



**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**March 12, 2013**  
**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 Comments
4. Acceptance of Minutes
  - a) February 26, 2013
5. Correspondence
  - a) Washington Gas Energy Systems dated 2/14/13
  - b) Town of Maynard ABCC Annual Report information submitted for 2012
  - c) Treasurer/Collector report for Jan 2013
  - d) Tetra Tech letter dated March 4 2013
  - e) Finance meeting notice
  - f) Email from Lynda Thayer request for info 129 Parker Street
  - g) Boys & Girls Club Program Jan 2013
  - h) Planning Board meeting notice Feb 26, 2013
  - i) Board of Health meeting minutes 12/11/2012
  - j) Facilities monthly report Feb 2013
  - k) Email request for Chair to attend Girl Scout Gold Award Ceremony
  - l) Town Clerk monthly report Feb 2013
  - m) Planning Board notice meeting room change 3/5/13

- n) Planning Board Legal notice dated 3/36/13
- o) Regular BOS meeting notice cancelled 3/5/13
- p) Letter AVRV School, 2/25/13 check for \$7687.40 via DOR (E & D)
- q) Email from Chris Okafor, Thank you for interview
- r) ConsCom meeting notice 3/5/13
- s) Town Accountant monthly report Feb 2013
- t) Assessors monthly report Jan 2013
- u) 495/MetroWest Partnership updates for Feb 2013
- v) Letter of interest to the Cultural Council
- w) Letter of interest to the Planning Board
- x) Meeting notice MCC/MRC
- y) Fire Department monthly report Feb 2013
- z) DPW monthly report Feb 2013
- aa) Letter from MRC Feb 2013 Blizzard
- bb) WAVM Annual Broadcast week March 18-21
- cc) Maynard Historical Comm meeting notice 3/12/13
- dd) MBA meeting minutes Feb 26, 2013
- ee) FinCom meeting notice March 11, 2013

6. Consent Agenda (7:15)

- a) Proclamation Girl Scout, Emily Doucette
- b) Proclamation Girl Scout Stephanie Wasiuk

7. MassDOT Community Transit Grant Program – GrantsPlus+”

8. Contract for DPW, and appointments

9. Budget

10. List of ATM draft controls items

11. Town Administrator Search Committee

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12. Town Administrator's Report

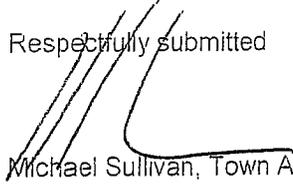
13. Old/New Business

14. Chairman's Report

15. Executive Session

16. Adjourn (9:00)

Respectfully submitted

A handwritten signature in black ink, consisting of several vertical strokes on the left and a large, sweeping loop on the right.

Michael Sullivan, Town Administrator



Draft minutes for February 26, 2013

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, February 26, 2013**  
**Room 201, Town Hall**  
**Time: 7:00 pm**

*Minutes*

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

**Note: Selectman Hurrey arrived at 7:08 pm**

**Pledge of Allegiance**

**Public Comments: none**

**Motion** made by Selectman Chetwynd to approve the minute for the February 12, 2013 meeting. Second by Selectman Gavin. Vote 3-0 **Motion approved.**

**List of Correspondences**

- a) MCC/MRC blanket meeting notice.
- b) Boys & Girls Club, December 2012 Program
- c) MBA meeting minutes for 1/23/13
- d) Town Clerk's monthly report Jan 2013
- e) Facilities Depart monthly report Jan 2013
- f) Letter of interest for ZBA, Christopher Etchechury
- g) Letter of interest for the COA, Cynthia Vanaria
- h) DPW monthly report for January 2013
- i) Police monthly report for January 2013

Draft minutes for February 26, 2013

- j) ConsCom meeting notice Feb 5, 2013
- k) Planning Board public hearing notice Feb 26, 2013
- l) Fire monthly report for January 2013
- m) Accountant monthly report for January 2013
- n) COA monthly report for January 2013
- o) Issue from Resident at Riverside dated Feb 3, 2013
- p) Notice for Open House at 129 Parker Street Feb 6, 2013
- q) Library monthly report for January 2013
- r) MBTA Advisory Board news Feb 4, 2013
- s) Meeting notice date from FinCom Feb 2013
- t) Notice from Verizon, Annual Complaint filing
- u) Letter from Minuteman Senior Services request
- v) Letter from ABCC, Annual report for 2012 request
- w) Legal notice PB 3/12/13, Dimopoulos Realty Trust
- x) Letter of interest for the ZBA
- y) Meeting notice Feb 19 ConsCom

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

**Crowe Park**

**Test viewed by Selectman Chetwynd and Selectman Gavin on Feb 2, 2013 at Crowe Park.** Board Thanked, Michael Chambers and all that helped with the test at Crowe Park.

**Motion** made by Selectmen Gavin to approve using Crowe Park for the 2013 season. Second by Selectman Chetwynd. Vote 4-0. **Motion approved.**

**Consent Agenda**

- a) One – Day permit – Parade AVLL
- b) Seasonal Permit MHS for Crowe Park
- c) Seasonal permit for Crowe Park

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

**Interview with DPW  
Christopher Okafor**

**Motion** made by Selectman Chetwynd to have Town Administrator Mike Sullivan go forward with making Christopher Okafor offer to the position of with DPW. Second by Selectman Hurrey. Vote 4-0. Motion approved.

**129 Parker Street Development**

Selectman Gavin recused himself and left the room.

Board said it is still too early to make a comment, as they need to read the new traffic report and hear from the planning board.

129 Parker Street Public Comments from residents of Maynard

**Budget Brief**

- Cost of dispatch entered twice
- Health Care trust error \$40,000.00 now removed.
- Short term borrowing fixed
- Revenue for ambulance fixed
- New growth numbers changed
- Next year solar meter revenue

**Town Administrator's Report**

- **Supervisors and DPW laborer's Union Negotiations**
- **UMASS Boston Collins Center Economic Impact Study**
- **WWTP Upgrades**
- **WGES Solar Project**
- **ARRT**
- **Planner**
- **Town Administrator**

Posting for full time Planner scheduled for Monday, March 4, 2013 on MMA

**Old/New Business**

**Move, to accept the provisions of Massachusetts General Law Chapter 44 Section 31D and allow the**

**Town of Maynard to “deficit spend” the FY 2013 “Snow and Ice” budget. The total shortfall should not exceed \$70,000 for FY 2013 without additional approval of the Board of Selectmen and the Finance Committee.**

Following for information only, does not need to be part of motion.

Section 31D. Any city or town may incur liability and make expenditures in any fiscal year in excess of available appropriations for snow and ice removal, provided that such expenditures are approved by the town manager and the finance or advisory committee in a town having a town manager, by the selectmen and the finance or advisory committee in any other town, by the city manager and the city council in a city having a city manager or by the mayor and city council in any other city; provided, however, that the appropriation for such purposes in said fiscal year equaled or exceeded the appropriation for said purposes in the prior fiscal year. Expenditures made under authority of this section shall be certified to the board of assessors and included in the next annual tax rate.

Every city or town shall annually, not later than September fifteen, report to the division of local services of the department of revenue the total amounts appropriated and expended, including any funding or reimbursements received from the commonwealth, for snow and ice removal in the fiscal year ending on the preceding June thirtieth.

**Motion made by Selectman Chetwynd to amend  
Move to amend the motion for Snow and Ice from February 12, 2013 and strike  
“not to exceed \$70,000**

**Second by Selectman Gavin. Vote 4-0. Motion approved**

Selectman Hurrey

- Contingence for the funds unspent by the MSBA ~ use to pay down debit
- Parking plan for the STM ~ buses

Selectman Gavin

- Sign at Paper Store for Subway? Per BI, sign was taken down on Tuesday. Feb 26, 2013 in the morning.
- Sound ordinance? Do we have any changes in the works? TA, yes in zoning.
- Update on MSBA project, as of Jan 2013, on schedule within budget.

Selectman Chetwynd

- Update, Charter meeting this Wed. Feb 27, 2013

Chair, Dawn Capello

- We received a letter from MHS for this years' scholarship fund, due March 22, 2013

**Executive Session ~ Negotiations ~ Union**

Motion to convene an executive session was made by Selectman Chetwynd and duly seconded by Selectman Gavin. Vote 4-0. **Motion approved.**

<b>Roll Call</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Selectman David Gavin	X			
Selectman James Buscemi				X
Selectman Dawn Capello	X			
Selectman Mick Hurrey	X			
Selectman Brendon Chetwynd	X			

Also, Mike Sullivan and Kevin Sweet.

Board will not reconvene into open session.

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

Time: 10:26 pm

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

Date:

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Selectman, Chetwynd, Clerk

Initials: BJM

<b>Purpose:</b>	Maynard PV Introductory Meeting (WGES-Maynard)
<b>Date:</b>	2/14/2013
<b>Location:</b>	Maynard Town Hall (195 Main Street)
<b>Attendees:</b>	<b>Washington Gas Energy Systems (WGES):</b> Michael Fahey <b>Town of Maynard (Maynard):</b> Michael Sullivan

Note: Comments in *blue italic* are updates and were not discussed during the meeting

**Meeting Notes**

Dog Park (general discussion of dog park logistics):

- ❖ Discussed possible installation of signage at dog park to promote the site/educate the public? WGES to investigate internally.
- ❖ Discussed some features of dog park to include a gravel parking lot (5-6 spaces), fencing to be buried about 2', etc. WGES to discuss internally with EPG
- ❖ Plan to invite MADog organization to next meeting between WGES and Maynard (April). WGES to invite EPG as well. WGES to propose date/time.

Billing Maynard (once project is up and running):

- ❖ Plan to have meeting in April with other key personnel from Maynard through PPA to discuss billing. *Corr.* Accountant, Treasury Collector to discuss procedure between WGES and Maynard.
- WGES to propose details of billing. Coordinate with MADog meeting.
- ❖ Question on how NGrid will bill. Metering credits generated by WGES will be credited to Maynard's designated accounts on the Town's regular bill (as identified in the Schedule Z). *Maynard shouldn't be receiving a check from the utility for the credits.*

Schedule:

- ❖ Discussion of current project schedule (dated 2/13/13)
- ❖ Expect major construction to be complete by end of April
- ❖ Expecting major equipment to start arriving on site around end of February
- ❖ Still coordinating as needed with utility and Verizon to interconnect PV System and install communications program.

Progress Reporting:

- ❖ WGES to create bi-weekly report highlighting overall project progress, specific to major project milestones (report could include project team logos).
  - Plan to issue first report by 3/1/13
  - Maynard Town officials meet 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month. Progress report received by Maynard will likely be used in these regular internal town meetings.

Miscellaneous:

## Washington Gas Energy Systems Meeting Notes

- ❖ Maynard pointed out annual Town Meeting is on May 20. Could be opportunity for WGES/project team to highlight this project... M. Fahey to make WGES' project team aware.
- ❖ WGES to issue Maynard WGES' certificate of insurance via email

### Action Items:

No.	Action	Owner(s)	Due	Status
1.	Propose date/time for next meeting in April	WGES	2.21.13	Open
2.	Create regular progress report for Maynard	WGES	3.1.13	Open
3.	Send Maynard WGES' cert of insurance	WGES	2.21.13	Open

Town of Maynard License Renewals

License #	Cost	Licensee	Address	Type	Renewal Date
67600012	\$ 650.00	Knights of Columbus Building Association of Maynard	40 Summer Street	Club All Alcohol	31-Dec-12
67600013	\$ 650.00	Knights of Columbus, Council 2121			
67600014	\$ 650.00	Sterling Golf Management, Inc.	50 Brown Street	Club All Alcohol	31-Dec-12
67600015	\$ 650.00	Maynard Golf Course	45 Old Mill Road	Club All Alcohol	31-Dec-12
67600019	\$ 650.00	Maynard Rod & Gun Club, Inc.	34 Powdermill Road	Club All Alcohol	31-Dec-12
	\$ 3,250.00	Maynard Rod & Gun Club	51 Summer Street	Club All Alcohol	31-Dec-12
		Maynard Lodge of Elks #1568 of B.P.O.E. of U.S.A. Inc.			
		Maynard Lodge of Elks #1568			
		Frank J. Demars American Legion Post #235 Inc. American Legion			
		Maynard Lodge of Elks #1568			
67600003	\$ 2,200.00	27 Main Street Corporation	27 Main Street	Common Victualler All Alcohol	31-Dec-12
67600004	\$ 2,200.00	Morey's Tavern	36 Main Street	Common Victualler All Alcohol	31-Dec-12
67600006	\$ 2,200.00	Pleasant Café Inc. of Maynard	157 Main Street	Common Victualler All Alcohol	31-Dec-12
67600007	\$ 2,200.00	Pleasant Café	163 Main Street	Common Victualler All Alcohol	31-Dec-12
67600010	\$ 2,200.00	Saini Enterprises, Inc.	137 Main Street	Common Victualler All Alcohol	31-Dec-12
67600011	\$ 2,200.00	Savoring Indian Cuisine	42 Nason Street	Common Victualler All Alcohol	31-Dec-12
67600020	\$ 2,200.00	Tangiers, LLC	51 Waltham Street	Common Victualler All Alcohol	31-Dec-12
67600022	\$ 2,200.00	River Rock Grill	51 Main Street	Common Victualler All Alcohol	31-Dec-12
67600034	\$ 2,200.00	Blue Coyote Grille, Inc.	86 Powdermill Road	Common Victualler All Alcohol	31-Dec-12
67600037	\$ 19,800.00	Blue Coyote Grille	177 Main Street	Common Victualler All Alcohol	31-Dec-12
		Blue Coyote Grille			
		JK Wong, Inc.			
		China Ruby			
		KLKC, Inc.			
		Oriental Delight			
		Halfway Cafe, Inc.			
		Halfway Cafe			
		Carron Restaurant Group LLC			
		Peyton's			
		Cast Iron Kitchen, LLC			
		Cast Iron Kitchen			
67600005	\$ 1,650.00	Nakorn Thai, Inc.	98 Main Street	Common Victualler Wine & Malt	31-Dec-12
67600008	\$ 1,650.00	Siam Village	76 Main Street	Common Victualler Wine & Malt	31-Dec-12
67600018	\$ 1,650.00	Neighborhood Brick Oven Pizza, Inc.	40 Main Street	Common Victualler Wine & Malt	31-Dec-12
67600033	\$ 1,650.00	Neighborhood Brick Oven Pizza	83 Main Street	Common Victualler Wine & Malt	31-Dec-12
67600038	\$ 1,650.00	Thai Chilli House LLC	65 Main Street	Common Victualler Wine & Malt	31-Dec-12
		Thai Chilli			
		Chong's Oriental Cuisine			
		Little Pusan			
		Mina LLC			
		Roasted Peppers			

67600024	\$ 2,200.00	d/b/a	Off License Enterprise, Inc. Main Street Liquors	48 Main Street	Package Store All Alcohol	31-Dec-12
67600025	\$ 2,200.00	d/b/a	Thai Sura-Merai LLC Merai Liquors	129 Main Street	Package Store All Alcohol	31-Dec-12
67600026	\$ 2,200.00	d/b/a	Online Wine and Liquors, Inc. The OWL	49 Walnut Street	Package Store All Alcohol	31-Dec-12
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67600027	\$ 1,650.00	d/b/a	TRP Corporation Bud's Variety	180 Main Street	Package Store Wine & Malt	31-Dec-12
67600029	\$ 1,650.00	d/b/a	Russell's Convenience Store, Inc. Russell's Convenience Store	193 Main Street	Package Store Wine & Malt	31-Dec-12
67600030	\$ 1,650.00	d/b/a	Arvind Urmila Corporation The Corner Store	49 Walnut Street	Package Store Wine & Malt	31-Dec-12
67600036	\$ 1,650.00	d/b/a	Seawitch, Inc. Quarterdeck Fish Market	175 Main Street	Package Store Wine & Malt	31-Dec-12
OPEN	\$ -		OPEN	OPEN	Package Store Wine & Malt	31-Dec-12
	\$ 6,500.00					
<hr/>						
Grand Total:	\$ 44,500.00					

Town of Maynard Quota List

<u>Population</u>	All Alcohol \$2,200 <u>Section 12</u> (On Premise)	All Alcohol \$2,200 <u>Section 12</u> (On Premise)	All Alcohol \$2,200 <u>Section 12</u> (On Premise)	All Alcohol \$2,200 <u>Section 15</u> (Off Premise)	Wine & Malt \$1,650 <u>Section 12</u> (On Premise)	Wine & Malt \$1,650 <u>Section 15</u> (Off Premise)
10001-14000	14	14	14	3	5	5
	Morey's Tavern  27 Main Street  Lic # 67600003	China Ruby  42 Nason Street Lic # 67600011	American Legion Post #235 51 Summer Street \$635 Lic # 67600019	Main Street Liquors  48 Main Street Lic # 67600024	Siam Village  98 Main Street Lic # 67600005	Bud's Variety  180 Main Street Lic # 67600027
	Pleasant Café  36 Main Street  Lic # 67600004	Knights of Columbus, Council 2121 40 Summer Street \$635 Lic # 67600012	Oriental Delight  51 Waltham Street Lic # 67600020	Merai Liquors  129 Main Street Lic # 67600025	Neighborhood Brick Oven Pizza 76 Main Street Lic # 67600008	Russell's Convenience Store 193 Main Street Lic # 67600029
	Savoring Indian Cuisine  157 Main Street  Lic # 67600006	Maynard Golf Course  50 Brown Street \$635 Lic # 67600013	Halfway Café  51 Main Street  Lic # 67600022	The OWL  86A Powdermill Road Lic # 67600026	Thai Chilli  40 Main Street  Lic # 67600018	The Corner Store  49 Walnut Street  Lic # 67600030
	River Rock Grill  163 Main Street  Lic # 67600007	Maynard Rod & Gun Club  45 Old Mill Road \$635 Lic # 67600014	Peyton's  86 Powdermill Road  Lic # 67600034		Little Pusan  83 Main Street  Lic # 67600033	Quarterdeck Fish Market  175 Main Street  Lic # 67600036
	Blue Coyote Grille  137 Main Street  Lic # 67600010	Maynard Lodge of Elks #1568  34 Powdermill Road \$635 Lic # 67600015	Cast Iron Kitchen  177 Main Street  Lic # 67600037		Roasted Peppers  65 Main Street  Lic # 67600038	OPEN  OPEN  Lic # OPEN

Town of Maynard Incident Report 2012

Date	Place	License #	Issue	Resolution	BOS Action
12/8/2012	Pleasant Café	#067600004	See report	no action	no action
11/21/2012	Maynard Lodge of Elks 34 Powder Mill Road 978-897-7434	#067600015	See report in Elks file	no action	no action
26-Oct-12	Maynard Rod & Gun Club 45 Old Mill Road	#067600014	See report in file		Written warning
24-Oct-12	Halfway Café	#067600022	See report		no action
June 4 2012	Maynard Lodge of Elks 34 Powder Mill Road 978-897-7434	#067600015	See report in Elks file		no action
May 22 2012	Pleasant Café	#067600004	See report	Police protective custody	no action
5/9/2012	Peyton's	67600034	See report	Written warning from the Maynard Police Department	
4/19/2012	Blue Coyote Grill	#067600010	See report	no action	no action
1/26/2012	China Ruby	# 067600011	Accident	Police matter working	1/7/2012
1/8/2012	China Ruby	# 067600011	See report	police	no action



JAN 27 2012

TOWN OF MAYNARD

To: The Maynard Board of Selectmen

In all instances where the Police are called to the premises regardless of the intent or severity of any incident, battery or physical altercation committed on the premises, the Manager shall submit a complete and accurate written report (on a form provided by the Selectmen) of the same to the Selectmen within 24 hours.

A. Name of Premises: CHINA REEBY RESTAURANT.

B. Name of Manager: KINNY WONG

C. Parties Involved by Name and Address (if known):  
TRACY

C. Time and Date of Altercation: 11:45 PM 1-23-2012

D. Action taken by Manager and what time: EVERYTHING LOOKS FINE.

E. Description of the circumstances including damage and any apparent injuries:

ON Monday, Jan, 23 about 11:45 pm, Custom Tracy and Bob  
come in the bar. she order one drink and food. about half hour later  
she order another drink. they stay around one hour. at the time  
she leaving the restaurant, she looks fine. Jan 26, evening police officer  
come in to tell us TRACY  
got in accident.

[Signature]  
Signature of Person Making Report

JAN 26, 2012  
Date of Report

978-551-1168 cell.  
Phone # of Signature Person



February 10, 2012

JR Wong d/b/a China Ruby  
Manager: Kinny Wong  
42 Nason Street  
Maynard, MA. 01754

RE: Hearing Date: March 6, 2012  
Place: Town Hall, room 201  
Time: 7:15

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

Cost for the Public Hearing is \$100.00 Please give check to Becky Mosca the night of the hearing. March 6, 2012 at 7:15 pm.

Notice for the newspaper will be billed directly to your business address.  
Any question please calls 978-897-1301

### 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 March 6, 2012 at 7:15 P.M. in Room MJG. At the Maynard Town Building on alleged violations of Alcohol Beverage Rules and Regulations, "Over serving" at China Ruby, 42 Nason Main Street, Maynard MA. This occurred on January 23, 2012 the result of a Maynard Police Investigation.

#### Local Licensing Authority

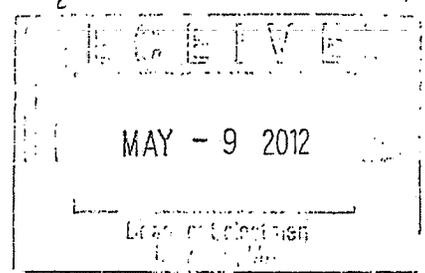
Dawn Capello  
Brendon Chetwynd  
Robert Nadeau  
James Buscemi  
David Gavin, Chairman

Michael Sullivan  
Town Administrator

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**Maynard Police Department**  
Acting Chief James F Dawson



May 7, 2012

Mr. Jason Carron  
Carron Restaurant Group LLC d/b/a/ Peyton's  
86 Powdermill Road  
Maynard, MA 01754

Dear Mr. Carron

On Saturday, April 28, 2012 at 1:00 a.m. the Maynard Police Department arrested a subject on Powdermill Road for operating under the influence of alcoholic beverage. During the course of the arrest Officer Seeley was made aware by the operator he was coming from your restaurant where he was drinking whiskey. He stated his last drink was a half hour prior to the motor vehicle stop. The arrestee chose to submit to a breath test where he blew a 0.18%, more than twice the legal limit.

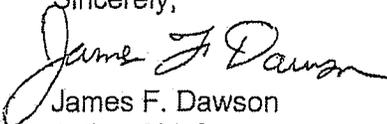
During a record check of your establishment of our in house computer system I learned on Saturday, March 24, 2012 at 1:00 a.m. a female who was walking from your establishment to her m/v was stopped by Detective Maria. Detective Maria performed a series of field sobriety tests on this individual and she was placed under protective custody due to her level of impairment. This female told Detective Maria she was at your establishment and had a couple of drinks.

The Board of Selectmen and the Maynard Police Department take these incidents very seriously. I am instructing you to step up your enforcement and diligence of over serving customers and to prevent further incidents of this nature.

I am also putting you on notice the Maynard Police Department will keep a close watch on your establishment. Any future incidents of this type within this calendar year will be investigated and I will request a hearing before the Local Licensing Authority/ Board of Selectmen.

Any question or concerns please feel free to contact me, I would happy to sit down and discuss this issue with you.

Sincerely,

  
James F. Dawson  
Acting Chief

cc: Board of Selectmen

978-897-1031 Fax 978-897-8002

197 Main Street, Maynard, MA 01754

[jdawson@maynardpolice.com](mailto:jdawson@maynardpolice.com)



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.

#### 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

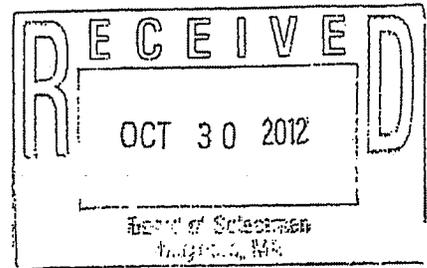
Regards,

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Michael Sullivan

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".

**Report of Treasurer/Collector's Office  
For January 2013  
Submitted by Cheryl Kane**

**Activity Report**

January 2013 Collections:

Collector: Taxes and water/Sewer:	\$ 5,325,576
Treasurer: Dept Turn-ins and wire receipts:	\$ 612,296

Delinquent Real Estate Taxes 7/1/12-1/31/13:

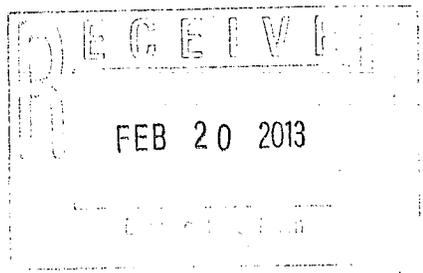
Collections/Commitments Net 7/1/12-1/31/13:	\$ 591,798
Outstanding Balance as of 1/31/13 :	\$ 1,096,449

**Comments**

Projects:

Treasurer's Cash and Collector's Receivables reconciled thru December  
First run of Tailings letters have been mailed and responses are coming  
in.

BOS.



March 4, 2011

Ms. Dawn Capello, Chairman  
Board of Selectmen  
Town of Maynard  
Maynard Town Hall  
195 Main Street  
Maynard, MA 01754

**Re: 145 Great Road  
Maynard, Massachusetts**

Dear Ms. Capello:

On behalf of our client, J F and P Realty Trust, owner of the referenced property (the Site), and in accordance with the requirements of the Massachusetts Contingency Plan (MCP) (310 CMR 40.0371 (3)), we are providing notification that the attached Release Notification Form (RNF) was submitted to the Massachusetts Department of Environmental Protection (DEP) in relation to the referenced property (the Site). The RNF is for a 120-day reporting condition, specifically the presence of arsenic and cadmium in groundwater at concentrations exceeding the applicable reportable concentrations established in the MCP. Both compounds are believed to be naturally-occurring, and further assessment will be performed in conjunction with ongoing response actions at the Site.

Please note that the MCP provides the opportunity to request additional Public Involvement Activities under 310 CMR 40.1403(9) and 310 CMR 40.1404.

Very truly yours,

Raymond C. Johnson, P.G., L.S.P.  
Senior Vice President

C: Mr. Michael Sullivan, Maynard Town Administrator  
Mr. Ronald Cassidy, Maynard Board of Health

P:\56962\127-56962-11001\Docs\Reports\RNF Notification Letter\_CMO\_February 18 2013.doc



TETRA TECH

March 4, 2011

Mr. Ronald Cassidy, Chairman  
Board of Health  
Town of Maynard  
Maynard Town Hall  
195 Main Street  
Maynard, MA 01754

**Re: 145 Great Road  
Maynard, Massachusetts**

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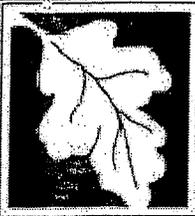
Please contact the undersigned if you have any questions.

Very truly yours,

Raymond C. Johnson, P.G., L.S.P.  
Senior Vice President

C: Ms. Dawn Capello, Chairman, Maynard Board of Selectmen  
Mr. Michael Sullivan, Maynard Town Administrator

P:\56962\127-56962-11001\Docs\Reports\RNF Notification Letter\_BOH\_February 18 2013.doc



Release Tracking Number  
assigned upon receipt and  
review by the Department

**RELEASE NOTIFICATION & NOTIFICATION  
RETRACTION FORM**

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

**A. RELEASE OR THREAT OF RELEASE LOCATION:**

1. Release Name/Location Aid:

2. Street Address:

3. City/Town:  4. ZIP Code:

5. UTM Coordinates: a. UTM N:  b. UTM E:

**B. THIS FORM IS BEING USED TO:** (check one)

- 1. Submit a **Release Notification**
- 2. Submit a **Revised Release Notification**
- 3. Submit a **Retraction of a Previously Reported Notification** of a release or threat of release including supporting documentation required pursuant to 310 CMR 40.0335 (Section C is not required)

(All sections of this transmittal form must be filled out unless otherwise noted above)

**C. INFORMATION DESCRIBING THE RELEASE OR THREAT OF RELEASE (TOR):**

1. Date and time of Oral Notification, if applicable: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM  
mm/dd/yyyy hh:mm

2. Date and time you obtained knowledge of the Release or TOR:  Time:   AM  PM  
mm/dd/yyyy hh:mm

3. Date and time release or TOR occurred, if known: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM  
mm/dd/yyyy hh:mm

Check all Notification Thresholds that apply to the Release or Threat of Release:  
(for more information see 310 CMR 40.0310 - 40.0315)

**4. 2 HOUR REPORTING CONDITIONS**

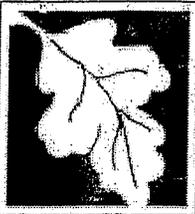
- a. Sudden Release
- b. Threat of Sudden Release
- c. Oil Sheen on Surface Water
- d. Poses Imminent Hazard
- e. Could Pose Imminent Hazard
- f. Release Detected in Private Well
- g. Release to Storm Drain
- h. Sanitary Sewer Release (Imminent Hazard Only)

**5. 72 HOUR REPORTING CONDITIONS**

- a. Subsurface Non-Aqueous Phase Liquid (NAPL) Equal to or Greater than 1/2 Inch
- b. Underground Storage Tank (UST) Release
- c. Threat of UST Release
- d. Release to Groundwater near Water Supply
- e. Release to Groundwater near School or Residence
- f. Substantial Release Migration

**6. 120 DAY REPORTING CONDITIONS**

- a. Release of Hazardous Material(s) to Soil or Groundwater Exceeding Reportable Concentration(s)
- b. Release of Oil to Soil Exceeding Reportable Concentration(s) and Affecting More than 2 Cubic Yards
- c. Release of Oil to Groundwater Exceeding Reportable Concentration(s)
- d. Subsurface Non-Aqueous Phase Liquid (NAPL) Equal to or Greater than 1/8 Inch and Less than 1/2 Inch



**RELEASE NOTIFICATION & NOTIFICATION  
RETRACTION FORM**

Release Tracking Number  
assigned upon receipt and  
review by the Department

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

**C. INFORMATION DESCRIBING THE RELEASE OR THREAT OF RELEASE (TOR): (cont.)**

7. List below the Oils (O) or Hazardous Materials (HM) that exceed their Reportable Concentration (RC) or Reportable Quantity (RQ) by the greatest amount.

O or HM Released	CAS Number, if known	O or HM	Amount or Concentration	Units	RCs Exceeded, if Applicable (RCS-1, RCS-2, RCGW-1, RCGW-2)
ARSENIC	07440-38-2	HM	49	PPB	RCGW-1
CADMIUM	07440-43-9	HM	5	PPB	RCGW-1

8. Check here if a list of additional Oil and Hazardous Materials subject to reporting is attached.

**D. PERSON REQUIRED TO NOTIFY:**

1. Check all that apply:  a. change in contact name  b. change of address  c. change in the person notifying

2. Name of Organization: **J F AND P REALTY TRUST**

3. Contact First Name: **CAROL** 4. Last Name: **COUGHLIN**

5. Street: **15 HARVARD ROAD** 6. Title: **TRUSTEE**

7. City/Town: **STOW** 8. State: **MA** 9. ZIP Code: **017750000**

10. Telephone: **978-897-8378** 11. Ext.:  12. FAX:

13. Check here if attaching names and addresses of owners of properties affected by the Release or Threat of Release, other than an owner who is submitting this Release Notification (required).

**E. RELATIONSHIP OF PERSON TO RELEASE OR THREAT OF RELEASE:**

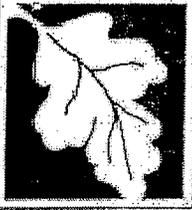
1. RP or PRP  a. Owner  b. Operator  c. Generator  d. Transporter

e. Other RP or PRP Specify: **TRUSTEE**

2. Fiduciary, Secured Lender or Municipality with Exempt Status (as defined by M.G.L. c. 21E, s. 2)

3. Agency or Public Utility on a Right of Way (as defined by M.G.L. c. 21E, s. 5(j))

4. Any Other Person Otherwise Required to Notify Specify Relationship: \_\_\_\_\_



**RELEASE NOTIFICATION & NOTIFICATION  
RETRACTION FORM**

Release Tracking Number  
assigned upon receipt and  
review by the Department

Pursuant to 310 CMR 40.0335 and 310 CMR 40.0371 (Subpart C)

**F. CERTIFICATION OF PERSON REQUIRED TO NOTIFY:**

1. I **Carol Coughlin**, attest under the pains and penalties of perjury (i) that I have personally examined and am familiar with the information contained in this submittal, including any and all documents accompanying this transmittal form, (ii) that, based on my inquiry of those individuals immediately responsible for obtaining the information, the material information contained in this submittal is, to the best of my knowledge and belief, true, accurate and complete, and (iii) that I am fully authorized to make this attestation on behalf of the entity legally responsible for this submittal. I/the person or entity on whose behalf this submittal is made am/is aware that there are significant penalties, including, but not limited to, possible fines and imprisonment, for willfully submitting false, inaccurate, or incomplete information.

2. By: **Carol Coughlin**

Signature

3. Title: **TRUSTEE**

4. For: **J F AND P REALTY TRUST**

(Name of person or entity recorded in Section D)

5. Date: **2/18/2013**

mm/dd/yyyy

6. Check here if the address of the person providing certification is different from address recorded in Section D.

7. Street: \_\_\_\_\_

8. City/Town: \_\_\_\_\_ 9. State: \_\_\_\_\_ 10. ZIP Code: \_\_\_\_\_

11. Telephone: \_\_\_\_\_ 12. Ext.: \_\_\_\_\_ 13. FAX: \_\_\_\_\_

**YOU ARE SUBJECT TO AN ANNUAL COMPLIANCE ASSURANCE FEE OF UP TO \$10,000 PER BILLABLE YEAR FOR THIS DISPOSAL SITE. YOU MUST LEGIBLY COMPLETE ALL RELEVANT SECTIONS OF THIS FORM OR DEP MAY RETURN THE DOCUMENT AS INCOMPLETE. IF YOU SUBMIT AN INCOMPLETE FORM, YOU MAY BE PENALIZED FOR MISSING A REQUIRED DEADLINE.**

Date Stamp (DEP USE ONLY:)

**Received by DEP on  
2/18/2013 9:35:35 AM**

Date Posted: \_\_\_\_\_

# TOWN OF MAYNARD

## MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Finance Committee

\_\_\_\_\_  
Name of Board/Committee

Address of Meeting: \_\_\_\_\_ Town Library or Town Hall Rm 201 \_\_\_\_\_ Room: \_\_\_\_\_

Tuesday \_\_\_\_\_ Feb \_\_\_\_\_ 12 \_\_\_\_\_ 2013 \_\_\_\_\_ 7:00 \_\_\_\_\_ PM  
Day of week                      Month                      Date                      Year                      Time                      Circle One  
(Circle One)

**Agenda or Topics to be discussed listed below** (That the chair reasonably anticipates will be discussed)

1. Approve Minutes of previous Meeting(s): \_\_\_\_\_  
(Meeting Dates)

2. Old Business Topics: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. New Business Topics: \_\_\_\_\_

Deficit for snow and ice budget  
Presentation and discussion of FY14 Budget

4. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Peter Campbell

Posted by: \_\_\_\_\_

Date: \_\_\_\_\_

## Becky Mosca

---

**From:** ALEX THAYER <thayers4@verizon.net>  
**Sent:** Monday, February 11, 2013 7:56 PM  
**To:** Becky Mosca; Michael Sullivan  
**Subject:** posting of meetings re: 129 Parker Street

To the Members of the Board of Selectman and Town Administrator Michael Sullivan,

I respectfully request that all town committee and board meetings in which representatives from the 129 Parker Street Development will be presenting, or the development project will be discussed, be posted on the 129 Parker Street project page on the Town of Maynard website.

Thank you,

Lynda Thayer  
14 Chandler St.  
Maynard, MA



**BOYS & GIRLS CLUBS**  
OF ASSABET VALLEY

**Community**  
**Affordability**  
**Respect**  
**Engagement**  
**Safe Place**

**The Boys & Girls Club of Assabet Valley**  
**“Great Futures Start Here”**

**January 2013 Program**  
**Report to Maynard Recreation Commission and Board of Selectmen**

The end of January we are starting to end our winter programs. Recreation basketball playoffs are February 16<sup>th</sup>, for grades 5<sup>th</sup> & 6<sup>th</sup> and 7<sup>th</sup> & 8<sup>th</sup>. We sent out surveys to each parent whose child participated in the basketball league for feedback on what we can do to improve the recreation basketball for Maynard. After meeting last month we are going to look into offering a different program for teens who would like to ski or snowboard.

Spring Programs:

- Baby Signing Time
- Totally Tots Play Group
- Mini-Kicker Soccer
- FAST Lacrosse
- FAST Flag Football
- Girls Lacrosse
- LEGO Engineering Wiked Cool Science
- Youth Golf
- Hershey Track & Field
- Youth Tennis
- Youth Gymnastics
- Youth Field Hockey Clinic

Adult offerings include:

- Adult Fitness
- Adult Indoor Soccer
- Adult Volleyball
- Adult Coed Basketball Pick up
- Adult Basketball League
- Adult Tennis (Cardio Tennis & Fast Tennis)

Family Ski Day at Wachusett Mountain has been canceled due to low numbers.

We are working on running some summer programs for the kids in town. We are working with Challenger Sports running a multi sports program. We are also working with SkyHawks doing a flag football camp and a mini hawks camp for ages 4-6.

At the next Commission meeting, we will be looking for the Commission's support on adding some Social Classes and Adaptive Recreation Classes. Our goal is to be able to provide programming for all youth in our community.

Date Posted February 21, 2013

## TOWN OF MAYNARD

### MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISION OF MGL 30A § 18-25

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

### PLANNING BOARD

Address of Meeting: 195 Main Street, Maynard Room: 101 Municipal Services Conference Room/Lower Level

Tuesday, February 26, 2013

7:00 p.m.

M T W T H F

Month Date Year Time AM/PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

- 7:00 p.m. - Public Hearing – 213 Main Street re: Site Plan / Special Permit
- 7:30 p.m. - Approval of Minutes of February 12, 2013 meeting
- 7:35 p.m. - New Business/Old Business

Next Planning Board meeting(s) announcement: There will be Public Hearings on 129 Parker Street March 5th and March 7th at 7:00 p.m. here in Room 101, Lower level of Town Hall. The Planning Board meeting scheduled for March 12 will be for 170 Main Street at 7:00 p.m. here in Room 101.

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Max Lamson, Chairman

Posted by: Steve Wood, Interim Planner Assistant

Date: February 21, 2013

# Board of Health Meeting Minutes

Monday – December 11, 2012

6:30pm

OMS Conference Room  
Town Hall (195 Main Street)

## I. ROLL CALL AND DETERMINATION OF QUORUM

The meeting, held in the OMS Conference Room of Town Hall, began at approximately 6:30pm.

### *Present:*

Ronald Cassidy, Chairman

Stephanie Duggan, Administrative Assistant/Recording Secretary

Kathy McMillan, Board Member

Lisa Thuot, Clerk

## II. MINUTES REVIEW & PERMIT APPROVAL

### a. Meeting Minutes –

\* A motion was made and seconded to approve the November 27, 2012 Board of Health Meeting Minutes as written. *Motion carried unanimously.*

## III. HEALTH AGENT REPORT – *Tabled until January Meeting*

## IV. EXECUTIVE DIRECTOR REPORT – *Tabled until January Meeting*

## V. OLD BUSINESS – *Tabled until January Meeting*

## VI. NEW BUSINESS

### a. Approval of Code of Regulations –

\* A motion was made and seconded to approve the Board of Health Code of Regulations as submitted and approved by Town Counsel. *Motion carried unanimously.*

b. **Discussion of Health Fees Effective July 1, 2013** – A survey is underway comparing BOH permit fees with those of surrounding communities. Fee updates and supporting data will be presented, discussed, and voted on in the coming months. The new fee schedule will become effective July 1<sup>st</sup>.

## VII. ADJOURNMENT

\* A motion was made and seconded to adjourn the meeting at approximately 7:00 p.m. **Motion carried unanimously.** *The Board's next meeting is scheduled for Tuesday January 22, 2013 at 6:30pm*

Signed this 26<sup>th</sup> day of February, in the year Two Thousand Thirteen:

---

Ronald Cassidy, Chairman

---

Kathy McMillan, Member

---

Lisa Thuot, Clerk

Respectfully submitted by:  
Stephanie Duggan, Admin Assistant  
Office of Municipal Services

# **FACILITIES DEPARTMENT**

**Feb 2013**

**Gregg Lefter, Facilities Manager**

## **Activity Report**

### **FACILITIES:**

- **Weekly MHS onsite building meetings**
- **Monthly AVVTS building meeting**
- **Retraining and testing for MGL 149, Passed Test**
- **Equipment needs for new High School**
- **Clean up efforts at Green Meadow School, leak in Univent main office**
- **Contractor coordination for repairs at green Meadow**
- **Temporary repairs at MGC back wall in locker room**



3/5/13 BOS

**Becky Mosca**

---

**From:** sdkohlman@comcast.net  
**Sent:** Friday, February 22, 2013 9:06 AM  
**To:** Dawn Capello  
**Cc:** Becky Mosca  
**Subject:** Request for Dawn Capello at Girl Scout Gold Award Ceremony

Dear Dawn,

On behalf on Maynard Girl Scouts, I would like to extend an invitation to Dawn Capello as the Chair of the Board of Selectmen to attend the Maynard Mother Daughter Banquet on Sunday, March 17 at 2:00PM at the Maynard Lodge of Elks. This year we are very excited to be presenting the Girl Scout Gold Award to two Ambassador Girl Scouts- Emily Doucette and Stephanie Wasiuk. Both girls are graduating from Maynard High School this year, and are members of troop 72596, with leaders Beth Waters and Lois Reilly.

The Girl Scout Gold Award is the highest award that Senior and Ambassador Girl Scouts may earn. Earning the Gold Award requires a suggested 80 hours of planning and implementing a challenging, large-scale project that is innovative, engages others, and has a lasting impact on its targeted community with an emphasis on sustainability.

Emily's project was organizing and cataloging the many filing cabinets and boxes of Maynard High School chorus music so that it can be easily used in the new high school. Stephanie's project was organizing and cataloging the many filing cabinets and boxes of Maynard High School band music so that it can be easily used in the new high school.

The current plan is to have the Gold Award presentations before dinner, but you are welcome to stay for the entire event.

Please let me know if you will be able to attend, and if you have any more questions.

Regards,

Sue Kohlman  
Maynard Girl Scout Service Unit Coordinator  
978-897-0038

Report of the  
Town Clerk's Office  
For the month of  
February 2013  
Submitted by *Michelle Sokolowski*

Activity Report

- Nomination papers are available until March 8, 2013 for the Annual Town Election on April 30, 2013. The following individuals have obtained nomination papers for Office:

Dawn Capello – Board of Selectmen (papers returned & certified)  
Alan DiPietro – Board of Selectmen (papers not yet returned)  
James F. Coleman – Moderator (papers not yet returned)  
Justin J. Hemm – School Committee (papers not yet returned)  
Elizabeth T. Binstock – Trustee of Public Library (papers not yet returned)  
George F. Hardy – Housing Authority (papers not yet returned)

The deadline to return nominations papers is Tuesday, March 12, 2013.

- Nomination papers for the Special State Primary were submitted to the Town Clerk's Office for certification. Wednesday, February 27, 2013 was the last day for Party candidates to submit their nomination papers for certification. Accordingly, the Town Clerk's Office remained open until 5:00 p.m. this day to receive nomination papers.
  - 2013 Annual Town Census and Dog License Renewal/Request forms are being processed as they arrive. 547 dogs have been licensed as of February 28, 2013.
  - Money taken in was reported and turned over to Treasurer-Collector's Office.
  - All birth, death & marriage records were reported to the Registry of Vital Records and Statistics.

The following documents were issued:

1 – Business Certificate

29 – Birth Certificates

16 – Death Certificates

5 – Marriage Certificates

Six Board & Committee members were sworn into office.

Form 7-PBN (a) (revised 11/99)

**Town of Maynard Planning Board  
Notice of Planning Board Hearing**

Relative to

**Proposed Zoning By-Law Amendments**

Pursuant to M.G.L. c. 40A, § 5

**CHANGE OF ROOM**

The Planning Board of the Town of Maynard will hold a public hearing to discuss proposed amendments to the Maynard Protective Zoning Bylaws. The public hearing will be held as follows:

**Place:** Room 201, Maynard Town Hall, 195 Main Street, Maynard, MA 01754

**Date:** March 5, 2013

**Time:** 7:00 p.m.

The subject matter of the proposed amendments are indicated below. The Zoning By-laws, as well as the complete text relative to the proposed amendments are available for inspection during regular business hours at the following place(s):

**Town Clerk's Office and Planning Board Office (8 a.m. and 4 p.m.) and on the town's website [www.townofmaynard.net](http://www.townofmaynard.net). Click on the 129 Parker Street Project information (on the front page) and the Planning Board page (under committees).**

<i>Article Number</i>	<i>Article Subject</i>
1	Amend Protective Zoning Bylaws – 9.3 Neighborhood Business Overlay District (NBOD)

Max Lamson  
Planning Board Chair

Date Posted February 28, 2013

**TOWN OF MAYNARD**

**MEETING NOTICE**

POSTED IN ACCORDANCE WITH THE PROVISION OF MGL 30A § 18-25

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

**PLANNING BOARD**

Address of Meeting: 195 Main Street, Maynard Room: 201 –  
Gianotis Room

Tuesday, March 5, 2013 7:00 p.m.

**M T W T H F**

Month Date Year Time AM/PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

**7:00 p.m. - Public Hearing – Amend Protective Zoning Bylaws – 9.3  
Neighborhood Business Overlay District**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Max Lamson, Chairman

Posted by: Steve Wood, Interim Planner Assistant

Date: February 28, 2013



PLANNING BOARD  
TOWN BUILDING  
195 MAIN STREET  
MAYNARD, MA 01754

**CONTINUED LEGAL NOTICE**

A public hearing will be held on **Tuesday, March 26, 2013 at 7:00 p.m.** at the Maynard Town Building, 195 Main Street, Maynard, Room 101, to hear all persons interested in a Petition filed by Acton Survey & Engineering, Inc. on behalf of the owners, Loftis Maynard, LLC, 213 Main Street, Maynard, MA, Map 13, Parcel 62, in the General Residence District for a Special Permit pursuant to Section 3.1.2 of the Maynard Zoning Bylaws to construct a multi-family dwelling and for a Site Plan approval pursuant to Section 10.5.1.4 to allow for more than five parking spaces.

A copy of the application and plan are on file with the Town Clerk and the Planning Board office.

Max Lamson, Chairman  
Maynard Planning Board

Date Posted 2/28/13

**TOWN OF MAYNARD**

**MEETING NOTICE**

POSTED IN ACCORDANCE WITH THE PROVISION OF MGL 30A § 18-25

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

**Board of Selectmen**

**Regular meeting is cancelled**

Address of Meeting: 195 Main Street, Maynard

Room: 201

**March 5**

**7:00 p.m.**

**M T W T H F** March 5, 2013 7:00 p.m. Cancelled

Month

Date

Year

Time

AM/PM

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

Chairperson: Dawn Capello

Posted by: Becky Mosca

Date: 2/28/13



# Assabet Valley Regional Vocational School District

215 Fitchburg Street

Marlborough, Massachusetts 01752-1288

Mary Jo Nawrocki  
Superintendent - Director

Mark R. Hollick  
Principal

Patrick C. Collins  
Assistant Superintendent

February 25, 2013

Mr. Michael Sullivan  
195 Main Street  
Maynard MA, 01754

FEB 28 2013

Dear Mr. Sullivan:

You recently received notification from the Department of Revenue (DOR) on Assabet's FY12 Excess & Deficiency (E&D) certification. As of June 30, 2012, the district exceeded its maximum allowable balance by \$62,652. Your community's portion (12.27%) of this sum is being refunded via enclosed check. The refund is in accordance with MGL Ch: 71 S16B1/2.

You should know that the surplus E&D was essentially a function of two positive outcomes from FY12. First, the district received \$52,281 more in revenue than budgeted (.3% greater than expected). Secondly, the district actually spent \$257,997 less than budgeted (1.5% less than expected).

As we gradually emerge from economic recession, we are pleased to be able to return funds to our sending communities as a result of our positive results.

Please give me or the district's assistant superintendent, Patrick Collins, a call if you have any questions.

Sincerely,



Mary Jo Nawrocki  
Superintendent-Director

MJN/jb

cc: Laura Ross

STATE SCHOLARS INITIATIVE

Equal Opportunity Institution

**Purchase Order**

**Assabet Valley Regional Technical High School**  
215 Fitchburg Street  
Marlborough MA 01752

**No. 132978**

Send 2 Copies of Invoices

P.O.# must be on all documents

Mail Invoices to above address

MSDS sheets must accompany all products

P.O. is void after 90 Days

P.O. Date: 02/22/2013

Questions ? (508) 485-9430

Ext:

Account:

P.O. Issued To :

Ship To:

TOWN OF MAYNARD  
195 MAIN ST  
MAYNARD MA 01754

Assabet Valley Regional Technical School

Attn: Patrick Collins

215 Fitchburg Street

Door 2- Receiving

Marlborough MA 01752

(508) 485-9430

Req# 27103

Contact:

Location: Business Office

Phone:

Fax:

Project: Undesignated

Reference:

Date Required: 03/09/2013

Award Number:

Line	Qty	Unit	Part#	Description	Unit Price	Extended	Tax	Freight
	1	EA		Return of excess E&D as determined by DOR on 6/30/12	7,687.40	7,687.40	0.00	0.00

APPROVAL SIGNATURES:



Sub-Total: 7,687.40

Freight: 0.00

Tax: 0.00

Total Amount: 7,687.40

NOTES:

Order Via:

Mail

**VENDOR COPY**



**ASSABET VALLEY  
VOCATIONAL SCHOOL DISTRICT**  
215 Fitchburg Street  
Marlborough, MA 01752

AVIDIA BANK

53-7052  
2113

No. 20224

EXPENSE  
1125

DATE
<b>02/25/2013</b>

CHECK AMOUNT
<b>\$7,687.40</b>

PAY \*\*\*Seven Thousand Six Hundred Eighty Seven and 40/100\*\*\* Dollars

TO TOWN OF MAYNARD  
THE 195 MAIN ST  
ORDER MAYNARD, MA 01754  
OF

AUTHORIZED SIGNATURE

⑈020224⑈ ⑆211370529⑆ 24 745625⑈

**ASSABET VALLEY VOCATIONAL SCHOOL DISTRICT**

3953	TOWN OF MAYNARD	1125	02/25/2013		20224
Vendor	Vendor Name	Voucher	Date	Account Number	Check Number

<u>PO Number</u>	<u>Invoice</u>	<u>Amount</u>
132978	E&D - Maynard	7,687.40

**TOTAL:**

**\$7,687.40**

## Becky Mosca

---

**From:** Kevin Sweet  
**Sent:** Wednesday, February 27, 2013 12:29 PM  
**To:** Dawn Capello; Brendon Chetwynd; Mick Hurrey; David Gavin; Jim Buscemi  
**Cc:** Michael Sullivan; Becky Mosca  
**Subject:** Fwd: Thank You Letter

Hello,

Please see email below from Chris Okafor.

Thanks,

Kevin

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

**From:** "Ifeanyi Okafor" <[cokafor69@yahoo.com](mailto:cokafor69@yahoo.com)>  
**Date:** Wed, Feb 27, 2013 12:06 am  
**Subject:** Thank You Letter  
**To:** "Kevin A. Sweet" <[ksweet@townofmaynard.net](mailto:ksweet@townofmaynard.net)>

Dear Honorable Board of Selectmen

Kevin Sweet, Assistant Town Administrator

Please allow me to use this medium to once again thank you for the opportunity given to me to interview before Board this evening (2/26/13) for the position of DPW Operations Manager. I believe my fundamentals are strong and my education and training has prepared me for this position.

I have a very strong background on municipal and environmental issues including public works projects. I look forward to speaking with the Town Administrator as I respectfully await your decision.

Sincerely,

Christopher Okafor

**TOWN OF MAYNARD**  
**MEETING NOTICE**

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Maynard Conservation Commission

Maynard Town Hall  
Municipal Services Conference Room  
Tuesday, March 5, 2013 at 6:30 PM

**Agenda or Topics to be discussed listed below** (That the chair reasonably anticipates will be discussed)

**ADMINISTRATIVE BUSINESS:**

- Review minutes from 02/19/2013.

**PUBLIC HEARING:**

- Notice of Intent (continuation)  
213 Main Street  
Loftis Maynard, LLC  
Demolition of existing single family house and construction of two duplexes.

**WETLANDS/STORMWATER ISSUES:**

- Site visit to Cutting lots on Old Marlboro to verify survey markers
- Preliminary FIRM maps released for Concord Watershed area (including Assabet River)

**LAND MANAGEMENT:**

- Overview of Encroachment workshop presented by Grzenda and Steel
- Concerns regarding yard waste disposal on Deer Hedge open space property

**BUSINESS:**

- High School site visit tentatively scheduled for March 19 @ 5:30

**Mail of note:**

- OARS February 2013 newsletter
- Public Notice from DEP concerning changes to Wetlands Protection Act
- SVT Community Preservation Act changes

**Upcoming Meetings:**

- Next Conservation Commission meeting, **March 19, 2013.**
- Massachusetts Land Conservation Conference, **March 23**, Worcester

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent



**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 Selectmen  
FROM: Lori Blanchard, Town Accountant *LB*  
DATE: February 28, 2013  
SUBJECT: ACCOUNTANT'S REPORT – FEBRUARY 2013

During the month of February, the Town Accountant's Office completed the following:

- Process the Weekly Bills Warrant
- Process the Bi-Weekly Payroll Warrant
- Journal Entries
- Recording Entries for Bond Sale - Long Term Debt & Bond Premiums
- FY14 Estimated Revenue for GF Budget Amount Available to Vote
- FY14 DE-1 Debt Exclusion Form
- Outstanding Receivables Reconciliation with Collector as of 12/31/12
- Outstanding Receivables Reconciliation with Collector as of 1/31/13
- Cash Reconciliation with Treasurer as of 1/31/13
- FY13 Revenue Reports as of 1/31/13 to Town Administrator & FinComm on 2/26/13
- 1096 Form - Mailed to IRS on 2/26/13
- Free Cash Amount Approved - Detailed Breakdown to Town Administrator on 2/26/13
- Corrected Calculation of Overlay Surplus as of 11/30/12 - to Town Administrator on 2/27/13
- FY12 Annual Town Audit - Continue to Provide Information via Email to Auditors
- Dept Budget vs. Actual Monthly Expenditure Reports (GF & Enterprise) Issued 2/28/13
- Rev/Exp Reports for Special Revenue, Capital, Trust & Agency Funds Issued 2/28/13

Also, planning for and preparing to complete:

- Set Up Recording & Tracking of Ambulance Receivables in the General Ledger
- Articles for STM & ATM
- MA Municipal Auditors & Accountants Association School March 18-20

Thank you.

**Report of Assessing Department  
For the Month of January 2013  
Submitted by Angela Marrama**

**Activity Report**

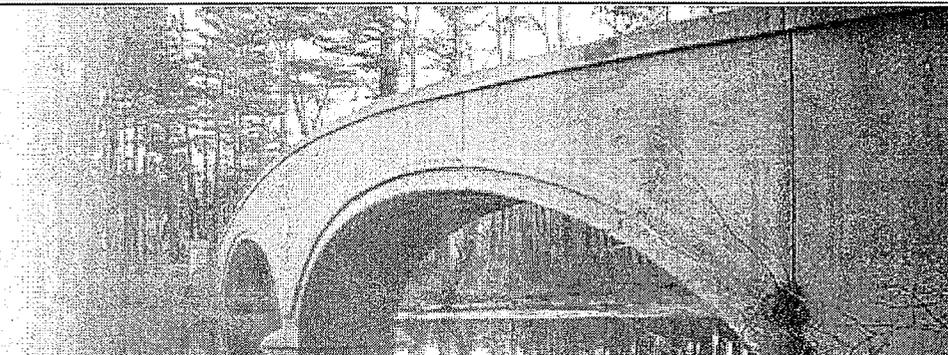
- **Triennial Revaluation for Fiscal Year 2013 was completed on December 19, 2012 with certification from the DOR.**
- **All valuation and new growth of \$190,107 for Fiscal Year 2013 was certified on the 6<sup>th</sup> of December by the DOR.**
- **Exemptions are in full swing with many phone calls and visitors to the office regarding the process and qualifications for the exemptions.**
- **This is abatement time in the office and we have had our hands full with taxpayers. I will be making appointments with all who file to conduct an inspection of the property and make my recommendations to the BOA for resolution.**
- **Fiscal year 2014 budget for the assessing department has been submitted waiting for review.**

## **Comments**

**The month of January will be spent answering tax payer questions regarding the property tax abatement process. The bills went out on time so taxpayers will have until the third quarter bill is due, Friday, February 1<sup>st</sup> to pay their bill and file for abatement. I will be making appointments and going out to inspect every property that abatements are filed for. This is a time consuming but important task for this department. Going to the homes of taxpayers that have filed for an abatement as the Assessor has its hazards, I am dealing with angry people and today you just don't know what to expect so I have to be very careful and very aware of my situation to be safe. I hope to have the whole process completed by the middle of March and then I will start the work of gathering data and updating the database for Fiscal Year 2014.**

**Becky Mosca**

**From:** mecc@memberclicks-mail.net on behalf of Jessica Strunkin <jessica@495partnership.org>  
**Sent:** Thursday, February 28, 2013 4:50 PM  
**To:** Becky Mosca  
**Subject:** 495/MetroWest Partnership's Update for February 2013



## PARTNERSHIP UPDATE

*February 2013*

*Update from the 495/MetroWest Partnership, the regional economic development council serving thirty-three communities in the state's economic engine, 495/MetroWest.*

[www.495partnership.org](http://www.495partnership.org)

### EPA Stormwater Briefing on March 7

The Partnership's Institute on Local Issues, on March 7th the Resources Committee will hold a regional briefing by the Alma Murphy, Chief of the Stormwater and Construction Section, and Ken Moraff, Acting Director for the Office of Storm Protection, both from EPA Region 1.

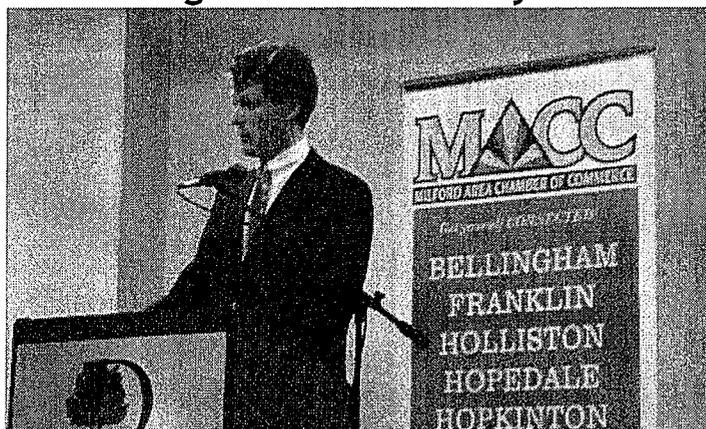
The discussion will focus on the recently released, redrafted MS4 permit for New Hampshire and on broader stormwater topics from a regional perspective. This draft MS4 permit has been significantly different from the draft that was issued back in December 2008. Massachusetts permits will likely be based, at least partially, on the new draft.

Meeting materials are [online](#), and if you are interested in attending the meeting on March 7, please email [mecc@495partnership.org](mailto:mecc@495partnership.org).

### Briefing on New Shuttle Service for Westborough on March 20

The Partnership's Institute on Local Issues on March

### Congressman Kennedy Addresses Region



*Congressman Kennedy addresses a regional forum held by the Milford Area Chamber of Commerce and the Partnership*

On February 11th, the Milford Area Chamber of Commerce and the Partnership held a regional forum for newly elected Congressman Joseph Kennedy III, who represents the Fourth Massachusetts District, with eleven of the thirty-three

Partnership's Transportation Committee will hear the Worcester Regional Transit Authority (WRTA) and Central Massachusetts Regional Planning Commission on planned shuttle service for Westborough.

The Committee had previously been briefed by the WRTA on shuttle service to the region during its conceptual phase. The Committee meets at 8:30am in the second floor conference center at 200 Friberg Parkway in Westborough. If you are interested in attending the meeting on March 20, please contact Jessica Strunkin at [jessica@495partnership.org](mailto:jessica@495partnership.org).

If you are interested in learning more about the Partnership's Transportation Committee or attending future meetings, please email [jessica@495partnership.org](mailto:jessica@495partnership.org).

## Governor Patrick Visits Framingham



On January 5th, Governor Patrick toured downtown Framingham and discussed the interrelationship of transportation infrastructure and economic development; pictured with him (left to right) are State Rep. Tom Sannicandro, State Senator Karen Brown, Town Manager Bob Halpin, State Rep. Chris Walsh, and Tom Conroy.

## State Developments

**Budget Releases Proposed FY2014 Budget:** Governor Patrick's proposed state budget for FY2014 extends the new economic development organization program with funding, as well as incorporates significant changes to the state's tax structure and corresponding investments in transportation and education. This budget proposal is now under consideration by the House and Senate Ways and Means Committees before full deliberations commence in February.

**MOBD Regional Director:** Our regional director for MA Business Development, Arthur Robert, is now on sabbatical for at least the next year working on statewide study of our military bases. As a result, area Business Development Rob Anderson is assuming responsibility for our MOBD, and can be reached at [randerson@state.ma.us](mailto:randerson@state.ma.us). Special thanks to Arthur Robert for his quiet leadership and dedication to the Partnership in the West region and welcome to Rob Anderson in his

role as regional director in the Partnership's service area.

In his address, Congressman Kennedy discussed the need for bi-partisan leadership to develop solutions for the pressing longterm challenges facing our country. He asked for input on the budget deliberations, tax policy, and small business and environmental regulations, and stressed the need for a pro-growth environment.

The Congressman singled out the Partnership for our work on transportation issues, and pointed out that "The only way we're going to have a better transportation system is if the public and private sector are both active and engaged in seeking a solution."

Special thanks to the Milford Area Chamber of Commerce, particularly Barr Feingold and Laura O'Callaghan for their hard work on this forum.

A map of the new Congressional Districts is [online](#).

## Secretary of Transportation Richard Davey Addresses Partnership



Massachusetts Secretary of Transportation Richard Davey addresses the Partnership's Transportation Committee

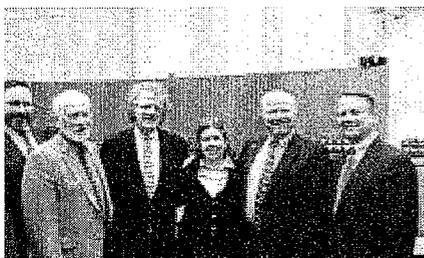
On January 30th, Secretary of the Massachusetts Department of Transportation (MassDOT), Richard A. Davey, discussed MassDOT's *The Way Forward: A 21st Century Transportation Plan* with the Partnership's Transportation Committee. While highlighting the MassDOT Plan, Secretary Davey noted its dependence on the Governor's FY 2014 budget proposal. Commenting on the link between transportation and economic development, Secretary Davey said, "The business community has chosen to anchor itself in this region. To keep business thriving across the Commonwealth, we must invest in our infrastructure and our education system...our transportation network needs to be able to carry the current workforce and strong enough to support growth."

Secretary Davey announced a project included in *The Way Forward*, which will have a significant impact on the 495/MetroWest Region. The Plan includes \$12 mil

**Route 9 Interchange Improvement Study:** A draft of this interchange study is being prepared for review and comment. In the meantime, MassDOT held briefings for the affected communities of Northborough, Hopkinton, and Southborough; more information is online [here](#).

**Neighborhoods:** The state has released a new local development initiative with different density and zoning requirements than the 40R program; more information is online [here](#).

## Supports Inter-Municipal Leadership on Transit



Acton Mayor Governor Tim Murray presenting a CIC grant to the Mayor of Acton and partnering communities.

For the second year in a row a northern cluster of mostly rural communities was one of the 27 awardees for a Community Innovation Challenge (CIC) grant, a program to encourage and support innovative regionalization. In addition to last year's CIC grant the original five participating communities of Acton, Boxborough, Littleton, Northborough, and Stow will now be joined by Concord, Westford, and Carlisle. The private partners will expand from the former Place of Maynard to also include Fiba, Cisco, and Park Co and possibly Red Hat. The goal of the grant is to create the CrossTown Connect Transit Authority (TMA), in order to develop a comprehensive and cohesive transportation system which meets the needs of para-transit riders, commuters, and the general public.

The Partnership supported the group's application and will continue to work with the municipalities, businesses and the coordinating team as the CrossTown Connect Authority works to formalize and progress.

Thanks to our Bronze Investors:

for widening Route 9 between Computer/Research Drive in Westborough and Crystal Pond Road in Southborough, intersection improvements at Route 9 and Crystal Pond Road, and improvements to Research Drive/Connector Road. The recommended improvements to this section of Route 9 were derived from the soon-to-be completed *I-495 & Route 9 Interchange Improvement Study* by MassDOT.

Additionally, Secretary Davey noted the increase in Chapter 90 funding that would result from the Governor's Plan. According to Secretary Davey, the 495/MetroWest region received \$10.8 million in 2007, for local roadway projects Chapter 90 funding would increase to \$27.5 million in the region, should the Governor's Plan advance. Other points of note included the move to All-Electronic Tolling (AET) by MassDOT, with an expected time line of two to three years for I-90, MBTA coaches for some of the 495/MetroWest region's Commuter Rail Lines, and new potential uses for toll dollars on transportation projects on the Turnpike but in the region in which they were collected (this proposal will require legislative approval).

Secretary Davey answered several questions at the well attended meeting, which included a balance of public and private sector representation. The Partnership appreciates the Secretary's willingness to address our Committee as well as the Patrick/Murray Administration's attention to the transportation needs of our region. More information on the plan's ramifications, including maps of potential transportation and education investments, is available online [here](#).

## Partnership Advocacy on Behalf of 495/MetroWest

The Partnership has spoken out on behalf of our communities and employees through:

- Testifying in support of state funding in the FY2014 state budget for economic development initiatives;
- Bringing state housing officials to discuss the state's new *Compact Neighborhoods* housing initiative;
- Briefing the Marlborough Regional Chamber of Commerce's Board of Directors on the Partnership's work and developments in the region;
- Discussing the state's MassWorks program with municipal officials;
- Supporting a further grant application for suburban transit;
- Participating in the Governor's tour of Framingham's transportation facilities; and
- Serving on the state's Water Resources Commission.

For any further information these activities, please contact the Partnership

**Special thanks to our state legislators for securing state funding for regional economic development and the Office of Business Development for their**

JAN 23 2013

Joyce McJilton Dwyer

Home: 4 Durant Ave. Maynard MA 01754-1006

Studio: ARTSpace—Maynard, Studio 201, 63 Summer St., Maynard MA 01754

Home: 978-897-1848 [joycedwyer.artist@verizon.net](mailto:joycedwyer.artist@verizon.net)

website: [www.joycemcjltondwyer.com](http://www.joycemcjltondwyer.com)

January 23, 2013

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

RE: Request for appointment to the Maynard Cultural Council

Dear Maynard Selectmen:

The Maynard Cultural Council's grant season is over for this year and the council is undergoing changes in membership. I would like to be a participant so I request an appointment to the Maynard Cultural Council.

I am an artist at ARTspace—Maynard, there from the beginning with a studio since 2001. Along with that I have served for about 6 years on the ARTspace Gallery Committee, helping to jury the exhibitions that show there. Priscilla Alpaugh Cotter and I received a grant from the Cultural Council in 2007 to paint four of the utility boxes in town.

<http://www.youtube.com/watch?v=Km9tZvap-pk> will give you a sense of that project.

I teach watercolor to adults in Community Education both at Acton-Boxborough and Minuteman schools. My classes regularly run so that is one gauge of my teaching skill. I feel I can serve the Cultural Council and our town well for a term on the council.

I have attended a few Cultural Council meetings as an observer so I have a sense of the council's work. I would like to be part of this cultural process in Maynard. This is why I am requesting an appointment to the Maynard Cultural Council. If you have questions, please contact me. I look forward to hearing from you.

Sincerely,



Joyce McJilton Dwyer



Date: March 12, 2013

**Joyce McJilton Dwyer**  
4 Durant Avenue

*You are hereby appointed to the*

*Cultural Council*

*Term expires: June 30, 2016*

FOR THE

**TOWN OF MAYNARD**

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

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



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, originally scheduled to be held on Tuesday, March 5, 2013 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 a Wine & Malt Alcohol as a Common Victualler license from Neighborhood Brick Oven Pizza, Inc. to El Huipil Restaurant, Inc. at 51R Main Street, Maynard, MA has been CANCELLED and RESCHEDULED to be held on Tuesday, March 19, 2013 at 7:30 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building. 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

**Becky Mosca**

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**From:** gtuzzolo@gmail.com on behalf of Greg Tuzzolo <greg@tuzzolo.com>  
**Sent:** Friday, March 01, 2013 1:21 PM  
**To:** Becky Mosca  
**Subject:** Interested in joining Maynard Planning Board  
**Attachments:** gtuzzolo\_cv.pdf

To Whom It May Concern:

I am writing to express interest in joining the Maynard Town Planning Board.

I have spoken with Max Lamson and met with the Board last Tuesday at their recent meeting. I was able to get a sense of the format of meeting and the level of commitment involved with the post. The Board suggested that I contact you with a formal re

I am a landscape architect with the planning board forum as I lived in Maynard for only about a year. I grew up in Harvard, MA and the Maynard area.

We don't  
have opening

ning, and I am quite familiar with and planning in open forum. I have lived in Oregon where I lived since 2010. I am familiar with Massachusetts and the

Please let me know if I need to attach my resume for your

or the position. In addition, I have

Regards,

Gregory Tuzzolo  
1 Randall Road

# Gregory Richard Tuzzolo, RLA, LEED AP

6 Wintergreen Court, Lunenburg, MA 01462 • 718.753.9061 • greg@tuzzolo.com

---

Seven years of diverse experience in practice, research and teaching in the fields of landscape architecture, sustainable design, landscape construction, project management, digital technology and business operations. An experienced design leader from the most detailed to the most broad scales.

## Professional Experience

---

### **Landscape Architect, Stephen Stimson Associates, Cambridge, MA**

August 2012 - present

- Project Landscape Architect on a series of residential and institutional design projects.

### **Landscape Architect, Gregory Tuzzolo Landscape Architect, Portland, OR and New York, NY**

2007 - 2012

- Directed the design and documentation of multiple residential landscapes
- Managed all aspects of small firm operations, marketing and business management
- Implemented construction with total value of over \$400,000

### **Landscape Architect, EDAW / Aecom, New York, NY**

2009 – 2010

- Administered and inspected the detailed construction of a \$300M park, streetscape and highway project in lower Manhattan
- Designed and developed detailed park features and elements for a large waterfront park in Shanghai, China

#### **Representative Projects**

West Side Highway Reconstruction - New York, NY  
West Thames Park and Playground - Battery Park City, New York, NY  
Yangcheng Lake Wetland Park - Shanghai, China

### **Senior Environmental Designer - Infrastructure, Buro Happold Consulting Engineers, New York, NY**

2007 – 2009

- Designed sustainability and infrastructure master plans for large public and private international projects
- Contributed landscape architectural expertise to an interdisciplinary team of engineers and architects
- Collaborated with leading architects, landscape architects and planners in New York City and abroad
- Developed, documented and implemented Sustainability Management Systems on large park and infrastructure projects

#### **Representative Projects**

Khed SEZ Infrastructure Master Plan - Pune, Maharashtra, India  
Pole Moscow Sustainable Infrastructure Master Plan - Mitino, Moscow, Russia  
National University of Singapore Sustainable Master Plan - Singapore

### **Landscape Designer, Mathews Nielsen Landscape Architects, New York, NY**

2005 – 2007

- Led the design and production of a diverse group of public and private landscape design projects within New York City
- Collaborated with leading architects, mechanical and civil engineers and urban planners from concept to detail
- Prepared detailed cost estimates for projects with site construction budgets of over \$2 Million

#### **Representative Projects**

Cathedral of St. John the Divine, Children's Garden - New York, NY  
121st Police Precinct Landscape - Staten Island, NY  
Pratt Institute, Myrtle Ave. Building Entry Plaza - Brooklyn, NY

## Education

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Master of Landscape Architecture, **University of Massachusetts, Amherst**

2005

Thesis Title: *Understanding Frameworks for Orchestrating Landscape Data*

Bachelor of Arts with Honors, **Wesleyan University, Middletown, Connecticut**

2000

# Professional Qualifications

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- Licensed Landscape Architect, New York #002199
- LEED Accredited Professional

# Publications

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- “Tailored Sustainability Assessment for Urban Masterplanning” – *Co-Author* 2011  
by J. Mulligan, G. Tuzzolo, B. Stigge and P. Guthrie. *ICE Journal of Urban Design and Planning*
- “Digital Land: Integrating Technology into the Land Planning Process” – *Contributor* 2005  
by Mark S. Lindhult and James L. Sipes, Wiley. 2007

# Teaching and Service

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- ASLA Oregon - 2011 Symposium - Portland, OR  
- *Symposium Organizer and Session Moderator* Spring 2011
- Columbia University - School of Continuing Education - New York, NY  
- *Invited Studio Critic: Times Square Studio* Spring 2010
- Hudson River Sloop Clearwater - Beacon, NY  
- *Volunteer Educator* June 2010
- Building Foundations with Haiti - New York, NY  
- *Volunteer Charette Participant* May 2010
- The MET - Liberty School - Providence, RI  
- *Instructor: 3D Spatial Design for an Outdoor Classroom* 2009 - 2010
- The Cooper Union - New York, NY  
- *Lecture: Sustainable Landscape Design* 2008 - present
- City College of New York  
- *Course: Graphic Tools for Landscape Architects* 2007-2008
- University of Massachusetts - Amherst, MA  
- *Invited Studio Critic* 2006-2008  
- *Lecture: Sustainable Infrastructure Design* March 2009  
- *Course: Graphic Tools and Portfolio Design for Landscape Architects* 2005
- Wesleyan University - Middletown, CT  
- *Guest Lecturer: Sustainable Master Planning* 2008

# Awards

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- 121st Police Precinct — *Landscape Designer* 2008  
Public Design Commission of the City of New York - Excellence in Design Award
- The Kaaterskill Project — [www.kaaterskillproject.org](http://www.kaaterskillproject.org) — *Designer and Author* 2005  
Student Award of Excellence, Boston Society of Landscape Architects,  
Honor Award for Planning and Research, Boston Society of Landscape Architects
- People and Places on the Outer Cape — *Research Assistant and Studio Participant* 2005  
Place Research Award, Environmental Design Research Association  
Merit Award for Planning and Research, Boston Society of Landscape Architects

Date Posted 03/04/2013

TOWN OF MAYNARD

MEETING NOTICE

Posted in accordance with the Provisions of MGL 30A §§18-25

MAYNARD CITIZENS CORP/MEDICAL RESERVE CORPS

Address of Meeting: Town Hall

Room: Municipal Services Meeting Rm

M T W T H F March 14<sup>th</sup>, 2012  
Day of Week      Month      Day      Year

Time: 6:30pm

**Agenda or topics to be discussed listed below (that the chair reasonably anticipates will be discussed)**

1. Approve Minutes of Previous Meeting(s):
2. Region 4A updates:
3. Town Updates:
4. Newsletter:
5. Old Business: Volunteer recruitment: letters  
Review forms discussed at January and February Meetings  
Review Mission Statement revisions
6. NEW BUSINESS TOPICS:
  - Discuss Training Day: programs/date/etc: Derek to update on survey sent out
  - Discuss Shelter Training Program
  - Review EDS templates: Mary has templates
  - Annual Volunteer Night: ?schedule in April (Nat'l Volunteer Wk)(Sept Emerg Preparedness Month)
  - Begin Shelter AND EDS Policy and Procedure book
  - Complete Policy/Procedure book for first 4 events (Maynardfest/RoadRace/Relay/TruckDay)

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON(S)

Kathy McMillan, RN  
Deb Rousell



# MAYNARD FIRE DEPARTMENT

Fire Chief  
Anthony Stowers

## Monthly Report

### FEBRUARY 2013

#### FIRE RESPONSE ACTIVITIES

Number of requests for service was 143 which resulted in 279 apparatus responses, the requests break down for the month break down as follows:

Basic life support ambulance	34
Advanced life support ambulance	31
Mutual aid ambulance	6
Motor vehicle accident	1
Pedestrian hit by motor vehicle	0
Flammable gas leak	5
Flammable liquid/Hazardous Material spill	0
Building/Chimney Fire	0
Carbon monoxide detector activation/Problem	8
Medical assist with no patient care	3
Lock-out	1
Mutual aid building fire/Automatic aid	2
Good intent/assist police/investigation/Haz-Mat Investigation	2
Well-being check	2
Rescue with no medical emergency	0
Smoke Investigation	2
System/Furnace malfunction	1
Smoke detector/Alarm activation with no fire	11
LP gas inspection/Tank Truck/Fuel Tank	0
Investigation of citizens complaint	1
Smoke/CO detector/Oil Burner inspection	15
Arcing electrical/wires down/overheat	1
Cooking Fire/barbeque fire/Brush/Vegetation	1
Unintentional false/canceled/unauthorized burning/other	4
Other not specifically classified	12
Total	143

#### TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 156 hours of on-shift training in January in a variety of topics such as driver/operator, dispatch operations, and hydrant and drafting operations, ICE Rescue, Professional Development and 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. In

addition all 4 groups continued working on our pre-fire planning program. Eleven of our firefighters and officer participated in Strategy and Tactics Training at the Library this month.

### SHIFT PROJECTS AND ACTIVITIES

We have continued working closely with a software company called GovCentric, looks to be ready to go by March; we have written a grant to help expand the original system currently being designed.

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

### ACTIONS OF NOTE:

We have been awarded a Fire Prevention Grant in the amount of \$3,000.00 for computer equipment. This is being sponsored by FM Global!

We have developed a pre-inspection form for Maynard Businesses who require an annual inspection. The purpose of this partnership is to help business owners or managers identify and correct any potential problems prior to their annual inspection. We feel this will decrease the anxiety faced during the very busy inspection season.

Assabet Valley Regional Technical High School has continued working on a painting project here at the Fire Department, should have a whole new look by projects end. Looks great so far!

We have continued our annual fire safety inspection program in an effort to keep our citizens and visitors safe from unforeseen and unpredictable events.

This month saw the latest edition of Fire Safety articles in the Beacon Villager, this month was a reminder of our "Voluntary Home Safety Inspection Program and was written by Sean Kiley. Anyone wishing to have firefighters inspect their home for safety hazards, please let us know!

We have continued to see a rise in simultaneous emergencies, particularly medical emergencies, as well as multiple incidents related to Carbon Monoxide.

We have continued to pursue grant funding from multiple sources and in the process of submitting another. We are still 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.

We are working toward putting our new I-pad tablets into service! They should be functional within the month and our firefighters will be using them in our pre-fire planning program and many other applications.

Chief Stowers was presented a certificate as a Credentialed Fire Chief in the State of Massachusetts.

Captain Landry completed 80 hours of Executive Development training at the National Fire Academy as part of the Executive Fire Officer Program. Now he needs to write a comprehensive research project so if you see him in the next few months, ask him how his paper is coming!

Respectfully Submitted,  
Anthony Stowers



**TOWN OF MAYNARD**  
**Department of Public Works**

MUNICIPAL BUILDING

195 Main Street

Maynard, MA 01754

Tel: 978-897-1317 Fax: 978-897-7290

www.townofmaynard-ma.gov

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*Administration*

*Highway Department*  
*WWTP*

*Water Department*

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To: Board of Selectmen

From: Marie Morando, Interim Administrative Assistant

Date: March 4, 2013

Re: Monthly Report – February 2013

**Administration:** Marie Morando, interim administrative assistant position is working with the staff to be more accessible to the public. The office continues working daily with the residents regarding trash and recycling. Trash complaints were handled daily due to the storm. E. L. Harvey reported to the town daily on streets that were not passable. The office handled many calls from residents regarding the snow plowing and removal. The highway division received many thanks from residents and businesses down town for their efforts during the storms.

**Highway /Forestry and Cemetery Submitted by Joe Foster, Foreman**

- Primary focus during February was preparing and dealing with snow events. We experienced three weather events totaling approximately 35 inches of snow, slush and ice, which required treating and plowing the roads and sidewalks. We also removed snow banks in parking lots and cul-de-sacs. The highway along with other town personnel spent approximately five days cleaning after the blizzard. After the roads were passable the highway division spent days making the town roads wider. We conducted also two snow removal nights in downtown with the help of outside contractors.
  - Spent no less than five days cold patching pot holes
  - We continued to assist other departments as needed with manpower and or equipment as requested.
  - One interment
-

**Water/Sewer Department****Submitted by Tim Mullally, Foreman**

- Assisted three residents with frozen pipes during the month of February.
- We had three sewer blocks this month.
- One main water break on Forest Street. A six inch A.C. pipe was affected and we were able to repair it with a wraparound clamp.
- All backup generators were serviced.
- A sanitary survey report was completed for DEP.
- ASR report is being worked on daily for DEP.
- We continue to test the water quality as mandated by DEP.
- Final reads and emergency mark outs performed daily.
- Daily operation and rotation of water treatment plants.
- Check all sewer pump stations daily as mandated by DEP.
- Assisted highway with snow plowing, sanding as needed.

**Wastewater Treatment Plant****Submitted by David A. Simmons, Plant Manager,  
Weston and Sampson Services**

- Started using soda ash to increase alkalinity and pH of RBC effluent which increased total phosphorous removal in the secondary clarifiers. Meeting the 1.0 mg/l total easily with the comag system shut down for the winter.
- Completed the new caustic delivery system for pH control in the tertiary system, thus reducing the amount of plant water required for carrying water during the winter months.
- Repaired the polymer pump system for comag prior to spring startup in March.
- Two backflow preventers rebuilt in the operations building.
- Received notification from Amwell that the delivery of the second secondary clarifier that was originally scheduled for delivery last month has been rescheduled until April 5 2013 DEP has been notified of the delay.



Dear Maynard Officials~

With tremendous gratitude we write the Town of Maynard. We had a very successful shelter operations deployment responding to the February 2013 Blizzard. It is with tremendous gratitude that I write to you regarding the enormous shelter operations efforts that the Maynard MRC supported during this disaster.

Claudia Stewart dedicated many, many hours and energy beyond the call of duty of a MRC volunteer, we am so grateful for all of the time that was given selflessly to the help the people that had to leave their homes due to the loss of power, the compassion and caring the MRC volunteers showed to the people affected will never be forgotten.

This deployment has been another wonderful opportunity to expand our ability to respond to a disaster, a deployment like this strengthens and builds our units capacity. Our volunteers who served in the shelters as managers and staff have gained valuable experience that could never be replicated in a class or an exercise.

The work that was done to care for the people from the South Shore and Cape Cod during this difficult time will set a great example for other communities that may have to deal with a shelter operation in the future.

It has been such a pleasure working with Maynard MRC and the professionalism and patience of the MRC volunteers have made this operation run so smoothly given the situation.

Thank you so much!

Massachusetts Region 4A Medical Reserve Corps Advisory Board~

Kitty Mahoney, MRC Executive Director - [kcm@framinghamma.gov](mailto:kcm@framinghamma.gov)

Bob Landry, MRC Executive Assistant Director - [blandry@ci.marlborough.ma.us](mailto:blandry@ci.marlborough.ma.us)

Ruth Mori, MRC AB Chair - [rmori@wayland.ma.us](mailto:rmori@wayland.ma.us)

Susan Rask, MRC AB Vice-Chair - [srask@concordma.gov](mailto:srask@concordma.gov)

Heidi Porter, MRC AB Treasurer - [hporter@bedfordma.gov](mailto:hporter@bedfordma.gov)

Add to BOS 3/12/13

# WAVM



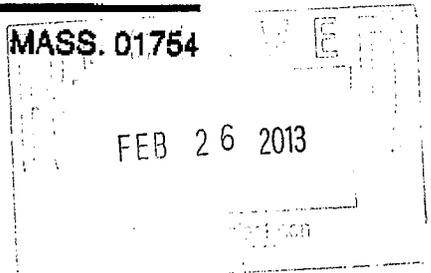
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897-5213

MAYNARD HIGH SCHOOL MAYNARD, MASS. 01754

897-5179

*"The Voice of Tigertown"*



February 25, 2013

Dear Friend,

I am pleased to announce that WAVM, our student run radio and television station at Maynard High School, is planning to hold their eleventh annual Community Radio Broadcast the week of March 18 – 21. We are inviting you to participate in this fun event.

Adults will take over the WAVM airwaves and DJ one-hour radio shows featuring their favorite music. A student from WAVM will be assigned to help with the technical aspects of the production. Participants are welcome to do solo shows or shows with one or two co-hosts. WAVM has a large vinyl collection as well as CD's, and music on our iPods.

We hope you or someone from your organization will choose to join us for what is sure to be a great time. Please contact Mark Minasian at (978) 897-5179 or by email [mminasian@maynard.k12.ma.us](mailto:mminasian@maynard.k12.ma.us) by Friday, March 8 if you wish to participate.

The student staff of WAVM is excited about this event and I view it as a great opportunity to give them support and to bring our entire community together.

Sincerely,

Mark P. Minasian  
WAVM Student Advisor

Date Posted: \_\_\_\_\_

## TOWN OF MAYNARD

### MEETING NOTICE

## Maynard Historical Commission

*Note New Location*

Office of Municipal Services Conference Room  
Lower Level, Town Hall, 195 Main Street

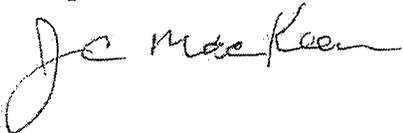
Tuesday, March 12, 2013 at 7:00 PM

#### Agenda or Topics to be discussed:

1. **Approve Minutes of previous meeting(s):** February 19, 2013
2. **Discussion with Town Administrator**
  - Discuss list of projects for CPC historical preservation funding application: Ellen
  - MHC file drawer at Town hall
  - Other topics to be provided
3. **Old Business Topics:**
  - Historic Marker candidates
  - Glenwood Cemetery Fence – progress report: Jack
  - Walk Maynard brochure vendor decision
4. **New Business Topics:**
  - National Register sign specifications
5. **Other:**
  - Member concerns

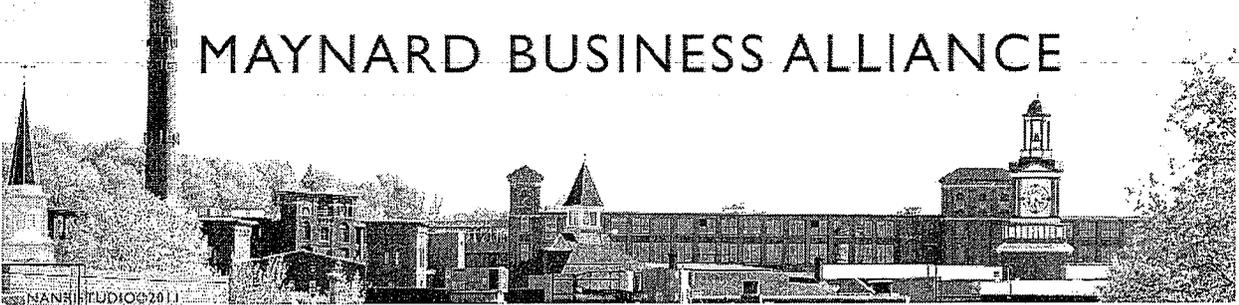
**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Jack MacKeen



Posted by: \_\_\_\_\_

Date: \_\_\_\_\_



# MAYNARD BUSINESS ALLIANCE

## MEETING MINUTES February 26, 2013

A meeting of the Maynard Business Alliance was held on February 26 with the following in attendance: Kelli Costa, Deb Hledik, Nancy Quinn, Laura Weinstein, Nick Johnson, Steve Wood, Bruce Lucier, Karen Ano, Mary Brannelly, and Suzanne Henderson.

The meeting was called to order at 5:30 p.m.

- I. Approve last meeting's minutes
  - A. The art walk was voted for 5:00-7:00, not 6:00-8:00.
  - B. \$200 to the Concord Orchestra ammended to \$250.
  - C. Motion by Steve, seconded by Nancy to approve the minutes with the above ammendments. Approved by the group.
  
- II. Artwalk planning
  - A. The Egg Rock Quartet which is associated with the Concord Symphony Orchestra will perform for \$250.
  - B. Indian Hill will provide music by kids (drawing parents). May have an ensemble from Fowler Middle School as well.
  - C. Acton Art will provide kids artwork.
  - D. A strong list of participating restaurants has been established.
  - E. Musician sites
    1. LOOK Optical, Kaplansky Insurance (possibly), Bank of America, Gallery Seven, Ochre Blue (possibly). Bruce may be able to host the High school jazz group as well.
  - F. Deb is working on the passport
  - G. After party
    1. Possible wine tasting/after party at Peyton's Rivers Edge. Nancy will talk with Jason.
  
- III. High School Scholarship
  - A. Mary requested MBA funds for high school scholarship(s).
    1. Motion made by Nancy, seconded by Steve to provide one \$200 scholarship. Approved by the group.

The MBA will hear from a 129 Parker Street developer on a Monday in March at Peyton's (date TBD).

It was agreed that the next meeting will be TBD

There being no further business, the meeting was adjourned.

Laura Weinstein

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Date Posted: \_\_\_\_\_

# TOWN OF MAYNARD

## MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Finance Committee

\_\_\_\_\_  
Name of Board/Committee

Address of Meeting: \_\_\_\_\_ Town Hall Rm 201 \_\_\_\_\_ Room: \_\_\_\_\_

Monday \_\_\_\_\_ Mar \_\_\_\_\_ 11 \_\_\_\_\_ 2013 \_\_\_\_\_ 7:00 \_\_\_\_\_ PM  
Day of week                      Month                      Date                      Year                      Time                      Circle One  
(Circle One)

**Agenda or Topics to be discussed listed below** (That the chair reasonably anticipates will be discussed)

1. Approve Minutes of previous Meeting(s): \_\_\_\_\_  
(Meeting Dates)

2. Old Business Topics: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. New Business Topics: \_\_\_\_\_

- Budget transfer for Unemployment
- Discussion of FY14 Budget
- Discussion of FY12 Free Cash
- Discussion of 129 Parker St development
- Discussion of potential ATM articles

4. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson \_\_\_\_\_ Peter Campbell \_\_\_\_\_

Posted by: \_\_\_\_\_

Date: \_\_\_\_\_

## Annual Town Meeting Articles

<u>Control</u>	<u>Article</u>	<u>Title</u>	<u>Department</u>	<u>Page #</u>
A		Town Report Acceptance	Board of Selectmen	
B		Fiscal Year 2014 Salary Administration Plan	Board of Selectmen	
C		Authorize Revolving Funds	Board of Selectmen	
D		Authorize Treasurer To Borrow	Board of Selectmen	
E		Fiscal Year 2014 Operating Budget	Board of Selectmen	
F		AVRS Reserve Fund	Board of Selectmen	
G		Reuse of Fire Capital Outlay		
H		Community Preservation Fun Reserve	CPC	
I		CPC FY 2014	CPC	
J		Finance Committee Reserve Fund	Finance Committee	
K		Large Industrial/Commercial Property Appraisal	Board of Assessors	
L		Optional Exemption	Board of Assessors	
M		Personal Property Exemption	Board of Assessors	
N		Certified Free Cash Appropriation	Board of Selectmen	
O		PH Reuse Golf Facility Technical Study	Golf Club Reuse Committee	
P		Community Preservation Fund Transfer	Board of Selectmen	
Q		Place Holder - Charter	Charter Review Committee	
R		Place Holder - Summit Street	DPW/BOS	

<del>Water Enterprise Budget Fiscal Year 2014</del>	<del>Board of Selectmen</del>
<del>Sewer Enterprise Budget Fiscal Year 2014</del>	<del>Board of Selectmen</del>
<del>Water Capital Expenditure Plan</del>	<del>Department of Public Works</del>
<del>Sewer Capital Expenditures Plan</del>	<del>Department of Public Works</del>
<del>Redevelopment Authority</del>	<del>Board of Selectmen</del>
<del>Downtown Enhancement Funds</del>	<del>Board of Selectmen</del>
<del>Retirement Minimum Monthly Allowance</del>	<del>Retirement Board</del>
<del>Fire Department Capital Equipment</del>	<del>Fire Department</del>

### Special Town Meeting Articles

<u>Article</u>	<u>Title</u>	<u>Department</u>	<u>Page #</u>
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March 7, 2013

Dawn Capello, Chair  
Maynard Board of Selectmen  
195 Main Street  
Maynard, Massachusetts  
01754

Madame Chair,

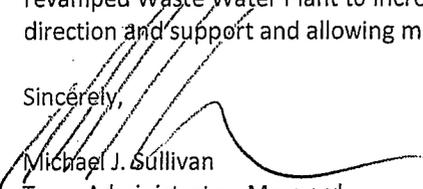
Allow me to express my profound gratitude to you in regards to my decision to explore other opportunities and your sensitivity. Your efforts to dissuade me were not only skilled, but personally moving. As the consummate community leader, you made the decision most difficult. You could have not done more to entice me to continue as the Town Administrator of Maynard. Thank you!

My three year tenure in Maynard has been rewarding, personally and professionally. I will be ever thankful to this community for giving me an opportunity to serve. I have made many friends and have been touched by the magic that is Maynard. The physical distance between my family and I could not be overcome by the "magic" I am sorry to say, as I make this heart wrenching decision. Given the fact it is impossible to reduce the geography between my home in Holyoke and this incredible town, I have accepted an offer of employment in the Town of South Hadley less than ten miles from my address. I will begin my tenure in South Hadley on April 1<sup>st</sup>, as I did here three years ago.

If after my departure you feel that I can help in any way to further the growth and success of Maynard, please do not hesitate to call or write. I will continue to visit, buy flowers, eat lunch, purchase outdoor gear and maybe even take in a movie on occasion; I may even use my Anytime Fitness membership as much in the future as I do now, although Jim and Tina have tried mightily. I will especially miss working with Representative Kate Hogan who I found to be a truly dedicated to the needs of Maynard; she is without equal under the "Golden Dome". I would also like to thank the dedicated committees, boards, department heads, staff; school personnel (including Dr. Gerardi, Pete DiCicco and Scholl Committee Chair Amy Gay), police, fire and my personal favorites the DPW for allowing me to work with them and for them, there are many dedicated public servants in this town. Furthermore it has been an honor to work with Becky Mosca, Gregg Lefter and Assistant Town Administrator Kevin Sweet, congratulations, you have assembled and all-star team. I would also like to thank my "thought adviser" Vic Tomy, I count him among the most interesting people I have ever met.

Please extend my appreciation to all your colleagues and citizens present and past who have supported projects, gotten involved and had confidence in the direction you and other leaders have guided the community. From Reo Road Park to the Solar Array to Municipal Services to a Renovated Town Hall to the new Alumni Field Track to a revamped Waste Water Plant to increased fiscal confidence to Coolidge Community Park, I thank you for giving me direction and support and allowing me to play a small part in the change that is Maynard.

Sincerely,



Michael J. Sullivan  
Town Administrator, Maynard

cc. Board of Selectmen  
Representative Kate Hogan  
Vic Tomy, Thought Adviser

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