10			CNS:	1625 A	0.00
04/20/10	1625	300.24	0.00	25.58	325.82-	0.00
10/09/09	0	406.58	0.00	57.78	464.36-	0.00
*** Account Total						\$515.23

3470
-2340

1130

*** End of Account ***



OFFICE OF THE
DEPARTMENT OF PUBLIC WORKS
MUNICIPAL BUILDING, 195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

NOV - 9 2012

TELEPHONE: 978-897-1017

FAX: 978-897-7290

UTILITY BILLING

ABATEMENT REQUEST

ACCOUNT #: 51-00082560

DATE: 10/5/2012

NAME: RUAIRI SWEENEY

ADDRESS: 216 MAIN ST UNIT B-1

PHONE: _____

CUSTOMER HAS PAID ALL UNCONTESTED WATER/SEWER
BILLS IN FULL BY DUE DATE AND AN AMOUNT AT LEAST
EQUAL TO PRIOR BILL OF CONTESTED BILL.

Please attach a copy of the bill in question, Full Description of Request: (be specific)

Please check to see if the Condo
ASSOC'S Irrigation System has been
charged to my ACCOUNT. I believe
it has been

Reviewed by: _____

Approved: [Signature]

Denied: _____

Reason: _____

Abatement Policy on back of form

[Signature]

* need to abate since it is part of the commitment

TOWN OF MAYNARD - WATER/SEWER BILL

INTEREST WILL ACCRUE AT 14% ANNUALLY IF NOT PAID IN FULL BY THE DUE DATE.

Service Location				Parcel Identifier	Account #	Bill #	Billing Date	Due Date
216 B-1 MAIN STREET				18.0-37B.1	5100082560	0004298	10/01/2012	11/01/2012
Meter Readings				Usage Summary		Charge Summary		
Meter	Date	Type	Read	Rate	Total Usage	Sewer		
001	08/30/2012	Actual	146,350	Sewer	131,795		\$11,703.40	
001	05/31/2012	Actual	14,555	Water	131,795	Water	\$9,035.85	
				Prod Abate this bill Produce this bill				
Rate Information						Total Current Charges	\$20,739.25	
						Past Due	\$159.57	
						Penalty	\$5.63	
						Total Due	\$20,904.45	

Quarterly In-Town Rates

Water / Sewer Rate Information
Water usage from 0-500 cubic feet is billed at minimum rate of \$4.36 per hundred cubic feet
Water usage from 501-1,000 cubic feet is billed at \$5.62 per hundred cubic feet
Water usage from 1,001-2,500 cubic feet is billed at \$6.03 per hundred cubic feet
Water usage over 2,500 cubic feet is billed at \$6.88 per hundred cubic feet
Sewer rate is \$8.88 per hundred cubic feet.. Minimum Water Bill is \$21.80 and Minimum Sewer Bill is \$44.40

Quarterly Out-of-Town Rates

Water / Sewer Rate Information
Water usage from 0-500 cubic feet is billed at minimum rate of \$6.10 per hundred cubic feet
Water usage from 501-1,000 cubic feet is billed at \$7.86 per hundred cubic feet
Water usage from 1,001-2,500 cubic feet is billed at \$8.45 per hundred cubic feet
Water usage over 2,500 cubic feet is billed at \$9.69 per hundred cubic feet
Sewer rate is \$12.36 per hundred cubic feet.. Minimum Water Bill is \$30.50 and Minimum Sewer Bill is \$61.80

Total Current Charges	\$20,739.25
Past Due	\$159.57
Penalty	\$5.63
Total Due	\$20,904.45

Taxpayer Message

PLEASE NOTE
 Issue Date: 10/01/2012
 Due Date: 11/01/2012

 Make this the last bill you get in the mail
Sign up for Paperless Billing Today
WWW.TOWNOFMAYNARD-MA.GOV

H00161-000001

Contact Information		
Billing Inquiries: Call Collector's Office 978-897-1305	<u>Office Hours:</u> Monday - Friday 8:00 AM - 4:00 PM	Usage Inquiries: Call DPW: 978-897-1317

The Commonwealth of Massachusetts
TOWN OF MAYNARD
Water & Sewer Charges
 Cheryl Kane, Treasurer/Collector

Please make checks payable to
 TOWN OF MAYNARD
 and mail payments to
 TOWN OF MAYNARD
 P.O. Box 865
 Reading, MA 01867-0407

2013510004298

REMITTANCE COUPON	
Please Return With Payment	
Bill Number:	0004298
Account Number:	5100082560
216 B-1 MAIN STREET	
Current Charges	\$20,739.25
Past Due	\$159.57
Penalty	\$5.63
Pay This Amount	
\$20,904.45	
Due Date	11/01/2012

SWEENEY RUAIRI
 216 MAIN ST UNIT B-1
 MAYNARD MA 01754-0000

133513175 900429861800020904454000209044541101201285



OFFICE OF THE
DEPARTMENT OF PUBLIC WORKS
MUNICIPAL BUILDING - 195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
TELEPHONE 978-897-1317
FAX 978-897-7290

DATE: 9/26/2012

Water & Sewer Division
WORK ORDER

Appointment Date:
Date: 9/27/2012
Time: _____

Address: 216 Main UB-1

Contact Name: _____

Phone Number: _____

TYPE OF SERVICE: (circle)

Final Read

Meter Repair

W/S Mark Out

Water Shut Off

W/S Installation Inspection

Other: _____

COMMENTS: take read need to
fix bill -

CURRENT/ OLD METER
ACCOUNT: 8256
R.F. #: 1480318344
READ: 017360
SERIAL #: 857773441
SIZE: 5/8

2805CF

NEW METER
ACCOUNT: _____
R.F. #: _____
READ: _____
SERIAL #: _____
SIZE: _____

Work performed by: _____

Date: _____

Follow up appointment Needed: (circle)

yes

no



LEGAL NOTICE

Notice is hereby given in accordance with Mass. General Law, Chapter 138 as amended, that a Public Hearing will be held on Tuesday, December 4, 2012 at 7:15 P.M. in Room 201 at the Maynard Town Building at 195 Main Street on alleged violations of Alcohol Beverage Rules and Regulations, "Hours of Operation and Disturbance", by the Maynard Rod & Gun Club 45 Old Mill Road, Maynard MA. This occurred on October 26, 2012, the result of a Maynard Police Investigation.

Maynard Board of Selectmen

Dawn Capello, Chair
Brendan Chetwynd
James Buscemi
David Gavin
Mick Hurry



November 1, 2012

Mr. Brian Pettis, Manager
Maynard Rod and Gun Club
45 Old Mill Road
Maynard, MA 01754

RE: Hearing Date: December 4, 2012 Place: Town Hall, Room 201 Time: 7:15 pm

Here is your notice for the Public Hearing. See below.

Cost for the Public Hearing is \$200.00. Please give the check to Becky Mosca the night of the hearing, December 4, 2012 at 7:15 pm.

Notice for the newspaper is billed directly to your business address. If you have any questions, please call me at 978-897-1301.

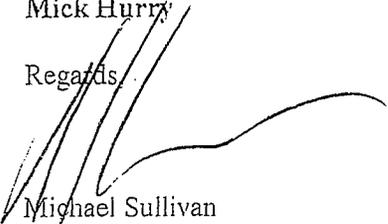
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Maynard Board of Selectmen

Dawn Capello, Chair
Brendan Chetwynd
James Buscemi
David Gavin
Mick Hurry

Regards,


Michael Sullivan

NARRATIVE FOR PATROL CHRISTOPHER M SWEENEY

Ref: 12-663-OF

Entered: 10/27/2012 @ 0525 Entry ID: CSWEE
Modified: 10/27/2012 @ 0559 Modified ID: CSWEE

On Saturday, October 27th, 2012 I was working uniformed patrol assigned to marked cruiser #12. Around 1:45 AM I was dispatched to the Rod and Gun Club for a report of a possible fight about to start. I was currently on a call and was being assisted by DET Sullivan of Acton PD who responded for the fight call with me. Once on scene, there were several people just leaving the building and I made my way inside as I didn't see anything outside.

When we were inside I observed several groups of people who appeared to be argueing. I observed anywhere from 50-70 people still hanging around inside the establishment talking and drinking. After separating the groups that had been argueing I yelled out to those remaining to start heading out as it was after the town mandated closing time of 1:30 AM. Immediatly after I yelled out the lights to the establishment were all turned off. I observed a subject I am familiar with, Bruce Whitney, who works at the Rod and Gun Club standing beside another gentleman, later identified as the bartender William Petersen. Both appeared to be watching the crowd and not making any attempts to clear out the crowd or break up any of the disputes. Mr. Whitney was holding a full bottle of Budweiser beer which I took from him and placed on the bar. I continued hurding people out of the bar when I asked Mr. Whitney who was in charge and he informed me it was Mr. Petersen. I then spoke with Mr. Petersen and advised him the club would be charged with a liquor law violation. His response to this was that he had stopped serving at 1:00 AM as required. I then informed him that everyone is required to be out of the establishment no later than 1:30 AM and he turned to look at the clock, it was currently 1:50 AM and people were still leaving. He was advised to do a report to the Board of Selectmen's office and that I'd be filing a report on the violations. Report to be forwarded to the Board of Selectmen.

Respectfully Submitted,

Officer Chris Sweeney, #13
Maynard Police Department

Lic# 067600014

RECEIVED

OCT 30 2012

To: Maynard Board of Selectmen

From: William Petersen (Assistant Manger Maynard Rod and Gun)

On the night of Friday October 26, 2012 The Maynard Rod and Gun Club was hosting a private function for a Halloween party from 8 PM until 1:30 PM. I was working as the bartender for the function and Bruce Whitney was assisting as a bar back. There were approximately 70-80 people at this event total. At 12:45am the party was advised no more alcohol would be served and all guests would have to be out by 1:30am. The group running the function was planning to stay beyond 1:30am to clean up the club.

After the bar was closed just before 1:30 I was cleaning the bar area and Bruce was going around picking up empty bottles and trying to get everyone to leave the premises. Around this time Bruce returned to the bar area and informed me that an argument had occurred in the parking lot but everyone involved had already left and someone had already called the police. While Bruce was briefing me on this incident Officer Sweeney arrived.

At this time we were still cleaning the club along with the people running the function. There were no patrons at the bar, and the entire bar's cash was locked away when Officer Sweeney arrived. There were still approximately 25-30 people remaining from the group who hosted the Halloween party present cleaning up decorations and the partitions they set up for the party. He came over and stated to myself and Bruce that there cannot be alcohol on the bar after 1:30. As Bruce was picking up empty bottles he was placing them on the bar for me to clean before putting them away which is what Officer Sweeney observed. I was unaware that anyone from the party was still in possession of alcohol and believed Bruce had brought all the alcohol back to the bar at this time. Officer Sweeney removed one of the bottles from Bruce's hand and informed me that he would be filing an alcohol violation. After Officer Sweeney left, myself and Bruce remained at the club to clean until 4:30am.

Respectfully submitted,

William Petersen

William Petersen

**Board of Selectmen
Town of Maynard, Massachusetts**



Alcoholic Beverage Licensing Regulations

Purpose

The purpose of these Regulations is to set forth the expectations of the citizens of Maynard as to the conduct of the Town's liquor license holders.

1.0 Authority

These Regulations are promulgated under the authority granted to the Board of Selectmen of the Town of Maynard, acting as the Local Licensing Authority ("LLA"), by Massachusetts General Laws ("M.G.L.") c. 138 and all amendments thereto. Such Regulations shall supplement any statutory requirements and the rules and regulations of the Alcoholic Beverage Control Commission ("ABCC").

2.0 Definitions

The following words and phrases, whenever used in these Regulations, shall be construed as defined in this section:

Alcoholic Beverage: any liquid intended for human consumption as a beverage and containing at least one-half (1/2) of one percent (1%) of alcohol by volume at sixty-degrees Fahrenheit (60° F). For the purpose of this Regulation the following are included Alcoholic Beverages:

- a. Malt Beverages: All Alcoholic Beverages manufactured or produced by the process of brewing or fermentation of malt, with or without cereal grains or fermented sugars or hops, and containing not more than twelve percent (12%) of alcohol by weight at sixty-degrees Fahrenheit (60° F).
- b. Wines: All fermented alcohol beverages made from fruit, flowers, herbs or vegetables and containing not more than twenty-four percent (24%) of alcohol by volume at sixty-degrees Fahrenheit (60° F) (except cider containing not more than three percent (3%)) or containing more than six percent (6%) of alcohol by weight at sixty-degrees Fahrenheit (60° F).

Dormant License: a license held by a "Licensee" that ceases to conduct the licensed business.

Employee: a person who has been hired by the Licensee and/or Manager of a licensed Premise to work under an express or implied contract for hire, under which the Licensee and/or Manager has the right to control the details of the work performed.

License: a revocable privilege granted by the Licensing Authority.

- A. Section 12 (On-Premises) Licenses under G.L. c. 138:
 1. Club License: issued to a non-profit corporation or association for sales of Alcoholic Beverages to members and guests of the members and subject to these Regulations.
 2. Cordials and Liqueurs Permit: The Licensing Authority may grant a Cordials and Liqueurs Permit to any common victualler who holds a wine and malt beverages license (that is, only a holder of a Restaurant or Hotel type license and in certain instances a Tavern license).

3. Farmer-Brewer Pouring Permits/Farmer Winery Pouring Permits: These two types of specialized “pouring permits” may be granted by the ABCC. A Farmer-Brewer Pouring Permit may be granted to the holder of a Farmer-Brewer license (issued by the ABCC). A Farmer Wine Pouring Permit may be granted to a holder of a Farmer-Winery license (issued by the ABCC). Both pouring permits allow only produce made by the farmers to be poured and sold.
4. General On Premise License: authorizes the sale of Alcoholic Beverages without food.
5. Hotel License: issued to an establishment that is licensed as an innholder and has the equipment and has the capacity for serving food. A hotel Licensee that sells food must first be issued a Common Victualler license under the provisions on M.G.L. chapter 140. In addition a hotel Licensee that rents rooms to the public must also be issued an Innholder's license under provisions of M.G.L. chapter 140.
6. Restaurant License: authorizes the sale of Alcoholic Beverages by an establishment licensed as a common victualler that has the equipment and capacity for serving food. A Restaurant Licensee that sells food must first be issued a Common Victualler license under the provisions on M.G.L. chapter 140.
7. Seasonal Section 12 (on premise) License: issued effective from April 1 to January 15 or any portion thereof and to the number that the ABCC deems to be in the public interest. Franklin and Berkshire counties may issue winter seasonal licenses and estimate before October 15 the temporary increased resident population as of the following February 10. Such licenses are effective from December 1 to April 1.
8. Tavern License: issued to an establishment where Alcoholic Beverages may be sold, and must be served to and drunk by patrons in plain view of other patrons, all entrances to which shall open directly from a public way. A Tavern Licensee may sell Alcoholic Beverages with or without food. A Tavern Licensee **MAY NOT** sell Alcoholic Beverages on Sundays.
9. War Veterans Club (see Club License): The LLA may grant a license, outside the quota system, subject to ABCC approval, to any corporation whose members are war veterans which owns, hires or leases a building, or space in a building, for the use and accommodation of a post of any war veterans' organization incorporated by the Congress of the United States, to sell to members of that post only, and, subject to local licensing authorities, to guests introduced by such members and to no others.

B. Section 14 (Special) Licenses under G.L. c. 138.

Such Special Licenses (commonly referred to as “One Day Licenses”) shall not be issued to any person(s); association, partnership or corporation already issued or in the process or being issued a license to sell Alcoholic Beverages as approved by the LLA. Special Licenses cannot cover any portion of currently licensed premises.

C. Section 15 (Off Premises) Licenses under G.L. c. 138

1. Package Store License: In accordance with M.G.L. c. 138, § 15, “no person, firm, corporation, association, or other combination of persons directly, or indirectly, or through any agent, employee, stockholder, officer or other person or any subsidiary whatsoever, shall be granted more than one such license in a town or in a city.”
2. Seasonal Section 15 (off-premises) License: These Licenses are based on a quota set by the estimate provided by the LLA before March 1 of the temporary increased resident population as of the following July 10. That estimate must be submitted to the ABCC prior to April 1. Off-Premises Seasonal Licenses are issued based on that estimate at the rate of one license for each 5,000 population (or fraction thereof) and can be issued effective from April 1 to November 30 and also until January 15, or any portion thereof, as set by the LLA.

Licensee: an individual Licensee and each member of a partnership Licensee and each officer, director, manager, and stockholder of a corporate Licensee and any agent of a Licensee including those employees who work in the public areas of the premises.

Licensed Premises: all land and buildings associated with the operation of the license.

Licensing Officer: The individual appointed by the Board to perform inspections of licensed premises and to advise the LLA on licensing issues. The LLA shall appoint and name the Licensing Officer at the LLA’s first meeting of the calendar year.

Local Licensing Authority or Authority: The Board of Selectmen of the Town of Maynard which has the legal authority to grant licenses and/or regulate the operation of the Licensed Premises.

Manager: The person designated as a Manager of the Licensed Premises in any License granted pursuant to the provisions of Chapter 138 or Chapter 140 of the MGL.

Minor: Any person less than twenty-one (21) years of age, or such other applicable age for minors as may be set by the Legislature of the Commonwealth of Massachusetts from time to time.

Patron: a customer who is legally on the Licensed Premises.

Rules and Regulations: the compellation of the MGL, these Regulations, the rules and regulations of the ABCC established to regulate the manner in which businesses shall operate.

3.0 Applicability

These Regulations shall apply to all Town Licensees issued under the provisions of G.L. c. 138 and all amendments thereto, unless specifically provided otherwise.

4.0 Availability to Regulations

- 4.1 All Licensees shall ensure that a copy of these Regulations are kept on the premises at all times and is available for inspection upon request by a member of the public or an agent of the LLA. A copy of these Regulations must be kept in the office of the Manager and/or at the main cash register on the premises.
- 4.2 The Licensee is responsible for ensuring that all employees who work in the public areas of the premises read these Regulations and comply with all other applicable rules and laws.

5.0 Posting and Signs

- 5.1 Licenses shall be posted in a conspicuous place easily seen by the public where they can be read without difficulty and without the assistance of employees at the premises.
- 5.2 All other licenses, permits, and certificates affecting the Licensed premises shall be posted conspicuously; provided, however, that no such document shall be posted in such a way as to cover over any part of the License issued by the LLA.
- 5.3 No dress code or preferred customer program or cover charge or other admissions policy shall be put into effect at the premises except upon proper posting pursuant to Section 6.0 (Admission to the Premises).

6.0 Admission to the Premises

- 6.1 No Licensee shall permit any rule, policy, or action, express or implied, which makes any distinction, discrimination, or restriction on account of race, color, religious creed, national origin, sex, sexual orientation, or ancestry, physical or mental disability, relative to the admission or treatment of persons from the general public or employees at the Licensed Premises; provided, however, that Premises licensed pursuant to M.G.L. c.138, §12, may make rules regulating the admission of minors to the Premises when such rules are not inconsistent with other rules and regulations stated herein; provided further that private club licensees shall not discriminate, as aforesaid, with regard to guests at the Licensed Premises or with regard to who may be invited to the premises as a guest.
- 6.2 No Licensee shall institute dress requirements of any kind except according to the following rules:
- 6.2.1. A sign shall be posted at the entrance to the Premises stating dress requirements or dress restrictions with specificity which may also include restrictions as to footwear. (Examples: "Jackets required,"

“Ties and jackets required,” “Shirts with collars required, no sneakers”).

6.2.2 No signs shall be posted which state that, “Proper dress required” or which otherwise announce a dress policy without stating specifically, item by item, what dress is required or what dress is prohibited.

6.3 No Licensee shall institute privileged entrance requirements of any kind except according to the following rules:

6.3.1. A Licensee may issue special passes.

6.3.2. The special passes shall state the calendar year on the face of the pass.

6.3.3. The special pass shall not entitle the passholder to free drinks or to a discount on drinks.

6.3.4. The Licensee shall keep a list of the names and addresses of all passholders and must have such list available if requested by the Licensing Authority.

6.3.5. The Licensee is responsible for ensuring that persons are picked to be passholders on a rational basis and not on any basis that is discriminatory in violation of law or these regulations.

6.4 No Licensee shall require any person to pay a minimum charge or cover charge unless a sign is conspicuously posted at every entrance to any dining room or rooms where such charge is required, in letters no less than one inch in height, stating that a minimum charge or cover charge shall be charged and also stating the amount of charge; provided, however, that no such Licensee shall require a person under thirteen years of age to pay a minimum charge or cover charge. Such cover charge shall not be collected in advance of gaining entrance to the Licensed Premises, and can only be charged upon a written or printed receipt, permanently recorded and numbered seriatim, presented to each individual Patron or group of Patrons. Records of such receipts shall be kept by the Licensee for a period not less than two years. Cover charge shall mean all admission fees or admission charges. Such charges must also be posted on the outside of the Licensed Premises. Nothing in this regulation shall be construed to prohibit advance ticket sales.

6.5 No minimum charge for the purpose of Alcoholic Beverages or minimum Alcoholic Beverage drinking requirement shall be imposed upon any Patron of a M.G.L. c.138, §12 Licensee.

- 6.6** A Licensee who charges a minimum charge for the purchase of food and/or non-Alcoholic Beverages shall include a specific statement in a posting stating that there is no minimum charge for Alcoholic Beverages. Such minimum charge for food and/or non-Alcoholic Beverages shall not be collected in advance of gaining entrance to the Premises. No Licensee shall impose a minimum charge for food and/or non-Alcoholic Beverages upon any Patron who incurs charges for Alcoholic Beverages equal to or greater than the posted minimum charge for food and/or non-Alcoholic Beverages.
- 6.7** Licensees shall refuse entrance to the Premises to a person who appears to be intoxicated or unruly; and shall evict such a Patron, except that in such a case the Licensee should call the police and should offer assistance to an intoxicated person when possible.
- 6.8** Licensees shall not permit entrance to the Premises by more persons than the maximum occupancy limit established by the Building Commissioner.
- 6.9** Licensees who permit persons to wait in line for a table or a seat or for entrance to the Premises shall obey the following rules:
- 6.9.1. Persons who wait inside the Premises shall be kept in an orderly line and must not be permitted to block fire aisles or exits. The number of such persons waiting inside the Premises shall not exceed the number of persons allowed as standees.
- 6.9.2. Persons who are permitted to wait in line outside the Premises shall be monitored by an employee of the Licensed Premises. Such employee shall announce no further admissions to the Premises if persons in the line are being loud or disorderly or if the line is blocking the sidewalk or is of a size that could reasonably be expected to cause noise or other problems for residents of the area or for passersby. To the extent that lines in front of a Licensed Premises become the subject of public complaints the Licensee shall have been deemed to be inviting a public nuisance and shall be subject to disciplinary proceedings for same. It is recommended that Licensees in residential areas discourage lines of more than ten persons.
- 6.10** Licensees shall not lock the front door of the Premises until the last Patron has exited from the Premises.
- 6.11** Licensees shall not allow any Patron or any guest or any employee who is not working that shift to enter the Premises after the closing hour posted on the License or prior to the opening hour posted on the License.

7.0 Hours of Operation

- 7.1** The hours of operation shall be restricted to those set by the LLA and stated on the face of the License. No Patrons shall be on the Premises before the official opening hours or fifteen minutes after the official closing hours. This section does not apply to holders of an Innkeeper's License. Patrons must leave the Premises at the closing hour listed on the License. There shall be no additional drink consumption time.
- 7.2** The rules for employees of On Premises License after closing hours are as follows: employees must be off the Premises no later than sixty (60) minutes after the "Official Closing Hour," provided however, that such employees or other hired personnel may be on the Premises at any time for the purpose of cleaning, making emergency repairs, providing security for the Premises, or preparing food for the next day's business or opening or closing the business in an orderly manner.
- 7.3** Licensees shall ensure that Patrons leave the Premises in an orderly manner. Licensees who have a clientele that regularly fails to leave the area in a quiet and orderly manner should hire security personnel to police the leave-taking of the Patrons at closing time.
- 7.4** Upon the closing hour, all outside signs or lights of the Licensed Premises must be extinguished and all Alcoholic Beverages must be removed from tables, booths, bars or other surfaces, all glasses are to be emptied and all Alcoholic Beverage containers are to be secured
- 7.5** Unless otherwise set forth on the License, hours of operation shall be as follows:

On- Premise License Holders:

Weekdays 8:00 AM – 1:00 AM; Sundays 10:00 AM – 1:00 AM.

Off Premise License Holders:

Weekdays 8:00 AM – 11:00 PM; Sunday 12:00 noon 9:00 PM

8.0 Physical Premises

- 8.1** The Licensed Premises shall conform to the floor plan approved by the LLA with regard to the structures and the walls at the Premises. Any changes to the floor plan or any renovations of any kind shall not be made without notification to and the approval of the LLA.
- 8.2** All Premises covered by the License shall be kept in a clean and sanitary condition.

- 8.3 No outside area shall be used as a gathering place for Patrons unless approved by the LLA.
- 8.4 The Premises shall be lighted in all public areas in a manner sufficient for the safety of the Patrons and in a manner sufficient for the agents of the LLA to make observations at the Premises without the need to identify them or the need to seek assistance.
- 8.5 The capacity set for the Premises by the Building Commissioner shall be the maximum potential capacity for the Premises.
- 8.6 Licensees shall not invite the members of the public to private areas of the Premises, which are approved by the LLA for storage or for an office or for a kitchen or for a music or video projection room or for any similar non-public use. Only owners, employees, and vendors who service the Licensed Premises shall be in these areas.
- 8.7 No advertising matter, screen, curtain or other obstruction which in the opinion of the LLA, the Liquor Officer, or their Agents, prevents a clear view of the interior of the Premises shall be maintained in or on any window or door thereof after the LLA has ordered the removal of such obstruction.
- 8.8 The interior of the Premises shall be sufficiently lighted at all times and all exits shall be properly designated by lighted signs, "Exit" as same may be mandated by the Building Commissioner or by the Fire Department.
- 9.0 Business Arrangements of Licensees**
- 9.1 No person or entity shall obtain or renew a License unless the applicant for such License or for renewal of such License can demonstrate proof of a legal right to the Licensed Premises for the term of the License. Such proof shall include ownership papers or a tenancy document or a management contract; provided, however, that all parties to such ownership or leasehold interest or management contract shall be known to the LLA and the terms of such agreements or contracts shall be made known to the LLA.
- 9.2 No Licensee shall hire any employee or contract for goods or services in any name other than that of the Licensee, nor shall the Licensee pay for any such employment, goods, or services by any means other than its own cash or bank accounts in its own name. Cash transactions shall be recorded in a manner suitable for review by the LLA. Such records shall be kept for a period of three years.

9.3 Any Licensee intending to close its place of business shall notify the LLA in writing before such closing and state the reason for such closing.

10.0 Alcoholic Beverages Sales and Laws

10.1 No Alcoholic Beverages shall be sold for less than the actual cost of the beverage to the Licensee. An admission charge shall not be credited towards the purchase price of any Alcoholic Beverage.

10.2 All Licensees shall maintain a schedule of the prices charged for all drinks to be served and consumed on the Licensed Premises or in any room or part thereof. Such prices shall be effective for not less than one calendar week.

10.3 No Licensee or employee or agent or a Licensee shall:

10.3.1 Offer or deliver any free drinks to any Patron or group of Patrons;

10.3.2 Deliver more than two drinks to one Patron at one time;

10.3.3 sell, offer to sell or deliver to any Patron or group of Patrons any drinks at a price less than the price regularly charged for such drinks during the same calendar week, except at private functions not open to the general public;

10.3.4 sell, offer to sell, or deliver to any Patron an unlimited number of drinks during a set period of time for a fixed price, except at private functions not open to the general public;

10.3.5 sell, offer to sell or deliver drinks to any Patron or group of Patrons on any one day at prices less than those charged the general public on that day, except at private functions not open to the public;

10.3.6 Sell, offer to sell or deliver malt beverages or mixed drinks by the pitcher except to two or more Patrons at any one time;

10.3.7 Increase the volume of Alcoholic Beverages contained in a drink without increasing proportionately the price regularly charged for such drink during the same calendar week;

10.3.8 Encourage or permit, on the Licensed Premises, any game or contest which involves drinking or the awarding of drinks as prizes;

10.3.9 Advertise or promote in any way, whether within or without the Licensed Premises, any of the practices prohibited under this section.

- 10.4** Nothing contained in the preceding section shall be construed to prohibit Licensees from offering free food or entertainment at any time; or to prohibit Licensees from including a drink as part of a meal package; or to prohibit the sale or delivery of wine by the bottle or carafe when sold with meals or to more than one Patrons; or to prohibit those licensed under M.G.L. c.138, §15, from offering free wine tasting; or to prohibit those licensed under M.G.L. c.138, §12, from offering room services to registered guests.
- 10.5** Licensees shall not permit Alcoholic Beverages to be brought on the Licensed Premises by Patrons or employees.
- 10.6** Licensees shall be responsible for ensuring that minors are not served Alcoholic Beverages and are not drinking Alcoholic Beverages on the Licensed Premises, whether served to them by an employee or handed to them by another Patron. Licensees who do not have the ability to keep track of the drinking activity of minors at the Premises shall exclude minors from coming onto the Premises in order to meet the burden of ensuring that there is no underage drinking at the Premises. Licensees who choose to permit minors on the Premises, whether pursuant to an "I.D. bracelet" program or otherwise, shall be accountable if minors are found to be drinking Alcoholic Beverages on the Premises, whether or not the Licensing Authority's agents are able to prove that the Licensee actually served the drink directly to the minor. Sufficient security personnel shall be employed to monitor the Premises to ensure that Patrons do not pass Alcoholic Beverages to minors.
- 10.7** Any establishment licensed to sell Alcoholic Beverages to be drunk on the Premises shall post a copy of the penalties for driving under the influence set forth in M.G.L. c.90, §24. Establishments licensed to sell Alcoholic Beverages not to be drunk on the Premises shall post a copy of the penalties for operating a motor vehicle while drinking from an open container. Said copies shall be posted conspicuously in said establishments. Said copies are available from the ABCC.
- 10.8** Food service shall be available in all areas of the Licensed Premises where Alcoholic Beverages are served, this to include dining areas and lounge areas. This does not include any area approved as a waiting area by the LLA.
- 10.9** A Restaurant License or a Hotel License allows the holder of a restaurant or hotel license to sell and serve liquor solely for consumption on the

Premises of an establishment. All Licensees will comply with M.G.L. c.138, §12A. A restaurant Licensee must maintain complete restaurant services continually during the hours of selling and serving of liquor, until at least 9:00 p.m. daily, if any spirituous liquor is to be sold and served up to 1:00 a.m.

11.0 Environs of Licensed Premises

11.1 It shall be the obligation of Licensees to ensure that a high degree of supervision is exercised over the conduct of the Licensed Premises at all times. Each Licensee shall be accountable for all violations that are related to the Licensed Premises to determine whether or not the Licensee acted properly in the given circumstances.

11.2 No Licensee may have upon the Premises any automatic amusement machine unless same has been approved and separately licensed by the Town. Types of machines and location of machines upon the Premises must be approved by the Town. The Licensee must make application, not the distributor.

11.3 Licensees shall act reasonably and diligently to disperse loiterers or Patrons who attempt to congregate in front of or at the Licensed Premises. Failure of the Licensee to keep persons from congregating at the Licensed Premises may lead to disciplinary action against the Licensee for allowing a public nuisance. Action to be taken by the Licensee shall include: (1) maintaining the front door in a closed position; (2) asking loiterers to disperse; (3) promptly notifying the police if loiterers refuse to disperse; (4) hiring a security guard or stationing a security employee at the front door to disperse loiterers; (5) refusing to allow Patrons to walk in and out of the Premises at short intervals; (6) maintaining order in lines of Patrons waiting outside to get in; (7) announcing that no further Patrons will be allowed into the Premises if lines become too long or disorderly or loud.

11.4 Licensees shall take such steps as are necessary to ensure that Patrons or employees do not leave the Premises with Alcoholic Beverages. Such steps shall include having an employee stationed at the door to watch Patrons as they leave. When Patrons are observed leaving the Premises with bottles, cans, cups or glasses filled with liquids that smell like Alcoholic Beverages to the LLA agents, it shall be presumed that the vessels contain Alcoholic Beverages.

11.5 When any noise, disturbance, misconduct, disorder, act or activity occurs in the Licensed Premises, or in the area in front of or adjacent to the Licensed Premises, or in any parking lot provided by the Licensee for the use of its Patrons, which in the judgment of the LLA adversely affects the protection, health, welfare, safety or repose of the residents of the area in which the Licensed Premises are located, or results in the Licensed

Premises becoming the focal point for police attention, the Licensee shall be held in violation of the License and subject to proceedings for suspension, revocation or modification of the License.

12.0 Inspections and Investigations

- 12.1** The Licensed Premises shall be subject to inspection by the members of the LLA, the Licensing Officer, and their duly authorized agents. Any hindrance or delay of such inspection caused by an employee of the Licensee shall be cause for action against the License. It shall be the responsibility of the Licensee to ensure that procedures are in place, be it posting a doorman or otherwise, to allow Police and authorized agents of the LLA immediate entrance into the premises at anytime employees are on the Premises. Any delay in providing such access shall be cause for action against the License.
- 12.2** Licensees shall maintain a current list of all of their employees and shall have it available at all times for inspection upon the request of an authorized agent of the LLA. Licensees who contract with entertainment entities to provide entertainers must maintain a current list of the names of such entertainers and said entertainers shall be held to the same rules as other employees at the Premises.
- 12.3** No device or electronic equipment shall be utilized at a Licensed Premises for the purpose of signaling employees that agents of the LLA are present.
- 12.4** All complaints and reports shall continue in force until they have been reviewed and disposed of by the LLA.

13.0 Standards of Conduct on the Premises

- 13.1** It is forbidden to permit any employee or person in or on the Licensed Premises to promise, offer, suggest, or accept sexual acts or favors in exchange for money or for the purchase of any Alcoholic Beverages or other commodities.
- 13.2** It is forbidden to encourage or permit any person in or on the Licensed Premises to touch, caress, or fondle the breasts, buttocks or genitals of any other person.
- 13.3** No Alcoholic Beverages shall be sold to Minors. No service of alcoholic, wine/malt beverages shall be made to Minors.
- 13.4** No Manager or employee shall consume any Alcoholic Beverages while on the Licensed Premises while on duty or after the official closing hour except for the purpose of sampling new products from vendors.

14.0 Illegal Activity on the Licensed Premises

- 14.1** Licensees shall make all reasonable and diligent efforts to ensure that illegal activities do not occur at the Licensed Premises. Such efforts shall include:
- 14.1.1 Frequent monitoring of restrooms and other nonpublic areas of the Premises for signs of drug activity or other illegalities;
 - 14.1.2 Paying attention to activities on the Premises of known drug users or drug dealers or prostitutes or others who are known to have been convicted of crimes which may be conducted at a Licensed Premises;
 - 14.1.3 Monitoring of activities of Patrons who talk about weapons or who appear to be hiding a weapon;
 - 14.1.4 Calling for police assistance as necessary to protect Patrons against injury or to evict unruly Patrons or to uncover unlawful conduct or to give medical assistance and providing police with requested information; and
 - 14.1.5 Hiring security personnel to deal with chronic unlawful activity at the Premises such as prostitution or gambling or larceny from Patrons or assaults and batteries or other problems associated with the Premises.
- 14.2** There shall be no disorder, prostitution, illegal gambling, illegal drug use or sales or possession, or other illegal activity on the Licensed Premises or any Premises connected therewith by an interior communication.
- 14.3** In the event that the Licensee and/or employees have reason to believe that any illegal activity is taking place on the Premises, the Maynard Police must be notified.

15.0 Injuries to Persons at the Premises

- 15.1** Licensees shall instruct their employees and security personnel that they are not to make bodily contact with a Patron unless to protect other Patrons or themselves from being subjected to body blows from an unruly Patron. In all other circumstances employees and security personnel are to call the police to have Patrons removed from the Premises when such Patrons are being disruptive and they are unable to convince the Patron to leave the Premises voluntarily.
- 15.2** Licensees shall call the police and an ambulance and take all other reasonable steps to assist Patrons or persons who are injured in or on the Licensed Premises or whose injuries have occurred outside the Premises but have been brought to the attention of the Licensee.

16.0 Duty to File Report

In all instances where the Police are called to the Licensed Premises, regardless of the extent or severity of any incident involving people in or on the Premises, the Licensee or Manager must submit to the Police and the Clerk of the LLA within twenty-four (24) hours of such occurrence, a complete and accurate written report of the incident. Such report must be on a form provided by the LLA and will advise them of all pertinent facts including, but not limited to:

- a. Parties involved, by name;
- b. Date and time of the incident;
- c. Action taken by the Licensee or Manager;
- d. Description of the incident including damages and any injuries; and
- e. Name of Manager responsible for the Premises at the time of the incident along with any other employees present at the time of the incident

17.0 Revocation, Suspension, and Modification

Any License issued pursuant to M.G.L. c.138 may be modified, suspended, or revoked for any of the following causes:

- 17.1 Violation by the Licensee of any provision of the relevant General Laws of the Commonwealth, of the rules and regulations of the ABCC or of these Regulations of the LLA.
- 17.2 Fraud, misrepresentation, false material statement, concealment or suppression of facts by the Licensee in connection with an application for a License or permit or for renewal thereof or in connection with an application for the removal of the Licensed Premises or the alteration of the Premises or in connection with any other petition affecting the rights of the Licensee or in any interview or hearing held by the LLA in connection with such petition, request, or application affecting the rights of the Licensee;
- 17.3 Failure to operate the Premises covered by the License without prior approval of the LLA;
- 17.4 Failure or refusal of the Licensee to furnish or disclose any information required by any provision of the MGL or by any rule or regulation of the ABCC or these Regulations of the LLA;
- 17.5 Licensees shall not give or offer any money or any article of value or pay for or reimburse or forgive the debt for services provided to any employee or agent of the LLA either as a gratuity or for any service;
- 17.6 Licensees may not fail to comply with any condition, stipulation or agreement upon which any License was issued or renewed by the Licensing Authority or upon which any application or petition relating to

the Premises was granted by the LLA. It shall be the duty of the Licensee to ensure that all appropriate personnel at the Licensed Premises are familiar with these Regulations of the LLA and with any conditions on the License.

- 17.7 A License may be suspended or modified or revoked for the refusal by any Licensee and, if a corporation, by a Manager, officer, or director thereof to appear at an inquiry or hearing held by the LLA with respect to any application or matter bearing upon the conduct of the licensed business or bearing upon the character and fitness of such person to continue to hold a License.
- 17.8 Licensees shall properly serve suspension and modification orders.
- 17.9 A License may be suspended or modified or revoked for ceasing to conduct the licensed business, that is any License holder who closes or stops doing business (Dormant License). Licensees who suspend or cease operation must notify the LLA within ten (10) days with a schedule in writing for reopening to be approved by the LLA. The schedule submitted by the Licensee, must include a date certain for the reopening of the business.

18.0 Disciplinary Guidelines

- 18.1 Licensees in violation of the applicable laws of the Commonwealth, rules and regulations of the ABCC and/or these Regulations may be subject to the following range of discipline:
- a. First offense: warning to seven day suspension.
 - b. Second offense: warning to thirty day suspension.
 - c. Third offense: warning to revocation.
- 18.2 Only offenses which have occurred within the two (2) years preceding the date of violation shall be used in calculating the number of offenses for purposes of the sentencing guidelines.
- 18.3 The disciplinary guidelines are only a guide. The LLA may use its discretion in determining whether the facts surrounding a violation warrant a penalty, which is more lenient or severe than that suggested by the guidelines.
- 18.4 The sentencing guidelines shall not be construed to limit the LLA ability to consider alternative dispositions, or further conditions on a License or even alternate penalties (e.g. roll back of operating hours).

19.0 Service of Suspension Orders

- 19.1** When the LLA suspends the License or Licenses of any Licensee, it shall provide the Licensee with an order of suspension for public display that must contain the words, "No alcohol served per order of the Maynard Board of Selectmen." Such order shall be publicly displayed by the Licensee in the following manner. If there is a door opening from the street into the Licensed Premises and a window facing the street upon which such door opens, such order shall be displayed in such window so that it may readily be seen from the street. If the Licensed Premises are otherwise located, such order shall be affixed to the door of the entrance to the Premises and displayed in such a way that it may be readily seen from the street.
- 19.2** Suspension orders of the LLA, as above, shall remain affixed throughout the entire period of suspension. The removal, covering, defacement, or obliteration of the order of suspension or the failure to maintain the order of suspension in the manner and place required prior to the expiration of the suspension period shall be deemed the act of the Licensee and shall be cause for further suspension, modification or revocation of the license.
- 19.3** Suspension periods shall not be used as a time to do renovations at the Licensed Premises unless such renovations have previously been approved by the LLA.

20.0 Permission to Close Premises Required

- 20.1** Any Licensee intending to close a place of business, whether on a temporary or permanent basis, must notify the LLA in writing before such closing stating the reason and length of such closing and obtain approval. Failure to provide such notice may result in the suspension or revocation of the License.
- 20.2** The restriction in Section 20.1 shall not apply to a closing due to an act of God, natural disaster, illness or some other business problem for which request had been made to the LLA and approval granted.

21.0 Bankruptcy and Court Proceeding

The Licensee shall immediately notify, in writing, the LLA of any proceedings brought by or against the Licensee under the bankruptcy laws or of any other court proceedings, which may affect the status of the License.

22.0 Management

- 22.1** Each corporate Licensee must appoint a Manager by a properly authorized and executed delegation.

- 22.2** The Manager of the Licensed Premises must engage in the actual management of the Licensed Premises as his/her main occupation and must be present on the Licensed Premises for not less than 30 hours per week during the hours when Alcoholic beverages are sold or served.
- 22.3** The responsibilities of every License holder and any Manager shall be as follows:
- 22.3.1 To obey all statutes of the Commonwealth, rules and regulations of the ABCC, and these Regulations;
- 22.3.2 To promptly notify the police of any disturbances or illegal activity on the licenses Premises of which he becomes aware;
- 22.3.3 As to corporate Licensees, to sign the annual application for renewal of License, unless unavailable; and
- 22.3.4 To cooperate with authorized agents of the LLA, including but not necessarily limited to, any police officer, in their investigation or inspection of the licenses Premises.
- 22.4** Any such notice sent to the Manager as named in the records of the LLA or the owner at the address of the Licensed Premises shall constitute valid legal notice to the Licensee.
- 22.5** The Licensee shall not change Managers, change corporate officers, sell or transfer corporate stock, pledge corporate stock or liquor license as security, or accept a loan or credit from another Licensee, without first obtaining the approval of the LLA. No person may have a direct or indirect beneficial interest in a License without first obtaining the approval of the LLA.
- 22.6** Neither the Licensed Premises nor the sale of Alcoholic Beverages may be under the temporary management or control of any person who, in the judgment and discretion of the LLA, is unable or unwilling to exert the control necessary to maintain the Licensed Premises in a safe, sanitary and orderly manner.
- 23.0 Service Training**
- 23.1** An employee training program on the proper procedures for verifying that Patrons are at least 21 years of age and not intoxicated shall be provided by the Licensee. A written description of such program, along with a written policy outlining the employees' responsibilities and the disciplinary measures which will be taken against any employee for violating said policy, shall be provided to the LLA as part of the original

or renewal application materials and maintained on the Premises at all times.

- 23.2 A signed certification of each employee who handles alcohol, indicating that the employee has received the described training and has reviewed and understands the written policy describing his or her responsibilities and the disciplinary action which will be taken for violations, shall be maintained on the Premises at all times. Copies of all such documents and certifications shall be provided to the LLA at application or and annual renewal, and available on the Premises to the LLA or any authorized agent thereof, upon demand.
- 23.3 Each new employee who handles alcohol shall obtain server training within sixty (60) days of commencing employment.
- 23.4 Upon a finding by the LLA of a violation of the laws or regulations concerning service of alcohol to a minor or intoxicated person, the employees involved in the violation who continues to be employed by the Licensee shall be retrained forthwith and receive a new server training certification.
- 23.5 The training and certification referenced in Section 23.0 shall be pursuant to a training program approved by the LLA (e.g. TIPS or equivalent).

24.0 Complaints

- 24.1 The LLA shall investigate complaints received about any practices or acts that may violate any provision of these Regulations.
- 24.2 If the LLA finds that an investigation is not required because the alleged act or practice is not in violation of these Regulations, the LLA shall notify the complainant of such finding and the reasons upon which it is based.
- 24.3 If the LLA finds that an investigation is warranted, the LLA shall investigate and if the LLA finds that there has been a violation of these Regulations, then the LLA shall be authorized to take such action and institute such proceedings as are provided by law and these Regulations.

25.0 Fees

- 25.1 Application and License Fees shall be established by the LLA.

26.0 Severability

If any provision, clause, sentence or paragraph of these Regulations or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the provisions of these Regulations that can be given effect without the invalid provision, clause, sentence, or paragraph, and to this end the provisions are declared to be severable.

Becky Mosca

From: Mark Dubois <mdubois@maynardpolice.com>
Sent: Thursday, November 01, 2012 10:10 AM
To: Becky Mosca
Subject: RE: RE: Monthly reports due for October

Becky,
It looks like the following:

7.3 – they are required to ensure patrons leave in an orderly manner
7.4 – Alcohol beverages must be removed from tables within the hour of closing – patrons were still inside at 1:45 with drinks in hand
7.5 – patrons still inside drinking after the 1:00 am closing
11.5 – they are required to contact the police and are responsible for patrons causing a disturbance, disorder in the parkinglot

Not sure if we typically list all but these are the violations observed by the officer who responded.

Maynard Police Department
197 Main Street
Maynard, MA 01754
phone: 978 897-1040 ext. 2005

From: Becky Mosca [mailto:BMosca@TownofMaynard.net]
Sent: Thursday, November 01, 2012 9:58 AM
To: Mark Dubois
Cc: MSullivan@TownofMaynard.net
Subject: RE: RE: Monthly reports due for October

Chief,

Please let me know which violations they have against them so I can put it in the hearing notice for the newspaper. At this point in time, I'll need that information from you. Then I'll work up notice (Dec 4, 2012). Hearing date?

Becky Mosca
Administrative Assistant
195 Main Street
Maynard, MA. 01754
Phone # (978) 897-1351 Fax # 978-897-8457
Email : bmosca@townofmaynard.net

From: Mark Dubois [mailto:mdubois@maynardpolice.com]
Sent: Thursday, November 01, 2012 9:28 AM
To: Becky Mosca
Subject: RE: RE: Monthly reports due for October

Becky,
Attached are the Oct stats and report.

NARRATIVE FOR PATROL CHRISTOPHER M SWEENEY

Ref: 12-663-OF

Entered: 10/27/2012 @ 0525 Entry ID: CSWEE
Modified: 10/27/2012 @ 0559 Modified ID: CSWEE

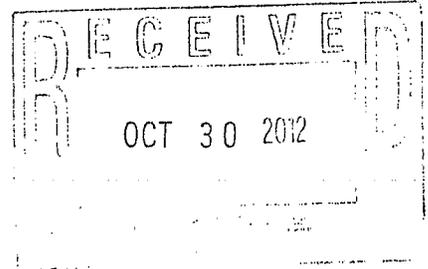
On Saturday, October 27th, 2012 I was working uniformed patrol assigned to marked cruiser #12. Around 1:45 AM I was dispatched to the Rod and Gun Club for a report of a possible fight about to start. I was currently on a call and was being assisted by DET Sullivan of Acton PD who responded for the fight call with me. Once on scene, there were several people just leaving the building and I made my way inside as I didn't see anything outside.

When we were inside I observed several groups of people who appeared to be argueing. I observed anywhere from 50-70 people still hanging around inside the establishment talking and drinking. After separating the groups that had been argueing I yelled out to those remaining to start heading out as it was after the town mandated closing time of 1:30 AM. Immediatly after I yelled out the lights to the establishment were all turned off. I observed a subject I am familiar with, Bruce Whitney, who works at the Rod and Gun Club standing beside another gentleman, later identified as the bartender William Petersen. Both appeared to be watching the crowd and not making any attempts to clear out the crowd or break up any of the disputes. Mr. Whitney was holding a full bottle of Budweiser beer which I took from him and placed on the bar. I continued hurding people out of the bar when I asked Mr. Whitney who was in charge and he informed me it was Mr. Petersen. I then spoke with Mr. Petersen and advised him the club would be charged with a liquor law violation. His response to this was that he had stopped serving at 1:00 AM as required. I then informed him that everyone is required to be out of the establishment no later than 1:30 AM and he turned to look at the clock, it was currently 1:50 AM and people were still leaving. He was advised to do a report to the Board of Selectmen's office and that I'd be filing a report on the violations. Report to be forwarded to the Board of Selectmen.

Respectfully Submitted,

Officer Chris Sweeney, #13
Maynard Police Department

Lic# 067600014



To: Maynard Board of Selectmen

From: William Petersen (Assistant Manger Maynard Rod and Gun)

On the night of Friday October 26, 2012 The Maynard Rod and Gun Club was hosting a private function for a Halloween party from 8 PM until 1:30 PM. I was working as the bartender for the function and Bruce Whitney was assisting as a bar back. There were approximately 70-80 people at this event total. At 12:45am the party was advised no more alcohol would be served and all guests would have to be out by 1:30am. The group running the function was planning to stay beyond 1:30am to clean up the club.

After the bar was closed just before 1:30 I was cleaning the bar area and Bruce was going around picking up empty bottles and trying to get everyone to leave the premises. Around this time Bruce returned to the bar area and informed me that an argument had occurred in the parking lot but everyone involved had already left and someone had already called the police. While Bruce was briefing me on this incident Officer Sweeney arrived.

At this time we were still cleaning the club along with the people running the function. There were no patrons at the bar, and the entire bar's cash was locked away when Officer Sweeney arrived. There were still approximately 25-30 people remaining from the group who hosted the Halloween party present cleaning up decorations and the partitions they set up for the party. He came over and stated to myself and Bruce that there cannot be alcohol on the bar after 1:30. As Bruce was picking up empty bottles he was placing them on the bar for me to clean before putting them away which is what Officer Sweeney observed. I was unaware that anyone from the party was still in possession of alcohol and believed Bruce had brought all the alcohol back to the bar at this time. Officer Sweeney removed one of the bottles from Bruce's hand and informed me that he would be filing an alcohol violation. After Officer Sweeney left, myself and Bruce remained at the club to clean until 4:30am.

Respectfully submitted,

William Petersen

A handwritten signature in cursive script that reads "William Petersen". The ink is dark and the signature is fluid and legible.

Becky Mosca

From: PlanningBoard
Sent: Thursday, November 29, 2012 1:58 PM
To: Michael Sullivan (MSullivan@TownofMaynard.net)
Cc: Kevin Sweet; Becky Mosca
Subject: December 4thl 2012 meeting

Hi Mike,

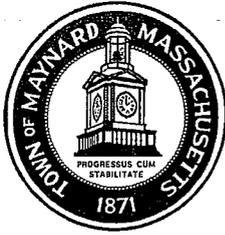
Attached you will find a spread sheet for the BOS meeting scheduled on Tuesday, December 4th, 2012 for annual renewals.

We have hit a snag with Oriental Delight. I don't know if they will go forward on Tuesday night. I will keep you updated.

If you have any questions or concerns, please let me know.

Thanks,

Marie



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1001 Fax: 978-897-8457

LEGAL NOTICE

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138, as amended that a Public Hearing will be held on Tuesday, December 4, 2012 at 7:30 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building on the application of transfer of an All Alcohol license from KCKC, Inc. d/b/a Oriental Delight to Sing Sing LLC d/b/a Asian Bamboo, 49-51 Waltham Street, Maynard, MA. A copy of the application is on file in the Municipal Services/Licensing Division office.

Selectman Dawn Capello
Selectman Jim Buscemi
Selectman Brendon Chetwynd
Selectman Mick Hurrey
Selectman David Gavin



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1001 Fax: 978-897-8457

LEGAL NOTICE

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138, as amended that a Public Hearing will be held on Tuesday, December 4, 2012 at 7:45 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building on the application of transfer of a Wine & Malt Alcohol as a Common Victualer license from Thai Chilli, Inc. to Thai Chilli House, LLC at 40 Main Street, Maynard, MA. A copy of the application is on file in the Municipal Services/Licensing Division office.

Selectman Dawn Capello
Selectman Jim Buscemi
Selectman Brendon Chetwynd
Selectman Mick Hurrey
Selectman David Gavin