



AGENDA
Maynard Board of Selectmen's Meeting
September 3, 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 Comment
4. Acceptance of Minutes
 - a) July 2, 2013, July 16, 2013, August 6 and August 13, 2013
5. Correspondence
 - a) Treasurer/Collector Report for June and July 2013
 - b) Municipal Services Report for July 2013
 - c) Department of Public Works Report for July 2013
 - d) Assessor Report for July 2013
 - e) Notice of meeting for Retirement Board August 29, 2013
 - f) Notice of meeting Golf Course Re-Use Committee August 12, 2013
 - g) Resignation letter from Bill Freeman from Golf Course Re-Use Committee.
 - h) Notice of meeting, MCC/MRC, August 8, 2013
 - i) Incident Report Morey's August 9, 2013
 - j) Incident Report Blue Coyote Grille August 12, 2013
 - k) Letter from the ABCC, General Counsel, Bill Kelley retirement August 15, 2013.
 - l) VHB, Wayne Amico On Call Log July 16 thru August 1, 2013

- m) Notice of nominations for MAPC, Sept. 27, 2013
 - n) Comcast, Xfinity, notice of encryption for limited basic service
 - o) ABCC notice effective July 11, 2013 of new type of pouring permit
 - p) Town School Building Committee minutes for July 10, 2013
 - q) Notice of meeting CPC, August 14, 2013
 - r) Email, Assessors looking for replacement for member on Board of Assessors.
 - s) Maynard Golf Course Report July 2013
 - t) Restaurant Electricity Scam, Thai Chilli
6. Consent Agenda
- a) Cemetery Deed, 2008, lot 194C section 18
 - b) Re-appointment for CPC member, PD, Crossing Guards and Matrons
 - c) Repeat from Last years' Pleasant Café request to expand the (Liquor License) Maynard
Fest day to out on the public Way in front of 36 Main Street.
7. **Public Hearing:** 7:15 PM Liquor License # 067600020 Transfer
8. CrossTown Connect Inter-Municipal Agreement
9. MIIA, regulatory changes in health benefits
10. Assistant Town Administrator Discussion
11. Town Administrator's Report
12. Chairman's Report
13. Old/New Business
14. Executive Session
15. Adjourn (9:30)

Respectfully submitted,

Kevin Sweet, Town Administrator

Next meeting date: September 10, 2013 in Police Station Conference Room (Special Meeting)



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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, July 2, 2013

Room 201, Town Hall

Time: 7:00 pm

Present: Selectman Brendon Chetwynd, Selectman David Gavin, Selectman James Buscemi, Selectman Dawn Capello, Selectman William Cranshaw, Acting Town Administrator, Kevin Sweet. Absent Becky Mosca.

(This BOS meeting is taped and videotaped).

Pledge of Allegiance

Public Comments: Mary Brannelly, a Vose Hill resident, had comments about 129 Parker Street; specifically asking if the selectmen have any new information. Selectmen Chetwynd commented that he attended a meeting, about 2 weeks earlier, along with Maynard citizen, Mary Brannelly. The BOS agreed to work up new time line as Draft Plan for 129 Parker Street Development. The next meeting's date will be advertised and should take place in August.

Fiscal Year 2014 Organization Discussion and Vote

First meeting of the new term at which the board needs to pick a new chair and clerk to run the board meetings.

Motion made by Selectman Cranshaw to nominate Brendon Chetwynd as the Chairman for the Board of Selectmen. Second by Selectman Capello. Vote 5-0. **Motion approved.**

Motion made by Selectman Cranshaw to nominate David Gavin as the Clerk for the Board of Selectmen. Second by Selectman Capello. Vote 5-0. **Motion approved.**

Award, Volunteer, 2013 Presented by Selectman Capello to Jerry Culbert.

Selectmen Capello sincerely thanked Jerry Culbert, who has served on the School Building Committee and Community Life Center Committee, for his amazing dedication and the many hours of hard work he has contributed to the Town of Maynard. She presented him with Maynard's 2013 Volunteer Award.

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Acceptance of Minutes

Motion made by Selectman Capello to approve the minute for the June 18, 2013 meeting. Second by Selectman Gavin. Vote 4 - 0. William Cranshaw abstained. **Motion approved.**

List of Correspondences:

- a) Maynard Recreation meeting minutes, May 15, 2013
- b) Fire Department Monthly report for June 2013
- c) Town Hall Hours for 6/24 – 6/28 and 7/1 – 7/5
- d) Maynard Golf Course report for June 2013
- e) Monthly report for DPW, Engineer, Wayne Amico
- f) Resignation letter, ADA, Paul Giunta
- g) Group response letter regarding, Building Commissioner, 129 Parker Street
- h) Group letter to Attorney General's Office RE: STM Oct. 26, 2011
- i) Letter, D L P N , REQUEST for hearing, 129 Parker Street
- j) Letter from resident regarding location on Waltham Street
- k) MAGIC update 2
- l) Letter from Maynard Elks, manager resignation
- m) MPO, public notice
- n) OARS, Water Wise Workshops and Innovation Workshops

Motion made by Selectman Gavin to approve the list of correspondences as shown. Second by Selectman Capello. Vote 5 - 0. **Motion approved.**

Consent Agenda

- a) Re-appointment: Ron Cassidy to Board of Health,
- b) 16th Annual Road Race, Boys & Girls Club, date, Saturday, September 21, 2013

Motion made by Selectman Gavin to approve the consent agenda as shown. Second by Selectman Capello. Vote 5 - 0. **Motion approved.**

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Appointments to Board and Committees

- Gregory Tuzzolo, Jason Kreil, Charles Shea, Stephen Jones.

Motion made by Selectman Gavin to approve the following appointments:

- Gregory Tuzzolo new appointment to the Planning Board, term to expire June 30, 2016.
- Jason Kreil new appointment as the Alternate Member of Planning Board, term to expire June 30 2016.
- Charles Shea new appointment to the Planning Board, term to expire June. 30, 2016.
- Stephen Jones new appointment to the Recreation Board, term to expire June 30, 2016.

Second by Selectman Capello. Vote 5 - 0. **Motion approved.**

7:15 pm Manager Change at Maynard Elks
Request from the Maynard Lodge of Elks to change the Manager from Doug MacGlashing to Florine Huminik.

Motion made by Selectman Chetwynd to approve the manager change to Florine Humink at the Maynard Lodge # 1568 Lodge of Elks. Second by Selectman Gavin. Vote 5 - 0.
Motion approved. Application received on June 17, 2013.

7:25 pm Manager Change at Thai Chilli
Request from Thai Chilli House to change the manager from Apinya Pathumwan to Tanakon Mongkontavy. Application received on June 17, 2013.

Motion made by Selectman Chetwynd to approve the manager change to Tanakon Mongkontavy at Thai Chilli House, LLC d/b/a Thai Chilli located at 43 Main Street. Second by Selectman Buscemi. Vote 5 - 0. **Motion approved.**

Maynard Golf Re-Use Committee Report.
Selectman Capello Board liaison to this committee
Chair, Bill Freeman gave the Board a presentation of the review and reports.
Note: Report on the Town Web site for your reviewing.

Maynard Community Life Center Report.
Selectman Capello Board liaison to this committee
Chair, Jerry Culbert gave Board a presentation of the final report for the Community Life Center.
Note; Report on the Town Web site

Special Request for Water Ban Waiver, Alumni Field.

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Request: Dated June 26, 2013 from Kevin Caruso, C.A.G.S. In short, we kindly ask that the school department receive a water ban waiver for the purpose of watering alumni to protect the investment already made by the school and town youth groups.

Motion made by selectman David Gavin to suspend present water restrictions and reinstate prior restrictions. Second by selectman Bill Cranshaw. Vote 5 – 0.

Motion approved.

Town Hall, Summer Hours request Note; received BOS 6/18/13 agenda Notice received from Nancy Brooks, Union Steward A.F.S.C.M.E. Local 1703 dated June 26, 2013. Request: If employees could re-visit a summer hours schedule on a trial basis with the potential of making it permanent, should this be found to be beneficial.

Motion made by selectmen David Gavin to approve the request for summers hours and then return to regular working hours on Tuesday after Labor Day, September 3, 2013. Second by selectman Bill Cranshaw. Vote 4 – 0. **Motion approved.**

HOURS for SUMMER 2013

Mondays 8:00 am to 4:00 pm
Tuesdays 8:00 am to 7:00 pm
Wednesdays 8:00 am to 4:00 pm
Thursdays 8:00 am to 4:00 pm
Fridays 8:00 am to 12:00 noon

2013 – 2014 Maynard Board of Selectmen Goals & Initiatives update
Tabled to another meeting.

Audit Report Result

Audit received from Melanson Heath & Company, PC Certified Public Accountants Management Advisors: Town of Maynard received Audit result on May 3, 2013

- 1) Annual Financial Statements for the Year ended June 30, 2012**
- 2) Independent Auditors' Reports Pursuant to Governmental Auditing Standards and The Single Audit Act Amendments of 1996 for the Year Ended June 30, 2012**
- 3) Management Letter for the Year Ended June 30, 2012**

Motion made by selectman David Gavin to instruct the acting Town Administrator to seek out/acquire a new auditor for the 2013 audit. Second by selectmen Bill Cranshaw. Vote 4 – 0. **Motion approved.**

Request: Union, Local 1156 to Amend Contract.

Request from Joe Foster Union Stewart, Local 1156 DPW, received June 18, 2013 Contract expires on June 30, 2013, with all the unforeseen personnel changes, the contract negotiations were put on hold until further notice. Request to extend the contract by one year with 1.5% increase. The Town would not have to incur any

DRAFT MINUTES

retroactive salaries in the future and the union members would not have any difficulties compensating for any cost of living increases that may occur.

Motion made by David Gavin to extend the current contract of the Town of Maynard's MA Local 1156 for 1 year with a 1.5 percent salary increase. Second by selectman Bill Cranshaw. Vote 4 – 0. **Motion approved.**

**Note: Selectman Capello left meeting around 8:30 pm,
Selectman Buscemi left meeting after 9:00 pm.**

Town Administrator's Report

Softright conversion, Town Accounts office to close the schedule A they are still using KVS. Training is ongoing with staff. Softright folks in the building working with us. Happy to report it is going smoothly with conversion.

Chiefs and Kevin start to put together a dispatch plan and process.

DPW, paving projects, Shore Road and Summer Hill Road prepped and getting ready, along with Euclid Ave for paving. Weekly meetings with Chris Okafor in the DPW with all needs.

Update: Reo Park, our Engineer, W. Amico checked out Reo, (boring holes) and all other issues at park, at this point with the design and plans we need to move in a different direction to complete.

Coolidge Park we have worked up punch list and that needs to be addressed.

Old/New Business

Selectman Gavin

- School Building Committee Rpt. New school is close to a "turnkey" open.
- Property on (54 Waltham Street) pictures in corr. Do we need to do something?
- Rail Trail Rpt. – no formal report.

Selectman Cranshaw

- Medical Marijuana, is this on schedule with Zoning and planning to have article ready for Fall STM?
- AG letter in BOS packet, can we ask the TA to check into this matter and see if anyone has looked into this.
- Letter in correspondence, parking lot issue on Waltham St? , TA said this property just sold should be a nonissue soon.

Selectman Chetwynd

- New Boards and Committees, we will need to work on this for another meeting.
- Acting Town Administrator needs to be reassigned for another 90 days.

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Motion made by Selectman Gavin to reappoint Kevin Sweet at the Acting Town Administrator from July 1, 2013 and not to exceed 90 days. Second Selectman Cranshaw. Vote 3-0. **Motion approved.**

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

Time: 10:30 pm

Approved: _____

Date: July 16, 2013

Selectman, David Gavin, Clerk

Initials: BJM

Victor Tomyl
68 Powdermill Road
Maynard, MA 01754

June 24, 2013

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



Honorable Board of Selectmen:

I respectfully come to this Board of Selectmen with a request for the naming of a recreational facility in memorial to my late brother Stanley Tomyl. Stanley Tomyl joined his brethren, the greatest generation, and out of high school enlisted in the United States Army to serve his country in its fight against tyranny. Stanley gave his life at a very young age on January 1, 1945 on the island of Leyte in the Philippines. Stanley Tomyl was posthumously awarded the Purple Heart and the Silver Star for gallantry in action.

Respectfully,

Handwritten signature of Victor Tomyl in cursive script.

Victor Tomyl



DRAFT MINUTES 7/16/13

OFFICE OF THE
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195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's Meeting Minutes

Tuesday, July 16, 2013

Room 201, Town Hall

Time: 7:00 pm

Present: Selectman Brendon Chetwynd, Selectman David Gavin, Selectman James Buscemi, Selectman William Cranshaw, Acting Town Administrator, Kevin Sweet. Absent Becky Mosca and Selectman Dawn Capello,

(This public meeting is recorded and videotaped).

Pledge of Allegiance

Acceptance of Minutes for July 2, 2013 – tabled.

List of Correspondences:

- a) Assessing Department May and June Monthly Report
- b) Police Department Monthly Report for June 2013
- c) Department of Public Works Monthly Report for June 2013
- d) AllOne Health Resources Information
- e) OARS Information – Invasive Water Chestnut
- f) Memo Sarah Cressy re: Gates Pond Walk
- g) Correspondence from Lynne Marie Porrazzo re: aggressive dog
- h) Correspondence from Daniel Stuart (Community Gardeners) re: Assabet RiverRail Trail
- i) Correspondence from Rebecca Chafel, DVM re: Assabet River Rail Trail
- j) Correspondence from Jim Fulton re: Maynard 5k Road Race
- k) Meeting Notice – Maynard Citizens MCC/MRC
- l) Meeting Notice - Maynard Golf Course Re-Use Committee

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- m) MAGIC Fiscal Year 2014 Work Plan
- n) Licensing Fee Schedule
- o) Plumbing/Gas Permit Schedules

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

Consent Agenda

- a) Maynard Rotary Club – Oktoberfest One-Day Wine and Beer Permit Date Oct 12, 2013.
- b) Maynard Rotary Club Christmas Parade One Day Permit Date Dec 2, 2013.
- c) Block Party Permit – Ricky Drive Date August 16, 2013, (mail permit resident).
- d) Assabet Valley Chamber of Commerce – Maynard Fest One Day Special Permit. Oct 5, 2013.

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

Police Interview:

Chief Dubois, Anticipated vacancies:

- 1) Inspector Phil Craven worked his last shift on July 2, 2013. He is using his allotted leave time until his official retirement date on August 27, 2013.
- 2) Sgt. Brian Quinlan had a duty injury and now is waiting for the PERAC decision to receive retirement.
- 3) We have another Officer (AR) with a pending matter with anticipated date of resolution.

At this time the Police Department is requesting the Town of Maynard to hire (2) officers. Nicholas Latino and Andrew Patterson to be interviewed tonight. Both are recommended by Chief Dubois. Both will be ask to attend the Police Academy for an August 19th start date, graduation in January 2014.

Motion made by Selectman Gavin to approve the appointment of Nicholas Latino to a position in the Maynard Police Department upon graduation from the Police Academy. Second by Selectman Buscemi. Vote 4 - 0. **Motion approved.**

Motion made by Selectman Gavin to approve the appointment of Andrew Patterson to a position in the Maynard Police Department upon graduation from the Police Academy. Second by Selectman Buscemi. Vote 4 - 0. **Motion approved.**

129 Parker Street

a) Timeline.

Extensive discussion on expectations and goals, project timeline. New Planner, Eric Smith -- have him work with developer and come back with something to seriously

consider and then move to the next stage. Also, have Eric come back with his thoughts to the Town Administrator to get us moving “off the ground.” Developer agrees with the Timeline.

b) A. G. Jennings, LLC Proposal for Process Facilitation Services

Motion made by Selectman Chetwynd to authorize the Acting Town Administrator to execute a contract with Angus Jennings, AICP for their services, upon receipt of payment from the developer to fund said services, in reference to 129 Parker Street Project. Second by Selectman Cranshaw. Vote 4 – 0. **Motion approved.**

c) ZBA Hearing Discussion

In the future, we will have Eric Smith manage the ZBA hearings.

Acting Town Administrator’s Report

- FY14 Budget: The Governor’s veto represents a 19% cut to Maynard, about \$250,000.00 local aid reduction.
- Financial Software Conversion: New system in place, staff is in training classes. Interim Town Accountant is working to close out FY13 Free Cash and Schedule A within the KVS system.
- Solar Array Update: Washington Gas in final stages of construction onsite. Needs final inspections. Then Nstar to schedule their electrical interconnection work. Town Counsel is currently drafting Town and May Dog contract with expectations. BOS to review and approve contract in August.
- Crosstown Connect (Regional Transportation) Actual service of dispatch and function to provide Transportation services to employees of the Town and Business of the Town.
- Reo/Coolidge: Reo alternative design for mound. PIP surfacing and completion of the fence has been rescheduled for July 17, 2013. Walkthrough of both parks for July 23, 2013. Walkthrough people from the Town will include Chris Okafor, Wayne Amico, Gregg Lefter and Kevin Sweet.
- Town Planner: Eric Smith started July 15, 2013 and is addressing existing issues to the Planning Board and Zoning Board of Appeals.

Chairman’s Report:

- TA, Interviews start on July 22, 2013. The schedule is on the Town Web.
- Candidate, Peter Grazykowski withdrew. Town Administrator Search Committee screened the candidates and worked diligently over a 90-day period. BOS, do we want feedback from the Department Heads? BOS yes and from anyone else that would like to comment, open discussion.
- Indicated support for letter to MassDOT by Community Gardeners regarding narrowing ARRT trail to minimize impact on pack. Noted that narrowing trail at garden may enhance safety of approach to busy, complex intersection. After further discussion of some issues regarding rail trail design, the Board designated Sel. Gavin to work with ITA Sweet to prepare formal response letter to MassDOT.

Old/New Business

DRAFT MINUTES 7/16/13

- ATA, Kevin Sweet presented permit request from Sharon Wilson for a private party at her home on Howard Road. Board felt they did not need to grant a permit for a private party at a resident's home, however, it was suggested that she notify the Police only.

Selectman Cranshaw:

- Correspondences from Rebecca Chafel DVM Assabet River; request to add as attachment to the minutes of July 16th.
- Lawn signs at the Maynard Golf course, short-term advertising. Note, we would not let other businesses display advertising signs. ATA, have Eric Smith work this issue.
- Do we have cooling centers available? Kevin Sweet and Bob Larkin confirmed that cooling centers are in place, Notice on the Town Web, Cooling Centers are located at the following:
 1. Powder Mill Circle, 15 Powder Mill Circle Cooling Center
 2. Town Hall, 195 Main Street Cooling Center
 3. Library, 77 Nason Street Cooling Center
- COA currently has information to pass out to all seniors.
- Letter from resident, Vic Tomyl handed out at last meeting, with request to name a recreational facility after this Veteran, his brother Stanley Tomyl. Note: Will ask Wayne Stanley our Veteran Agent to help work this idea.
- Watering Ban, The Assabet River is low and what is Maynard now doing to cover Maynard? Authorize the Acting Town Administrator and Operation Manager to set Watering Ban for a Level 1.

Motion made by Selectman Chetwynd to authorize the Acting Town Administrator to implement a watering ban with DEP compliance if necessary. Second Selectman Gavin. Vote 4-0. **Motion approved.**

- Request to have Chris Okafor at next BOS meeting to explain:
 - 1) Water Ban
 - 2) Other issues from the DPW.

Selectman Gavin:

- School Building Update: Good news temporary worker OC permit due for Aug. 2 2013 -- finish work in process.
- Tour -- BOS would like a Tour of the New MHS. Request for Kevin Sweet to line this up with Gregg Lefter. **Note:** School will not be 100% complete even when school opens. Auditorium panels and seats are not in yet. Unclear about the gym -- seats and floor if/when they will be finished. There is a phone line issue; however, the school will open on time for students. The School Building Committee will finish by Dec. 2013.
- Request for Kevin Sweet to get in touch with Kevin Caruso regarding the MHS field issue.

Selectman Buscemi:

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- Golf course, do they know we have By-Law for signage? Alternatively, home businesses that have signs on their lawns? Kevin Sweet will address this issue with Eric Smith and have him notify offenders.

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

Time: 11:00 pm

Approved: _____

Date: July 16, 2013

Selectman, David Gavin, Clerk

Initials: BJM

Attachments:

Letter from Vic Tomyl and Rebecca Chafel



DRAFT MINUTES 8/6/13

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Tel: 978-897-1301 Fax: 978-897-8457

Selectmen's Meeting Minutes
Tuesday, August 6, 2013
Room 201, Town Hall
Time: 7:00 pm

Present: Selectman Brendon Chetwynd, Selectman David Gavin, Selectman James Buscemi, Selectman William Cranshaw, Selectman Dawn Capello, Town Administrator, Kevin Sweet and Becky Mosca

(This public meeting is ~~is~~ was recorded and videotaped).

Pledge of Allegiance

Public Comments: Judy Stokey resident at 231 Main Street. Concern about the new development at 213 Main Street, thinking project is too large for space. (4 condominium's with 8 parking spots). Also, concerned about the way committees approve projects for new developments. TA, Sweet will ask new Planner, Eric Smith to review process.

Acceptance of Minutes for July 2, 2013 , July 16, 2013, July 22, July 24, 2013 and July 25, 2013.

BOS, Tabled minutes for July 2, 2013

BOS, Tabled minutes for July 16, 2013

BOS, Chairman Chetwynd requests that we have council come up with a policy and set of guidelines for minutes. After much discussion over the minutes the Board then asked to have the AG checklist sent out to all board chair/clerks (Public Body Checklist for Creating and Approving Meeting Minutes) Issued by the Attorney General's Division of Open Government – March 12, 2013. www.mass.gov/ago/openmeeting.

Motion made by Selectman Cranshaw to approve the minutes for July 22, 2013 meeting. Second by Selectman Gavin. Vote 5-0. **Motion** approved.

Motion made by Selectman Gavin to approve the minutes for July 24, 2013 meeting. Second by Selectman Cranshaw. Vote 5-0. **Motion** approved.

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Motion made by Selectman Gavin to approve the minutes for July 25, 2013 meeting. Second by Selectman Buscemi. Vote 5-0. **Motion** approved.

List of Correspondences:

- a) Police Department July 2013 Monthly Report
- b) Fire Department July 2013 Monthly Report
- c) Town Clerk July 2013 Monthly Report
- d) Maynard Recreation Meeting Agenda July 17, 2013 & Minutes, Jan, Mar, April, May,
June
- e) Legal Notice, Planning Board, 9/10/13, Fowler Street
- f) Maynard Golf Course July 2013 Report and Revenue Reports June 2012/2013
- g) Notice for Cultural Council Meeting, July 18, 2013
- h) Library Monthly Report July 2013
- i) Municipal Services Monthly Report June 2013
- j) Legal Notice of Planning Board Meeting July 23, 2013
- k) Legal Notice of ZBA Hearing, August 19, 2013
- l) Notice of Finance Committee Meeting, July 22, 2013
- m) Notice of Retirement Board Meeting July 25, 2013
- n) Tira Colakovic (Cultural Council) resignation letter
- o) Notice of denial from the Office of Municipal Service re: Peyton's' request
- p) On-Call Log of Activity by date for Wayne Amico, June 2013
- q) FY' 2014 Cherry Sheet
- r) China Ruby Restaurant Incident Report
- s) Town of Maynard Board/Committee/Council Openings
- t) MMA Info re: Chapter 90 Funding Release and Withholding
- u) PERAC Annual Report 2012 - Maynard

Motion made by Selectman Gavin to approve the list of correspondences as shown. Second by Selectman Cranshaw. Vote 5-0. **Motion** approved.

Consent Agenda

Received request from Kelly Nadeau on July 24, 2013 on behalf of the residents of First through Fifth Street to hold the 2nd Annual block party on 8/10/13 from 3:00 to 7:00 pm Note: DPW will drop off saw horses on Friday morning and pick up on Monday morning.

- a) 2nd Annual Block Party Permit, Kelly Nadeau

Motion made by Selectman Gavin to approve the consent agenda as shown above. Second by Selectman Buscemi. Vote 4-0. Selectman Capello recuse for this motion. **Motion approved.**

7:15 Public Hearing re: water abatement for resident from Maynard

Susan Gerroir resident requested a hearing with the BOS to appeal her denial from the Utility Billing dated July 10, 2013 for billing due on August 1, 2013. After Board heard her appeal, the Board did approve sewer abatement.

Motion made by Selectman Cranshaw to approve ~~and an~~ abatement of the amount in excess of \$458.64 on account # 5100009500, bill # 0000961 with due date of 8/1/2013. Second by Selectman Buscemi. Vote 5-0. Motion approved.

TA, Sweet gave the Board a briefing for the Mutual Aid.

Middlesex County Chiefs of Police Association Interagency Mutual AID Agreement
Chief Dubois received letter from Middlesex County, President of Middlesex Chiefs, Steve Shaw. Request would empower on duty police officers in one jurisdiction to legally enforce the laws of the Commonwealth and respond to public safety emergencies in all other participating jurisdictions under a defined set of guidelines.

Motion made by Selectman Gavin to approve the Middlesex County Chiefs of Police Association Interagency Mutual AID Agreement with the Town of Maynard. Second by Selectman Chetwynd. Vote 5-0. **Motion** approved.

Update 129 Parker Street Property, and Stakeholders.

On August 1, 2013 in room 201, 6:00 pm, Planner, Eric Smith and Angus Jennings listed concerns and planning process, for a new round of work with 129 Parker Street for end of August early September.

Special Town Meeting Discussion;

TA, Sweet, we sent out requests to all Departments, to date we have not received any articles back from departments. We might have a couple of the by-laws that need to be updated and the medical marijuana center article needs to be completed that is it for articles.

BY- Law changes, BOS is requesting we hold a public hearing on the by-Law changes.

Set Date: *No date set request TA Sweet to, check if all calendars are clear for Special Town Meeting on Monday, October 21, 28 and November 4 if available.*

~~Time: pending~~

~~Place: pending~~

**2013 – 2014 Maynard Board of Selectmen Goals & Initiatives / off site Visioning Meeting
BOS agreed to meet on September 10, 2013**

BOS Committee Liaison Assignments

Selectman Chetwynd – *Charter/Bylaw, Cons Com, ZBA*

Selectman Cranshaw – *Capital Planning, Community Preservation Committee, Golf Club Reuse, Library Board of Trustees.*

Selectman Capello – *School Committee, COA, Green Community, Recreation.*

Selectman Buscemi – *ADA, Board of Health, Cultural Council, Historical Commission, Public Safety.*

Selectman Gavin – *FinCom, LEPC, Planning Board, School Building Committee*

Motion made by Selectman Chetwynd to approve the Board liaison assignments for the 2013 – 2014 year. Second by Selectman Buscemi. Vote 5-0. Motion approved.

Board and Committees that have opening for a BOS Liaison – Board of Assessors and Historical Commission.

Local Union 1116 Department Heads request for a one-year extension on their contract TA, Sweet received letter from the Union Steward, Michelle Sokolowski with this request on July 15, 2013. Request to amend the contract between the Town of Maynard and Local 1116 Union Maynard Department Heads. One-year extension, to duplicate all benefits applied to the final year in the current contract one year with a 1.5% increase as stated in said contract.

Motion made by Selectman Gavin to approve the one year contract for the Local 1116 Union Dept. Heads extension as stated in aid contract with the 1.5 % increase. Second by Selectman Capello. Vote 5-0. Motion approved.

TA Contract Discussion

TA, K .Sweet has new contract to review plus the plus TA's contract for Board to review.

Review major points and return to Board to review, Kevin & Brendon to work this and bring back to BOS 8/13. Board to see draft before the meeting on the 13th

Note: Selectman Buscemi left the meeting before 11:00 p.m.

Town Administrator's Report

TA, K. Sweet

FY Budget

- **Final Unrestricted General Government Aid – FY2014: \$1,360,226.00**
- **Chapter 90 Program – Adjusted allotment for FY2014: \$253,553.00**

Reo /Coolidge

- **Town Officials conducted a walkthrough of both parks on 7/23/13. We have issued a punch list of deficiencies that need to be corrected prior to the Town accepting the parks. We are still awaiting a response from BSC Group. In addition, the Town has engaged a Certified Playground Safety Inspector (CPSI) to make sure all issues are addressed prior to accepting the project with completed punch list and adding it to our liability insurance.**

Wastewater Treatment Facility:

- **Recently, the WWTP was assigned a new plant Manager by our contractor Weston & Sampson. Plant Manager, Mark Voto seems to be working out great with the staff and overall operations. We have staff shortage per DEP requirement.**

Economic Development Activities:

- **Eric Smith and I had a meeting with Rosemary Scivens, Regional Director for the Massachusetts Office of Business Development, as well as Kelly Arvidson and Ken Goode of MassDevelopment. Various opportunities and on some current activities downtown vacancies and redevelopment initiatives in the community.**

109 Powder Mill Road:

- **Eric Smith and I met with a representative from the property owner Great Point Investors, LLC and representatives from Mill Creek Residential the Developer of nearby Concord Mews Development. Desire to develop 200 units of rental housing with 50 units (25%) being rented as affordable.**

Assabet River Trail Bicycle-Pedestrian Network:

- **A regional effort is in place to get some of the “low-hanging fruit” completed in Marlboro, Stow, Hudson and Maynard. Recommendations can include bicycle lanes, shared lane markings, signage, pedestrian paths, etc.**

Cross Town Connect (Regional Transportation)

- **The first news is they have reached agreement with Clock Tower Place for them to provide space for CrossTown Connect Offices to work from.**
- **Second piece of news is as of August 1st they have gone live with dispatching software provided by Mobilita. TransAction Associates finds the programming very flexible and fully capable of serving all seven communities independently. The Town of Acton will be used as the startup van to get all the kinks out of the system.**

Chairman's Report:

Charter Review Committee meeting in August.

Meeting with Fire Chief on issue and we have some miscellaneous

1st leadership meeting on Wednesday with TA. K. Sweet and School Committee member, Amy Gay and Dr. Gerardi.

Old/New Business

Selectman Chetwynd:

- Schedule meeting to complete the TA contract (8/13/13)
- Other meeting dates for BOS, Board is all set with those dates for schedule, ok to post with Town Clerk.
- Special Police Officers, we received appointment slips from Chief Dubois.

A motion was made by Selectman Chetwynd to approve the following Special Auxiliary Officers:

Alfred T. Whitney Jr., Tim O'Neil, James Loomer, John T. Connors, Bruce C. Noah, Douglas MacGlashing, Deborah Richardson, and Ralph Aulenback to the Maynard Police Department with a term ending August 1, 2015.

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

Dealer license received application on August 2, 2013 for new business downtown at 41 Main Street, owner is Annie Smith.

A motion was made by Selectman Gavin to approve Junk Dealer's License for Past & Present Design Gallery & Antiques at 41 Main Street, owner is Annie Smith.

Second by Selectman Capello. Vote 4-0. Motion approved.

Town Administrator, K. Sweet to arrange tour of new MHS, August 13, 2013 at 5:00 pm

Selectman Cranshaw:

- Maybe this is for the offsite meeting; 5 large topics: water policy, CPC, zoning, economic development, building a plan for a senior center.

Selectman Capello: none

Selectman Gavin:

- We approved (2) events Maynard Fest and Octoberfest on (2) different dates. Yes, Board did and it was pointed out at that meeting on July 16, 2013
- Letter that Lisa Mead sent to the AG, who authorized Lisa to send that letter?

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

Time 11:30 pm

Approved: _____

Date: _____

Selectman, David Gavin, Clerk

Initials: BJM



DRAFT MINUTES August 13, 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
Monday, August 13, 2013
Room 201, Town Hall
Time: 7:00 pm

Present: Selectman Brendon Chetwynd, Selectman David Gavin, Selectman James Buscemi, Selectman William Cranshaw, –and Selectman Dawn Capello, Town Administrator Kevin Sweet and Admin. Becky Mosca.

(This public meeting was recorded).

Pledge of Allegiance

Town Administrator Contract:

Comment [wc1]: Need short introduction for context

A motion by Selectman Capello to approve the contract between the Town of Maynard and Town Administrator Kevin Sweet with a term August 13, 2013 thru September 30, 2016. Second by Selectman Gavin. Vote 4-0. Motion approved.

Town Hour Operating Hours:

Town Administrator Kevin Sweet informed the Board that both Unions approved a vote to continue the summers as a regular to operate at Town Hall. They are now requesting the Board's approval.

Board wants to wait until they get some feedback from residents over the fall to make the change final.

A motion by Selectman Capello to approve the extended hours at Town Hall for the (Ascme and Department Heads Union), until December 27, 2013. Second by Selectman Cranshaw. Vote 4-0. **Motion approved.**

New/ Old Business

Board received a Cemetery Deed for approval.

August 13, 2013

Becky Mosca

DRAFT MINUTES August 13, 2013

A motion by Selectman Capello to approve Cemetery deed # 2007 for Cheryl Cramer, lot 412, section 20. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

Town Administrator Kevin Sweet

We need to put the Level 1 water ban back into place per DEP because of the Town permit with MA DEP Water Management Act Permit. Board of Selectmen gave TA, Kevin Sweet the Authority to add the water ban at any time in 2013.

Selectman Gavin

- Filled out a disclosure of appearance of conflict of interest as required by G.L. c.268 section 23 b 3, Public Employee Information form and requested TA, Kevin Sweet to turn in with the Town Clerk. This will cover me with (Appearance of Favoritism or Influence for the RE: Zoning or Development at 129 Parker Street, Maynard, MA.

Selectman Capello none

Selectman Cranshaw

- ~~Please check if any other Boards or Committees that have members need to fill out this type of paperwork that David Gavin has done.~~
- ~~Where is the drop box? Board deleted items from drop box. Kevin Sweet will restore.~~
- Is the notice for 129 Parker Street going to be in the Action Unlimited? Kevin will check with Angus Jennings.
- Gave update from Golf Course Reuse Committee meeting prior night. Bill Freeman has resigned but committee does not necessarily need new member since they are at report writing stage. Chair requests assistance from town's facility manager; will be coordinated with K. Sweet. K. Sweet confirmed that parcels in Acton are in Chapter 61 and thus at reduced tax rate. Committee asks for Town Counsel assistance with understanding options/procedures if land was sold/gifted in part or entirely; K. Sweet will coordinate with Sel. Cranshaw. will call Kevin and request time with Gregg Lefter regarding some building issues.
- ~~Parcel of land at Golf course that is in Acton can we sell? BOND, check with C.P.C.~~
- Tax in
- ~~Deadline for C.P.C. filing applications~~
- A.G. Issue who authorized that work with legal. Expressed concern about lack of BOS participation/knowledge of contacts with Attorney General that seem beyond a typical day-to-day task, and concern about unilateral actions by individual BOS members for issues that are not time-sensitive.

A motion to adjourn the meeting was made by Selectman Capello. Second by Selectman Chetwynd.
Vote 4-0. Motion approved.

DRAFT MINUTES August 13, 2013

Time: 8:30 pm

Approved: _____

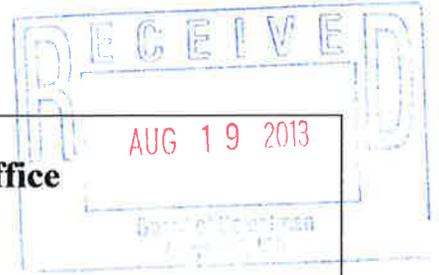
Date: August 13, 2013

Initials: BJM

Selectman, David Gavin, Clerk

August 13, 2013

Becky Mosca



**Report of Treasurer/Collector's Office
For June and July 2013
Submitted by Cheryl Kane**

Activity Report

June 2013 Collections:

Collector: Taxes and water/Sewer:	\$ 224,838
Treasurer: Dept Turn-ins and wire receipts:	\$ 1,866,418

Delinquent Real Estate Taxes 6/30/13:

Delinquent Outstanding Balance as of 6/30/13: \$1,827,306
(Subsequent Tax Titles for 2013 included)

Comments

Projects:

- Treasurer's Cash and Collector's Receivables are reconciled to the general ledger thru June 2013. Fiscal year end reporting for the DOR is underway.
- Software conversion to Softright is just about complete for the Real Estate, Excise and Personal Property. The utility is scheduled to be implemented in the next two weeks.
- First Quarter Bills created on Softright and mailed June 27th
- Preliminary Official Statement and Notice of Sale for DPW bonding has been submitted to First Southwest.
- Treasurer/Collector's annual school is being held Aug 13-16th
Both of the Assistants and I will be attending.



TOWN OF MAYNARD
Office of Municipal Services

MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1302 Fax: 978-897-8489
www.townofmaynard-ma.gov

Kevin A. Sweet
Assistant Town Administrator
Executive Director

Board of Health
Conservation Commission

Building & Inspections
Licensing

Board of Appeals
Planning Board

TO: Kevin Sweet, Town Administrator

FROM: Stephanie Duggan, Administrative Assistant
Office of Municipal Services

DATE: August 8, 2013

RE: Monthly Report to the Board of Selectmen – July 2013

ADMINISTRATION

- Congratulations to ATA, Kevin Sweet on his new position as permanent TA! ☺
- Welcome to new Town Planner, Eric Smith, who began working for the Town on July 15th.

PUBLIC HEALTH DIVISION

- The Deputy Health Director and Building Commissioner continue to monitor the 129 Parker Street project site for compliance.
- Deputy Health Director met formally with the Challenger British Soccer Camp manager on July 26th to review Recreational Camp plans for the Rockland Fields
- Landfill – Fencing installation and Dog Park planning continues
- Food Establishments
 - Oriental Delight Complaint – neighbors complaining of odorous dumpster on site. No dumpster on-site upon first inspection. Complainant mistook outside grease container as a “dumpster”. New owner contacted for cleaning and/or removal
 - Cumberland Farms Complaint – outdated frozen food reported. Food inspection found no violations.
 - Farmers’ Market – Successful season to date. Inspector continues to monitor vendors for compliance
 - New High School Cafeteria – Power unavailable upon first pre-opening inspection. A final pre-opening inspection scheduled for August 14th – food may be delivered upon successful temperature testing.
- Emergency Planning – Information gathering continues in preparation for MEMA Reimbursement Application for February storm. Next meeting September 24th.
- MCC/MRC –
 - The MRC Executive Board met on July 11th appointing Derek Michaels as the new Chairman for a term of 2 years.

- Planning Session will take place at the August meeting for the Road Race in September, Flu Clinic/EDS Drill in October, and Volunteer Connection and Dinner in November.
- Truck Day on July 17th was another successful day for the “Boo-Boo Brigade”, giving dolls and teddy bears “health checks”, and band aids, and balloons to the kids.

LICENSING DIVISION

- A Liquor License Change of Manager application for Peyton’s has been approved by the BOS and sent to the ABCC for approval.
- A Liquor License Change of Manager application for Thai Chilli House, Inc. has been approved by the BOS and sent to the ABCC for approval.
- A Liquor License Change of Manager application for the Maynard Elks has been approved by the BOS and sent to the ABCC for approval.

BUILDING AND INSPECTIONS DIVISION

- 28 Building Permits were issued throughout the month of July.
- Permits totaled \$398,107.00 in Construction Value and generated \$4,598.00 in Fees Collected.
- 58 Building Inspections were completed
- Throughout the month of July, 10 Plumbing Permits were issued (totaling \$1,180.00), 9 Gas Permits were issued (totaling \$640.00), and 11 Electrical Wiring Permits were issued (totaling \$629.00).
- Point online permitting software presentation was held on June 27th. Nothing Town-specific was presented do to extensive development of Phase I of the project. The live date is estimated at September 1st.

CONSERVATION DIVISION

The Conservation Commission held two meetings in July — July 2nd and 16th

Public Hearings:

- The Commission held no public hearings in July. The Commission decided to allow the DPW to complete the paving on Euclid Avenue prior to filing a Notice of Intent. The after-the-fact filing will address management of the stormwater runoff from the newly paved surface within 200 feet of the riverfront.

Wetland Issues:

- Notice of Violation was issued to the wetland scientist representing 129 Parker Street. The stormwater monitoring reports from May 19th, June 8th, and July 2nd all documented incidences of erosion of material off site. The agent inspected the site on July 8th and noted the catch basin located adjacent to the rock pile was not protected and showed evidence of erosion and, in addition, pollution prevention measures proposed in the SWPPP were not constructed. A Notice of Violation was issued. Their wetland scientist, Scott Goddard, attended the July 16th meeting and informed the Commission that the catch basin had since been protected and a field decision had been made months earlier to change the pollution prevention measures from sediment basins and wood chip berms to a perimeter trench around the former foundation. This field change was not communicated to the Commission. The subsequent monitoring report from July 26th provided information on the field changes implemented.
- A Violation Notice was issued to Russian Orthodox Greek Church. The agent was contacted twice by neighbors reporting tree work done by the church in the wetlands on Conservation property. The Violation Notice addressed these infractions and documented the unauthorized tree work. The pastor was provided a site plan for the conservation property which clearly shows the property boundaries and the permanent bounds.

- An Enforcement Order was issued to Apple Ridge Condominium management company. During the re-construction of the decks, workers dumped excess soil into the adjacent wetlands. The enforcement order requires the construction company to remove the dirt by hand under the direction of the conservation agent.
- Subdivision plan for Fowler Street extension was submitted to the Conservation Commission for their review. Wetlands are located within 100 feet of this project and will require a Notice of Intent application and compliance with the Stormwater Management bylaw.

Administrative Business:

- The agent was on vacation from July 22 – July 30.

Land Management:

- The agent hired Amanda Weise from New England Wildflower Society to conduct an invasive survey of Walcott Woods. The survey was completed on July 15th and will be paid for from a grant from CISMA. The survey will include an inventory of invasive plants located on the parcel as well as a long-term restoration plan.
- Thomas Recane planted four American (hybrid) Chestnut trees at the Rockland Avenue soccer fields near the entrance in the location of the former horse shoe pits. These trees have been fenced for protection.
- The 90-day appeal process for updated FEMA flood maps began on June 13, 2013. A legal notice was posted in the Beacon Villager.
- Turf improvements proposed for the Rockland Avenue soccer fields may be postponed until the fall. The Maynard Youth Soccer Association needs to secure irrigation equipment before starting the turf project (funded by CPC).
- The ground survey for 2-acre Rockland Ave. parcel was completed on July 10th. After submittal of a surveyed plan, the agent will go before the planning board to have the 2-acre parcel separated from the larger 14-acre parcel.

PLANNING & ZONING DIVISION

- July 9th Planning Board meeting on Intro to Medical Marijuana Topic as part of discussion for development of Zoning Bylaw for Medical Marijuana Dispensaries. Bernie Cahill voted in as Chairman of the Planning Board. Max Lamson voted in as Vice-Chairman of the Planning Board.
- July 15th Town Planner, Eric R. Smith, 1st day.
- July 15th: ZBA Hearing:
 - Petition of Michelle M. Booth, ET. AL, for an Appeal from the Decision of the Building Commissioner as it relates to a Zoning Opinion concerning the Definition of “Supermarket” in Section 11.0 of the Maynard Zoning By-Laws. Rescheduled to August 19 due to abutter notification issue. Town Planner works with OMS Staff to correct notification issue by sending Legal Notice for rescheduled hearing date to identified parties not previously notified.
 - Petition of Tracie and David Brown, 16 Boeske Avenue for a Special Permit pursuant to Maynard Zoning By-Laws, Section 8.1, for an Accessory Family Dwelling Unit and for a Variance from the Dimensional Schedule, Sec. 4.1.1, to allow for greater than 15% Lot Coverage. ZBA approved subject to Conditions. Decision filed on August 1st.
- Other Zoning-related: A Public Hearing was scheduled for August 19, 2013 by Petition of Stephen Trouskie, 39 Great Road, for a Special Permit pursuant to Maynard Zoning Bylaw, Section 3.0, for a Private Kennel.
- July 30th Planning Board meeting (Rescheduled from July 23rd due to Agenda posting matter. Town Planner works with Town Administrator for new policy that all meetings to be posted at Town Clerk Office and Police Station, besides Town Website):

- Public Hearing for Zoning Bylaw Amendment to Section 11.0 by replacing the existing definition of Supermarket and to amend the Table of Uses in Section 3.1.2 Table A, Use Regulations, Principal Uses 4. Business Uses, by changing Supermarket under the Industrial district from “Y” to “Special Permit” with approval by the Planning Board. Board continued hearing to August 6, 2013. Besides looking into amending Supermarket definition and use change amendment, the Board is now considering amendment to Section 4, Dimensional Regulations, to shape thresholds for building size that would have Planning Board Special Permit review and/or a maximum building size.
- The Planning Board also continued discussion for development of Zoning Bylaw for Medical Marijuana Dispensaries. Board consensus developed on Draft Zoning Bylaw language for such Medical Marijuana Dispensaries. The Board also directed Town Planner to prepare a back-up Town Meeting Warrant Article to allow extension of the Temporary Moratorium of Medical Marijuana Treatment Centers until June 30, 2014, in case the Medical Marijuana Dispensaries Zoning Bylaw did not pass Town Meeting 2/3 vote.
- Other Planning-related:
 - Fine Arts Theatre Sign Special Permit application filed, July 19, 2013. Public Hearing will be August 27, 2013, 7:05p.m.
 - Public Hearing for Zoning Bylaw Amendments related to Dimensional Changes to Section along with Medical Marijuana Dispensaries To amend Section 4.0, Dimensional Regulations, by adding further requirements related to Building Coverage on a lot has been scheduled for August 27, 2013, 7:30 p.m.
 - Fowler Street Extension Definitive Plan application filed, June 19. Public Hearing will be September 10, 2013.
- Town Planner facilitate scheduling of a stakeholder meeting related to the 129 Parker Street Project, scheduled for August 1, 2013. This meeting was the first meeting in a series of 3 facilitated planning meetings with hiring of facilitator/planner consultant Angus Jennings. The first of two Visioning Workshops will be scheduled for the last week of August.



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

Administration

Highway Department
WWTP

Water Department

To: Board of Selectmen

From: Christopher Okafor, Operations Manager

Date: August 22, 2013

Re: Monthly Report – July 2013

Administration Submitted by Christopher Okafor, Operations Manager

- Analysis of DPW – ongoing
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- Reviewing Cemetery duties - ongoing
- Accepting bids – Mockingbird Lane Sewer Pump Station Replacement Project
- Working with the on call Engineer (VHB) in evaluating various projects (Reo & Coolidge Parks, accepted and unaccepted streets, WWTP, etc.)
- Evaluating various street sidewalks for repairs
- Training Programs
- Monitoring Trash/Recycling programs Contract – monthly meeting with contractor
- Continue inspections of various road reconstructions – ongoing
- Analysis of DEP staffing requirement at WWTP – ongoing
- Reo and Coolidge Parks
- Water Abatement
- Discussions with DEP - Level 1 Water Restrictions
- WWTP – Sludge handling/hauling
- Prepared and advertised RFP for Pavement Management Systems

Highway /Forestry and Cemetery Submitted by Joe Foster, Foreman

- Our primary focus this month was maintaining Cemetery – mowing, weed whack, trimming bushes and working with MASSCOR install the new fence
- Five days screening the compost pile and sweepings
- Repaired three structures – basins, Main & Assabet and manhole on Crane Street
- Seven days cutting back roadside brush
- Participated with Annual Truck Day

- Three days repairing street lights town wide
- Three days loaming seeding and spreading gravel Shore, Summer Hill and Euclid
- We had five internments at Glenwood Cemetery

Water/Sewer Department Submitted by Tim Mullally, Foreman

- Repaired water service leak at 140 Great Road
- Repaired water service leak at 106 Parker Street
- Sewer block at 40 Old Marlboro Road
- Summer help – mowing grass and painting hydrants
- Daily operation and rotation of the water treatment plants
- Daily sewer lift station checks and repairs as needed
- Daily final reads
- Daily dig safe mark outs
- Weekly testing of water quality throughout the Town as mandated by DEP

**Assessing Department
July 2013
Submitted by Angela Marrama**

Activity Report

- **Out in the field with inspections for June through August. I hope to complete 350 to 400 more inspection this year which will bring me a little closer to the requirement from the DOR for the cyclical inspection program. Since I began here in 2009 I have had to play catch up on the cyclical inspections. My plan to be caught up by 2015 is on schedule.**
- **The July billing was completed with our new software without much to do. Softright is clearly a much more effective software and for our first pass at creating a file for billing it was great. The true test will come when we create the January bill file for actual bills.**
- **Will be working with staff from Patriot Properties to coordinate the inspections they will be doing and also with the updating of the data base. Patriot staff will assist me in preparing all the paper work required by the DOR for certification of valuation as well.**
- **Completed the inspection of Clock Tower with the appraiser we hired, Mr. Leon Boudreau. He is preparing the report now and I will be meeting with my board to review. Once completed I will update our data base and Clock Tower will no longer be on a TIF.**

Comments

June through August involves lots of field work for me. The Assessing Department creates the file for the July billing and then I hit the field. For several weeks in July the humidity was so severe that I could not stay out long, maybe an hour or two. This has set me back a bit but I will make up time now that the weather has changed. I will be attending school at UMass Amherst August 6th and 7th and will be ready to finish up with the inspections for the end of August. Being in the field is where I gather most of the data that gives us our new growth which is very important in the calculation of the tax rate. The more new development, growth, we have the more we add to the tax base which spreads out the amount of taxes to be paid by all taxpayers.

July was a very stressful and exciting time for town hall employees. We now have a new Town Administrator, Kevin Sweet. I feel quite confident that Kevin will do great things for the town. He is very bright and committed to the town giving him and us the qualities that we need and were looking for. I look forward to working with Kevin with much enthusiasm.

Date Posted: _____

MAYNARD RETIREMENT BOARD

MEETING NOTICE

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

Address of Meeting: __Maynard Town Building 195 Main Street, Maynard, MA_ Room: __201__

THURSDAY _____ **August** _____ **29** _____ **2013** _____ **12:15** _____ **PM**
Day of week Month Date Year Time

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

1. Approve Minutes of previous Meetings: Regular Meeting, July 25, 2013
Executive Session, July 25, 2013

Old Business Topics:

2. New Business Topics:

Approve Transfer of Accumulated Total Deductions for Gail Neuman to Middlesex County Ret System.
 Approve Withdrawal Rollover of Accumulated Total Deductions for Ellen Doucette.
 Approve Withdrawal Rollover of Accumulated Total Deductions Ruth Kay.
 Approve Withdrawal Rollover of Accumulated Total Deductions Juli-Lyn Colpoys.
 Approve retiree payroll.
 Approve regular vendor warrant.
 Cash requirements forecast.
 Bank Reconciliations
 Accept new members: Nicholas Latino, Police Officer, Andrew Patterson, Police Officer.
 September Board Meeting

3. Other:

PERAC Memo #22/2013 MacAloney v. Worcester Regional Ret. System & PERAC, CR-11-19(CRAB 2013)

THIS AGENDA IS SUBJECT TO CHANGE

Executive Director _____

Posted by: _____ Date: _____



MAYNARD RETIREMENT BOARD

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

August 20, 2013

Michelle Sokolowski
Town Clerk
Town of Maynard
195 Main Street
Maynard, MA 01754

The Maynard Retirement Board will meet on Thursday, August 29, 2013 at 12:15pm in Room 201 of the Maynard Town Building to discuss items included on the attached agenda and any other business that may duly come before the Board.

All are welcome to attend.

Kenneth R. DeMars
Executive Director



MAYNARD GOLF COURSE RE-USE COMMITTEE

Monday, August 12th, 2013 @ 7:00 PM

**Town Hall
Lower Level
Mtg. # 16-2**

- **Committee:**
 - Open meeting, verify quorum
 - Approve minutes from July 15, 2013 meeting

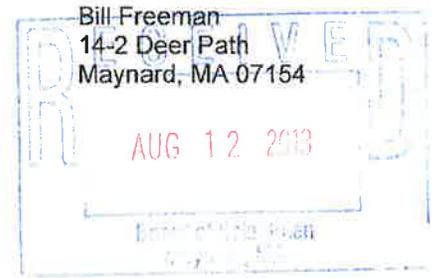
- **Full Committee:**
 - Open Comments from Public
 - Review Recent Updates (if any)
 - Review Status of Drafts (working session)

- **Open issues/New Business:**
 - Open Comments from Public
 - Committee Round Table
 - Proposed Meetings for Summer:
 - September 16th

Chairperson: Mark Grundstrom Posted by: Mark Grundstrom Posting date: August 5th, 2013

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

This agenda is subject to change.



Bill Freeman
14-2 Deer Path
Maynard, MA 07154

August 12th, 2013

Maynard Board of Selectmen
195 Main St
Maynard, MA 01754

Dear Board Members;

I am writing to submit my resignation as Chair of the Golf Course Re-Use Committee. For the past year, I have served as Chair of this committee and been fortunate to work with an outstanding group of colleagues. All are working hard to study all possible outcomes for the property.

To mitigate concerns regarding the Spring 2015 delivery of the report, the transition to a new Chair (Mark Grundstrom) along with a knowledge transfer was completed in July. The committee is currently working toward completing the draft of the report and is fully confident and capable in meeting the milestones previous set forth.

Thank you for your continued support!

Sincerely

Bill Freeman

Date Posted 08/05/2013

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 **TH** F
Day of Week

August 8, 2013
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): July 11, 2013**
2. **Appointment of New Executive Board Member – Mary-Ellen Quintal**
3. **Planning:**
 - a. **Road Race- September 21th**
 - b. **Maynard Fest: October 5th**
 - c. **Volunteer Connection and Dinner: November 6th**
 - d. **Flu clinic: October 19th**
4. **Adjourn**

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON(S)

Derek Michaels

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: Moreys Tavern
- B. Parties Involved by Name and Address (if known):
Paul Morey
female; name not known at this time
- C. Time and Date of Altercation: Friday August 9, 2013 12:18 AM
- D. Action taken by Manager and what time: Called MPD for assistance in removing unruly patron.
- E. Description of the circumstances including damage and any apparent injuries:

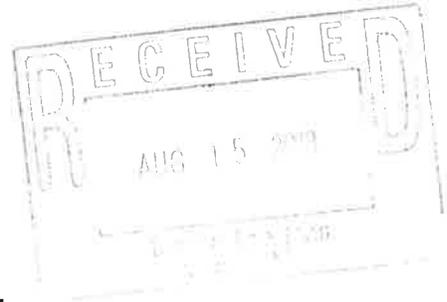
At approximately 12:05 AM, I (Paul Morey) saw a female walk into the Tavern. I noticed that she was visibly intoxicated. She asked for a drink and I refused. I gave her a glass of water and reportedly explained why she had been denied service. A couple of minutes went by and she smashed the glass of water that she had been given. At this point, I escorted her out of the back door. She was unwilling to leave, however, and kept trying to come back in. This is when I called MPD.

Paul M
Signature of Person Making Report

8/9/13
Date of Report

Becky Mosca

From: Taek Kim <bluecoyotegrille@gmail.com>
Sent: Thursday, August 15, 2013 11:02 AM
To: Becky Mosca
Subject: Blue Coyote Grille Incident report



Hello Becky,

On August 12, 2013 a patron ordered a drink and paid for it right away.

I came out to greet some customers at the bar and asked him how he was doing and he said "I'm hammered" which prompted me to escort him out of the restaurant.

As I am escorting him out he seemed to have very limited balance. I spoke to him briefly (asking where he's going, are you driving). I feared for his safety and called the police department. He then was put into protective custody.

If you have any questions please let me know.

Thank you,

Taek Kim

GM



*The Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
Boston, MA 02114*

Steven Grossman
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

August 5, 2013

Dear Colleagues:

As you know, we endeavor to keep the Local Licensing Authorities apprised of any changes in the Alcoholic Beverages industry. With these efforts in mind, I write to tell you about some recent news here at the ABCC. Our General Counsel, Bill Kelley is retiring.

Bill has been with the agency for over twenty-one years. During that time, he has been an invaluable asset to the Alcoholic Beverages Industry. He has assisted applicants, licensees, attorneys and local boards. Above all he has been a vital resource to this Commission. He will be sorely missed. His last day is August 15th.

I share this recent news with mixed emotions. The ABCC will miss Bill's expertise, but is happy for him to begin the next chapter of his life. I hope you will join us in wishing Bill all the best in his future undertakings.

We will continue to do our best to provide you with timely and accurate information. Please feel free to address any questions you have after August 15th to Ralph Sacramone. He can be reached at 617-727-3040 *731.

Sincerely,

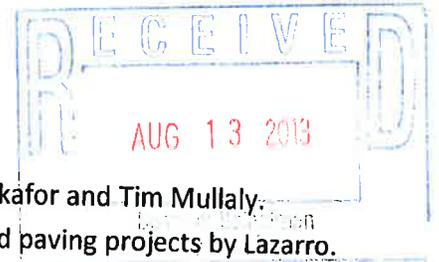
Kim S. Gainsboro
Chairman

BOS.

Maynard On-Call Contract 2013

Invoice Summary

Log of Activity by Date for Wayne Amico



Town Hall Attendance 7/16/13 – 10 hours

- Reviewed Reo Road and Coolidge Street Playgrounds with Chris Okafor and Tim Mullaly.
- Reviewed Shore Ave, Summer Hill Road and Euclid Ave reclaim and paving projects by Lazarro.
- Reviewed 200' riverfront zone with Linda Hansen from Con Com for Euclid Ave Paving operations.
- Monitored Summer Hill Road, Shore Ave and Euclid Street paving operations by Lazaro Paving.
- Reviewed drainage problem on Moore Street and provided a solution to Chris Okafor. Revised Boeske Ave for potential paving candidate.
- Reviewed water remedial work on Third Ave performed by Highway staff and discussed paving proposal by Lazaro Paving.
- Reviewed Old Marlboro Road at Parker Street paving and CB remedial work with Chris Okafor and Rick Lazarro.
- Attended weekly Town DPW staffing meeting with Chris Okafor, Tim Mullally and Joe Foster.
- Met with Chris Okafor to discuss staffing issues over the past few days.
- Reviewed VHB proposal for Pvm't Inventory with Chris Okafor. Provided edits for Chris's recommendations.
- Discussed Water Ban restriction issues with Chris Okafor.

Town Hall Attendance 7/18/13 – 8 hours

- Discussed Water Ban restriction issues with Chris Okafor.
- Met with Chris Okafor to discuss staffing issues over the past few days.
- Reviewed VHB proposal for Pvm't Inventory with Chris Okafor. Provided edits for Chris's recommendations.
- Prepared partial NOI for Euclid Ave Paving operations and BMP's for drainage outfall.
- Reviewed Facility Dude work Order tracking system with Chris Okafor
- Reviewed Stantec's 33 Acre Road memo on water draw.
- Discussed Water Ban restrictions and DEP permit requirements with Tim Mullally and Chris Okafor

Town Hall Attendance 7/23/13 – 10 hours

- Attended walk through and punch list for Reo Road and Coolidge Street Playgrounds with Kevin Sweet, Leslie Fanger, Chris Okafor and Greg Lefter
- Attended weekly Town DPW staffing meeting with Chris Okafor, Marie Morando, Tim Mullally, Mark Votto and Joe Foster.
- Met with Marie Morando to discuss staffing issues over the past few days.
- Met with Kevin Sweet discussed Assabet River Rail Trail and Acton's lead in the new design phase that is out for bid.
- Reviewed Shore Ave, Summer Hill Road and Euclid Ave reclaim and paving projects by Lazarro during a rain storm to determine if any drainage issues exist.
- Discussed water ban restrictions with Kevin Sweet
- Discussed water ban restrictions with Chris Okafor and Tim Mullally.

Town Hall Attendance 7/25/13 – 8 hours

- Reviewed Driveway Aprons recently constructed on Shore Ave, Summer Hill Road and Euclid Ave.
- Attended Pre-Bid conference for the Assabet Valley Rail Trail on behalf of the Town of Maynard.
- Met with Chris Okafor and Marie Morando to discuss staffing issues over the past few days.
- Continued to work on Euclid Ave Paving NOI for the Con Com.
- Reviewed list of Paving and sidewalk projects with Chris Okafor and Joe Foster.
- Reviewed VHB proposal for Pvm't Inventory with Chris Okafar.
- Reviewed cost proposal from W/S for sewage grinder pump.
- Discussed water ban restrictions with Chris Okafor and Tim Mullally –need to contact and discuss with Ed Gates from DEP.

Town Hall Attendance 7/30/13 – 10 hours

- Met with Chris Okafor and Marie Morando to discuss staffing issues over the past few days.
- Reviewed Shore Ave, Summer Hill Road and Euclid Ave loam and seed applications by DPW with Chris Okafor.
- Reviewed Summer Hill Road sewer cover noise complaint.
- Reviewed proposed paving work on Old Marlboro Road and Third Ave with Ryan Lazarro and Chris Okafor.
- Reviewed driveway drainage problem on O'Moore Street with Chris Okafor, Kevin Sweet and Carolyn Thompson
- Reviewed Reo Road and Coolidge Street Playground insurance and safety issues with Kevin Sweet and Greg Lefter
- Reviewed drainage issue on Shore Ave for abutter's driveway on Shore Ave.
- Reviewed Concrete water tank cleaning with by Underwater Solutions with Chris Okafor and Tim Mullally.
- Reviewed utility connection question for abutter at 155 Summer Street.
- Reviewed customer complaints on Summer Hill Road; obstructed signage and dumped asphalt debris.

Town Hall Attendance 8/1/13 – 8 hours

- Coordinated paving operations with Lazaro for work on Third Street
- Met with resident on O'Moore Street regarding repaving of her driveway. Reviewed this with Joe Foster.
- Met with residents on Shore Ave to review reconstruction of their driveway.
- Posted No Trespassing signs at Reo and Coolidge Parks.
- Met with Chris Okafor and Marie Morando to discuss staffing issues over the past few days.
- Met with Bob Chappell from Woodard and Curran and discussed a proposal for them to prepare the water tank relining contract documents.

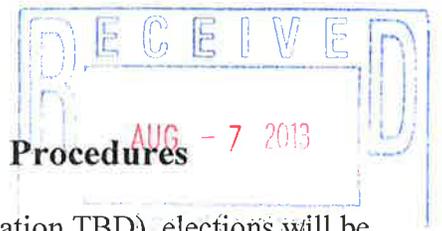
Progress Report for the above Charges:

Personnel: Hours: Description of Services:

Amico	10.0	7/16/13 Town Hall attendance
Amico	8.0	7/18/13 Town Hall attendance
Amico	10.0	7/23/13 Town Hall attendance
Amico	8.0	7/25/13 Town Hall attendance
Amico	10.0	7/30/13 Project coordination
Amico	8.0	8/1/13 Town Hall attendance
Lydon	17.0	Paving of Shore Ave./Summer Hill Rd./Euclid Ave.
Gould	16.0	Paving of Shore Ave./Summer Hill Rd./Euclid Ave.

Official Notice

2013 Boston Region MPO Municipal Election Procedures



At the MAPC Fall Council Meeting, end of October 2013 (date, time, location TBD), elections will be held for two (2) of the twelve (12) elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO). At that time two (2) municipalities (each representing an MAPC Subregion) will be elected to the MPO by the chief elected officials of the 101 municipalities which constitute the Boston metropolitan region. Pursuant to the MPO Memorandum of Understanding, approved on July 7, 2011, MAPC and the MBTA Advisory Board (Advisory Board) administer the election of the municipal representatives to the MPO.

MPO Seats Up For Election

One (1) municipality from the Inner Core Committee.

One (1) municipality from the MetroWest Regional Collaborative.

Terms of election on the MPO are for three years.

Nomination Process

Nominees for the elected municipal seats shall be the chief elected official of the municipality. In cities this is the Mayor or, if the city does not have the office of Mayor, then the Chairman of the Council, with the exception of Plan E cities (Cambridge) in which case it shall be the City Manager. In towns, the chief elected official is the Chairman of the Board of Selectmen. The MPO will accept the Chairman's nomination of a candidate whether or not the full Board of Selectman has voted it.

A nominee for an open municipal seat must receive five nominations made by any chief elected official from the Boston region, regardless of which sub-region they are from. A chief elected official may nominate his or her municipality and that nomination shall count as one of the five nominations needed to place a municipality on the ballot. Each chief elected official may only sign nomination papers for one municipality per sub-region for the two open seats.

Nominations papers are due on Friday, September 27, 2013 to MAPC by 5:00 PM and must be filed in person or by mail at MAPC, 60 Temple Place, 6th Floor, Boston, MA 02111, Attn: MPO Elections. Faxes or emails will not be accepted. Nomination papers shall include a statement of candidacy (250 word limit) of the community, also due on September 27.

Voting Process

Each of the 101 municipalities may vote for one (1) municipality from each of the two (2) open sub-regional seats.

Ballot

A ballot will be prepared by MAPC and the Advisory Board based on the certification of nomination papers. The ballot shall contain a list of the nominated municipalities. Candidate communities shall appear on the ballot in an order drawn by lot by designated officers of MAPC and the Advisory Board. The subregion of each of the communities shall be identified on the ballot. A candidates' booklet shall be issued that shall contain the statement of candidacy of the communities. The list of communities shall appear in the booklet in the same order that they appear on the ballot. In a second mailing, MAPC and the Advisory Board will include an absentee ballot and instructions for how municipalities can cast their vote.

MAPC Sub-regions

SUBREGION	COMMUNITIES
North Shore Task Force	Beverly, Danvers, Essex, Gloucester, Hamilton, Ipswich, Manchester-by-the-Sea, Marblehead, Middleton, Nahant, Peabody, Rockport, Salem, Swampscott, Topsfield, Wenham
North Suburban Planning Council	Burlington, Lynnfield, North Reading, Reading, Stoneham, Wakefield, Wilmington, Winchester, Woburn
Minuteman Advisory Group Interlocal Coordination (MAGIC)	Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Littleton, Lincoln, Maynard, Stow, Sudbury
Metro West Regional Collaborative	Ashland, Framingham, Holliston, Marlborough, Natick, Southborough, Wayland, Wellesley, Weston
South West Advisory Planning Committee (SWAP)	Bellingham, Dover, Franklin, Hopkinton, Medway, Milford, Millis, Norfolk, Sherborn, Wrentham
Three Rivers (TRIC)	Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Randolph, Sharon, Stoughton, Walpole, Westwood
South Shore Coalition	Braintree, Cohasset, Duxbury, Hanover, Hingham, Holbrook, Hull, Marshfield, Norwell, Pembroke, Rockland, Scituate, Weymouth
Inner Core	Arlington, Belmont, Boston, Brookline, Cambridge, Chelsea, Everett, Lynn, Malden, Medford, Melrose, Milton, Newton, Quincy, Revere, Saugus, Somerville, Waltham, Watertown, Winthrop

Overview of MPO Member Responsibilities

Background:

The Metropolitan Planning Organization is established as a required part of the transportation planning process under federal law. It is responsible for planning and programming financial resources for a multi-modal transportation system for the Boston region. The MPO was established in 1973.

The Boston MPO Memorandum of Understanding (MOU) that details the governing structure and process of the MPO can be viewed at www.bostonmpo.org/mou

Specific Responsibilities:

The MPO must prepare and approve several plans and programs on an annual basis. These include:

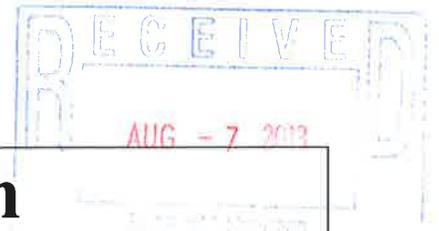
- The Unified Planning Work Program (UPWP), which programs funds for transportation planning programs in the region;
- The Transportation Improvement Program (TIP), which programs federal, state, and local funding for surface transportation projects (highway and transit).

The MPO also prepares and approves several other plans and programs as necessary. These include:

- The Regional Transportation Plan (RTP), which provides a 25-year plan for the Region's transportation needs and priorities and;
- The conformity of all surface transportation plans and programs with applicable federal laws (including air quality, and the Americans with Disabilities Act).

MPO Meetings:

Meetings are held as needed to accomplish the MPO's business. There are approximately two MPO meetings a month and all but four are held in Boston, during the day, at the state transportation building. Four MPO meetings will be held (one per quarter) outside of Boston. MPO meetings typically begin at 10 AM on the first and third Thursday of the month, and last approximately three hours. The MPO has the authority to establish necessary committees to accomplish its responsibilities. Recent experience suggests that the municipal members of the MPO or their designees attend at least two meetings per month to accomplish the work of the MPO.



2013 MPO Election Nomination Papers

Nominated Community	Name of Chief Elected Official	Signature
Open MPO Seat Community is Running For (only check one)	<input type="checkbox"/> Inner Core Seat	<input type="checkbox"/> MetroWest Seat

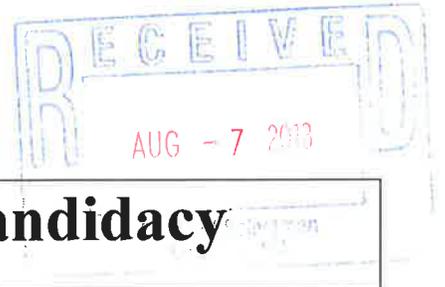
Endorsers

Nominating Community	Name of Chief Elected Official	Signature

Individual endorsements may be attached as a separate letter but must specify the municipality and the official being nominated and must be signed by the chief elected official of the endorsing community.

**Please return in person or by mail
By 5 PM on Friday, September 27, 2013 to:
Marc Draisen, Executive Director
Metropolitan Area Planning Council
60 Temple Place
Boston, MA 02111**

Phone inquiries to
Eric Bourassa, MAPC (617) 933 -0740
Paul Regan, MBTA Advisory Board (617) 426-6054



2013 MPO Statement of Candidacy

(250 Word Limit)

Municipality: _____

Chief Elected Official: _____

(Suggestions include a brief statement of qualifications; comments on the importance of transportation to the region; and expectations for the Boston Metropolitan Planning Organization)



MBTA Advisory Board

177 Tremont Street, Boston, MA 02111

Tel: (617) 426-6054 Fax: (617) 451-2054

August 5, 2013

TO: Chief Elected Officials

FR: Paul Regan, Executive Director, MBTA Advisory Board
Marc Draisen, Executive Director, Metropolitan Area Planning Council

RE: **Municipal Elections to the Boston Region Metropolitan Planning Organization**

IMPORTANT DATES:

- **Nomination Papers Due – Friday, September 27, 2013, at 5:00 PM, to MAPC;**
- **Election – MAPC Fall Council Meeting end of October; date, location and time to be decided.**

We are pleased to forward a copy of the election procedures for the elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO). The MPO is responsible for planning and programming financial resources for a multi-modal transportation system for the 101 municipalities in the Boston region. (An overview of MPO member responsibilities is included as Attachment C of the Official Notice of Elections.)

The MPO seat currently held by the City of Somerville representing the Inner Core Committee sub-region and the MPO seat currently held by the Town of Framingham representing the MetroWest Regional Collaborative sub-region are up for election this year. Any municipality from the Inner Core or MetroWest sub-regions may seek nominations to run for their respective open sub-regional seat.

The MPO has 22 voting members, which currently include:

State members

Massachusetts Department of Transportation (MassDOT) with three seats appointed by the Secretary of Transportation, at least one of which is from its Highway Division;
Massachusetts Bay Transportation Authority (MBTA);
Massachusetts Port Authority (Massport)

Regional members

Metropolitan Area Planning Council (MAPC);
MBTA Advisory Board;
Regional Transportation Advisory Council (RTAC)

Municipal members

City of Boston with two seats

Twelve (12) elected municipalities, one seat each from the eight MAPC sub-regions.

Inner Core Committee: Somerville

Three Rivers Inter-local Council: Norwood

South West Area Planning Committee: Medway

MetroWest Regional Collaborative: Framingham

North Suburban Planning Council: Woburn

North Shore Task Force: Beverly

Minuteman Advisory Group on Inter-local Coordination: Bedford

South Shore Coalition: Braintree

Two (2) cities filling at-large seats: Newton and Everett

Two (2) towns filling at-large seats: Arlington and Lexington

All elected municipal seats (including the sub-regional seats) are elected by all of the 101 municipalities in the Boston Region MPO area. Each of the 101 municipalities may vote for one (1) municipality for each of the two (2) open sub-regional seats.

The election will be held at MAPC's Fall Council Meeting end of October; date, location and time to be decided. At that time, municipalities to hold the two sub-regional seats will be elected to the MPO. The usual process of mailing ballots and accepting absentee ballots will apply, as described in the procedures.

In order to qualify to be on the ballot, each chief elected official who wishes to be a candidate must secure the signatures of five chief elected officials in the region, including their own. **Chief elected officials may only sign nomination papers for one municipality per sub-region for the two open sub-regional seats. Nominations are due to MAPC by 5:00 PM on Friday, September 27, 2013, and must be filed in person or by mail at the MAPC, 60 Temple Place, 6th Floor, Boston, MA 02111. Faxes or emails will not be accepted.**

A copy of the official notice and procedures for nomination and election to the MPO are attached. We appreciate your interest in this important matter and look forward to your participation. If you have questions, please call Eric Bourassa (617) 933-0740 or Paul Regan at (617) 426-6054.

Attachments

Official Notice, including Attachments A - C

Nomination Papers

Statement of Candidacy

cc:

MBTA Advisory Board

Sub-regional Chairs



August 2, 2013

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



Dear Chairman and Members of the Board:

Having completed our digital network enhancement to an all-digital system, on or shortly after October 7, 2013 we will begin encrypting our Limited Basic service in your area. Encryption has a number of consumer benefits; including the reduced need for home service calls and the enhanced security of our network by reducing service theft that impacts our customers' service experience.

When Limited Basic service is encrypted, all XFINITY Video customers will need equipment supplied by Comcast connected to each television in order to continue receiving services.

A customer that has a set-top box, digital adapter, or a retail CableCARD™ device connected to each TV will be unaffected by this change. A customer that is currently receiving Comcast's Limited Basic service on any TV *without* equipment supplied by Comcast will lose the ability to view any channels on that TV. These customers will be entitled to receive equipment at no additional charge or service fee for a limited period of time. The number and type of devices the customer is entitled to receive, and for how long, will vary depending on the customer's situation.

Enclosed please find a sample of the customer notice that the FCC requires be sent to customers regarding encryption and the availability of devices at no additional charge or service fee. You'll note that we have established a special toll free number and website so that our customers can learn more about the equipment offer and eligibility.

In addition, the encryption of our Limited Basic service will impact those accounts receiving courtesy services pursuant to our Franchise/License Agreement. Courtesy accounts are entitled to receive up to three digital adapters or CableCARDS at no additional monthly charge, including those they may have previously received as part of our digital network enhancement to an all-digital platform. A sample of the courtesy notice to be received by these accounts is enclosed.

As always, if you have any questions or concerns please feel free to contact me at 617.279.1576.

Sincerely,

Timothy Kelly

Timothy Kelly, Sr. Manager
Government & Regulatory Affairs

Enclosures

IMPORTANT SERVICE MESSAGE:

On October 7, 2013, Comcast will start encrypting Limited Basic service on your cable system.

If you have a set-top box, digital adapter, or a retail CableCARD™ device connected to each of your TVs, you will be unaffected by this change. However, if you are currently receiving Comcast's Limited Basic service on any TV without equipment supplied by Comcast, you will lose the ability to view any channels on that TV.

If you are affected, you should contact Comcast at **855-860-8989** to arrange for the equipment you need to continue receiving your services. In such case, you are entitled to receive equipment at no additional charge or service fee for a limited period of time. The number and type of devices you are entitled to receive, and for how long, will vary depending on your situation:

- If you are a Limited Basic customer and receive the service on your TV without Comcast-supplied equipment, you are entitled to up to two devices for two years (five years if you also receive Medicaid).
- If you subscribe to a higher level of service and receive Limited Basic service on a secondary TV without Comcast-supplied equipment, you are entitled to one device for one year.

You can learn more about this equipment offer and eligibility at comcast.com/digitaladapterinfo or by calling 855-860-8989.

To qualify for any equipment at no additional charge or service fee, you must request your equipment between September 7, 2013 and February 3, 2014 and satisfy all other eligibility requirements.

You can learn more about this equipment offer and eligibility at comcast.com/digitaladapterinfo or by calling 855-860-8989.

**IMPORTANT INFORMATION
ABOUT YOUR COURTESY VIDEO SERVICES**

DATE

Account Holder
Address
City, ST 00000

Dear _____:

On XX/XX/XXXX, Comcast will begin encrypting Limited Basic service on the cable system in your community.

TVs connected to a set-top box, digital adapter (DTA) or retail CableCARD™ device will be unaffected by this change. However, if you have any TVs that are currently receiving Comcast's Limited Basic service *without* equipment supplied by Comcast, you will lose the ability to view any channels on those TVs.

If you are affected, you should contact Comcast at the number below to arrange for the equipment you will need to continue receiving services. We will provide you with **up to three digital adapters or CableCARDS at no additional charge** (including those you may already have on your account), unless digital equipment is otherwise provided for by your community's agreement with us. Please know that if you choose not to take a digital device for any TV, you will not receive Comcast service on that TV. If you request **more** than the three digital devices mentioned above, you will incur a monthly charge of either \$0.50 or \$1.99 depending on your service level for each additional digital adapter and a monthly equipment charge of no more than \$1.50 for each additional CableCARD in the same retail device.

For more information or to obtain your digital equipment, please call 1.800.581.5122 and reference this letter.

Sincerely,



*The Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
Boston, MA 02114*

Steven Grossman
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

THE ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY

NEW FARMER SERIES POURING PERMITS FOR FARMER-BREWERIES, FARMER-WINERIES & FARMER-DISTILLERIES

Effective July 11, 2013, the legislature authorized a new type of “pouring permit” for Farmer-Breweries, Farmer-Wineries Farmer Distilleries¹ (“Farmer Series Pouring Permit”). Previously, these types of establishments were licensed as pouring permits under M.G.L. c. 138, § 12, ¶ 7 (“Restaurant Pouring Permit”). The Farmer Series Pouring Permit is an on-premises license which allows the licensee to sell and allow samplings of the alcoholic beverages it manufactures on its premises. The Farmer Series Pouring Permit follows the same process as all retail licenses. They must be approved in writing by both the local licensing authorities and the Alcoholic Beverages Control Commission (the “Commission”).

Because Restaurant Pouring Permits are no longer an authorized alcoholic beverages license, all applications for a Restaurant Pouring Permit that were granted by the local licensing authorities prior to July 11, 2013, must be ratified as a Farmer Series Pouring Permit by the local licensing authorities and approved by the Commission. To accomplish this, the Commission recommends that local boards use the following process:

- hold a meeting which complies with the Open Meeting Law;
- vote to give the applicant a pouring permit under M.G.L. c.138, §§19B(n) Farmer-Brewer, 19C(n) Farmer-Winery or 19E(o) Farmer-Distillery, as the case may be;
- prepare and sign a form 43; and
- send the signed Form 43 to the Commission.

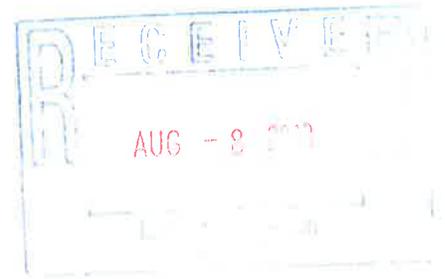
Once the Commission approves the application for the Farmer Series Pouring Permit, the stamped Form 43 will be returned to the local licensing authorities in the usual procedure. A Form 43 may be found at <http://www.mass.gov/abcc/pdf/forms/form43.pdf>. Applications for the Farmer Series Pouring Permit will be posted on our website.

Prior to year end, Restaurant Pouring Permit Licensees must apply for a Farmer Series Pouring Permit. To simplify this process, the Commission has sent a letter to all our current Restaurant Pouring Permit Licensees notifying them of the change in the law. The Commission has invited the Licensees to send a petition requesting that we reclassify them as Farmer Pouring Permit Licensees. Once the Commission receives this request, we will reclassify these licensees for their annual renewal. The renewal application will contain their new designation as Farmer Pouring Permits. This will enable the Local Licensing Authorities to approve the new designation using their normal renewal process. We are utilizing this method, with an effort toward minimizing disruption to your ordinary process.

As always, all licensees must ensure that they are in compliance with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by state law. Individuals with questions concerning this advisory may contact Ralph Sacramone, Executive Director at 617-727-3040 x 731.

(Issued: August 7, 2013)

¹ The law that made these changes is Acts 2013, Chapter 36, §§ 16-22 and can be found on the website of the Legislature. The language for these new “pouring permits” can be found in M.G.L. c. 138, § 19B(n)(for farmer-wineries), M.G.L. c. 138, § 19C(n)(for farmer-breweries), M.G.L. c. 138, § 19E(o)(for farmer-distilleries).



**MAYNARD
TOWN SCHOOL BUILDING COMMITTEE**

Wednesday July 10, 2013 @ 6:30 PM

**Coolidge Building
Mtg. # 76-8**

DRAFT

PRESENT	NAME	AFFILIATION	E- MAIL DISTRIBUTION
x	Robert Gerardi	Superintendent Maynard	✓
	Pete DiCicco	Business Advisor Maynard	✓
	Kevin Sweet	Town Administrator	
x	Chuck Caragianes	Principal, MHS	✓
	Jerry Culbert	Committee	✓
	Matt Briggs	Committee	✓
x	Philip Berry - Chair	Committee (School Committee)	✓
x	Anthony Midey	Committee	✓
x	Ken Neuhauser	Committee	✓
x	Jen Gaudet	Committee (FinCom)	✓
x	Bonnie Winokar	Committee	✓
	Ed Mullin	Committee	✓
x	David Gavin	Committee (Selectman)	✓
	Gregg Lefter	Town Facility Manager	✓
	Marie Morando	Secretary	✓

Additional attendees: Chuck Adam, Municipal Building Consultants and Brooke Trivas, Tappé Associates

Meeting opened at 6:30 p.m.

- **Safety:**
No issues discussed
- **Finance:**

- **WAVM lighting package -**

- The WAVM “Barbizon” lighting package was presented for consideration by the committee. The requested breakdown of the fixtures was received and reviewed by the PM and Designer. The amount of the lighting package was verified at \$65,300.00.
- The superintendent and the principal discussed reasons why WAVM is important and better facilities help the ability to receive grants.

A motion was made by Anthony and seconded by Ken to move the \$65,300.00 from owners contingency to FFE for Barbizon lighting procurement.

- **Change Order #15** - was presented by MBC and Tappé and each item was reviewed. The change order includes:

PCO #	RCP #	Description	Approved Amount
97R		Cost associated with revision of one manual winch to a power operated one for the stage rigging	23,228.00
101	50	Cost associated with addition of security window per SKCA 031	3,156.00
104	59	Cost associated with providing slab on grade for shed	4,696.00
105	58	Changes to classroom signage scope	829.00
		TOTAL	31,909.00

Motion was made by Anthony to approve the change order as presented, 2nd made by Bonnie. All present voted approval

- **Review and approve any project bills presented to the committee.**
Municipal presented the following invoices for the committee’s approval:

Vendor	Description	Invoice Amount
W.B. Mason	FFE purchases	741.12
School Dude	Training for HS Maintenance Staff	2,350.00
Apple Computers	High School Technology Purchases	206,428.95
Briggs Engineering	Independent Testing	40.00
Pods Enterprises	Storage Containers for Old HS Storage	745.00

Vendor	Description	Invoice Amount
John Palmer Moving	Moving of materials into Pods	727.41
Gregg Lefter	Expense report for materials associated with move	3,313.85
Tappé Associates	Construction Phase Services	30,072.00
Municipal Building	Construction Phase Services	28,740.00
CTA Construction	Monthly Construction Requisition	1,167,372.00
	TOTAL	1,440,530.33

A motion was made by Anthony and seconded by David to approve the invoices as presented, all present voted approval

- **Full Committee:**
 - **Approve minutes of June 12, 2013:**
Motion to approve made by David, 2nd by Bonnie. *All present voted approval.*
 - **Voice/Data/Video utilities update**
 - Fiber Optic connectivity between the Fowler and New High School is complete.
 - Verizon Permanent Service - work underway and should be completed on time
 - Comcast Service for WAVM - being handled by School/WAVM - no progress
 - **Overall progress:**
 - Municipal provided a brief update to the construction progress over the past month. Progress has been excellent and contractor indicates they are on schedule. Tappé and Municipal agree that the completion schedule will be met but it will come right down to the last days.
- **Next Meeting: August 14, 2013 at 6:30 p.m. place to be determined.**
- **Motion to adjourn by Anthony and seconded by Bonnie, all present voted approval**

TOWN OF MAYNARD
MEETING NOTICE

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

Maynard Community Preservation Committee
PUBLIC MEETING NOTICE

Maynard Town Hall
Wednesday, August 14, 2013 at 7:00 PM

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

CALL TO ORDER:

PUBLIC COMMENTS:

ADMINISTRATIVE BUSINESS:

- Review minutes from previous meeting.

CORRESPONDENCE:

- Mail received

BUSINESS:

- Review articles that were sent to the town for the May Town Meeting.
- Discuss process to recoup unexpended funds a Town Meeting
- Discuss timeline for new proposal cycle
- New Business

Upcoming Meetings:

- Determine next regularly scheduled meeting.

THIS AGENDA IS SUBJECT TO CHANGE

Posted by: Michael Chambers, CPC Chair

~~Becky Mosca~~

From: Angela Marrama
Sent: Friday, August 16, 2013 9:19 AM
To: Becky Mosca
Cc: Kevin Sweet
Subject: RE: Board of Assessors

Hello Becky,

At this time we do not have a full board. We will be looking for a replacement for Bill Cranshaw. At that time we will vote a new chair. I hope to have a new member by September or October. As always if anyone wants to reach the Board of Assessors they should contact me during regular business hours at the town hall.

Thank you
Angie

From: Becky Mosca
Sent: Monday, August 12, 2013 11:34 AM
To: (amarrama@townofmaynard.net); Marianne Dee
Cc: Kevin Sweet
Subject: Board of Assessors

Angie & Marianne,

Looking for Chair of BOA and contact information?

Becky Mosca
Administrative Secretary
195 Main Street
Maynard, MA. 01754
e-mail: bmosca@townofmaynard.net
Voice: 978-897-1351
www.townofmaynard-ma.gov



50 Brown Street, Maynard, MA 01754
Tel: (978) 637-2268 – Fax: (978) 637-2269

Report for Maynard Board of Selectman
August 15th, 2013

Revenue Update – YTD thru July 30th.

- Season Passes 2013 = \$91,370 vs 2012 = \$113,920 down \$22,550 (20%)
- Greens fees 2013 = \$87,245 vs 2012 = \$ 84,337 up \$ 2,908 +3%
- Golf Carts 2013 = \$24,722 vs 2012 = \$24,218 up \$ 504 +2%

Complete revenue report is attached. Lease fee due year to date on August 15th is \$23,884.95
\$24,098.36 has been paid by SGM year to date in Capital repairs.

Clubhouse Capital Repairs paid for in lieu of Lease fee payment YTD.

Skilling's – invoice pd for connection work to date on #2 well field	\$3,161.05
William Goddard – re-roof south side of the building, ceiling repair	\$2,850.00
Total Paid by SGM year to date	\$24,098.36

I am waiting for the final invoice from Skilling's for the cleaning, hydrofracking and re-rating of the five wells off the left side of the 2nd hole. Their original estimate to complete that work had been \$8,600.

Irrigation, Wells and Water: - The work has been completed by Skilling's and Son's to restore the Well Field in the woods to the left of the 2nd hole. To date they have re-piped the five shallow well field system and now have completed the work needed to clean and restore the wells. The wells are now in daily use and are able to provide 100% of the water needed to irrigate the golf course. They are currently pumping a range of from 55 gpm to a high point of 65 gpm. Tests have shown that the well field can provide from 100 to 150 gallons per minute of additional water but to provide these higher volumes would require replacement of the current pump to a larger size. The wonderful news is with these five shallow wells fully operational, combined with the two deep wells, the golf course is now 100% self sustaining for irrigation water, and will require no Town water to take care of the course.

Business – July 2013 greens fees were down 6% , and carts were down 1% versus 2012. It was the second month in a row that it has been difficult to gage how business was or what we could have done for the month in revenue if the weather was better. We started the month off with a heat wave over the 4th of July Holiday stretch, then followed with a week in the 90's starting July 14th, combined with a few complete wash out days with heavy rains.



Sterling Golf Management, Inc.
www.sterlinggolf.com



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Grounds – The conditions of the golf course declined some due to the heat endured in the middle of July. Some spotty areas on the greens lost small amounts of turf, along with some edges of collars around the greens. These areas have since started to bounce back some with the better weather, combined with more aggressive maintenance thru water injection aeration, spike overseeding, and solid needle tine aerification and topdressing. Conditions on some tees declined with some turf loss due to the heat combined with some irrigation problems. Aeration and overseeding is starting shortly on these.

Fairways are still in very good condition with fall aeration planned for the end of August thru September on them.

Building – The roof repairs have been completed by William Goddard so it appears the leak issues have been resolved for now.

Function Hall and Lounge – Function business has been a little bit quieter during July and the outlook is the same for August as many people take time off for vacations. We have been hosting Friday night dinners and live music since early July at the course to the enjoyment of many customers. We will be evaluating the financial success of these dinner nights at the end of August to make decisions if we should continue with them in the fall.

Sterling Golf Management, Inc.

Maynard Golf Course

Statement of Revenues for July 2012

<u>Revenue Category</u>	<u>Amount</u>	<u>Y-T-D</u>
Season Passes	1,115.00	113,920.00
Locker Rentals	-	750.00
Greens Fee	28,736.00	84,337.00
Golf Carts	8,055.17	24,218.34
Total Golf Revenue	<u>37,906.17</u>	<u>223,225.34</u>
Lease Fee Due on Golf Revenue (10%)	3,790.62	22,322.53
Food Sales	3,273.10	6,657.65
Liquor Sales	6,796.03	17,470.12
Hall Rentals	100.00	2,000.00
Total Food Service Revenue	<u>10,169.13</u>	<u>26,127.77</u>
Lease Fee Due on Food Service Revenue (5%)	508.46	
Lease Fee Due - July 2012	4,299.07	
Amount paid with this statement	<u>4,299.07</u>	
Total amount towards 2012 Lease Fee	<u>23,628.92</u>	
(Total Year-to-Date Lease Fee)	23,628.92	0.00
DUE July 15th		

Sterling Golf Management, Inc.

Maynard Golf Course

Statement of Revenues for July 2013

<u>Revenue Category</u>	<u>Amount</u>	<u>Y-T-D</u>
Season Passes	720.00	91,370.00
Locker Rentals	-	470.00
Greens Fee	26,835.00	87,245.00
Golf Carts	7,925.11	24,722.15
Total Golf Revenue	<u>35,480.11</u>	<u>203,807.15</u>
Lease Fee Due on Golf Revenue (10%)	3,548.01	20,380.72
Food Sales	5,856.14	27,030.70
Liquor Sales	8,634.86	33,905.07
Hall Rentals	250.00	9,149.00
Total Food Service Revenue	<u>14,741.00</u>	<u>70,084.77</u>
Lease Fee Due on Food Service Revenue (5%)	737.05	
Lease Fee Due - July	4,285.06	
Amount paid with this statement	<u>4,285.06</u>	
Total amount towards Lease Fee	<u>23,884.96</u>	
(Total Year-to-Date Lease Fee)	23,884.95	(0.01)
DUE July 15th		

Becky Mosca

From: Stephanie Duggan
Sent: Wednesday, August 07, 2013 2:44 PM
To: Kevin Sweet; Becky Mosca
Cc: James Dawson
Subject: Restaurant Electricity Scam

Hi!

Just wanted to let you know that Thai Chilli almost fell for a scam targeting ethnic restaurants in Massachusetts. A caller claiming to be from National Grid claimed that the building's electricity was going to be shut off for non-payment. When the owner questioned the National Grid vs. NSTAR billing for service, the caller claimed that NSTAR accounts fall under National Grid control. Anyway, the caller was adamant and convinced the owner to go to CVS and grab pre-paid credit cards to pay the bill over the phone! Thankfully, the owner's gut told him to hang up and check in with NSTAR, where he learned about the scam. He is filing a police report this afternoon.

I thought I'd let you know the story so you can share just in case any restaurateurs come in up there,
Stef

Stephanie Duggan
Administrative Assistant
Office of Municipal Services
Town of Maynard
195 Main Street
Maynard, MA 01754
978-897-1302

TOWN OF MAYNARD
Cemetery Department

DEED N^o 2008

This Certifies that Christine McNulty

3 Cutting Drive, Maynard, MA

is

proprietor of Lot No. 194C

Section No. 18

in

Glenwood Cemetery, Maynard, Massachusetts, and that said lot shall be holden subject to all the by-laws, rules and regulations made, and to be made by the Board of Selectmen.

Scaled, Signed and Delivered
in the presence of

Board of Selectmen of the Town of Maynard

Dated August 19, 2013



Date: September 3, 2013

**Michael Chambers
3 Maybury Road
Maynard, MA 01754**

You are hereby appointed to the

Community Preservation Committee

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

Becky Mosca

From: Michael.Chambers@gdc4s.com
Sent: Wednesday, August 14, 2013 12:03 PM
To: Becky Mosca
Subject: Re-Appointment to the CPC & Recreation Boards



Honorable Board of Selectmen,

I would like to be re-appointed to both the CPC and Recreation Boards as my terms expired on June 30th. I have been a member of the CPC Committee and Recreation Board since 2007 and I still enjoy serving on these boards. I am one of the original members of the CPC Committee and I feel that I have contributed to this committee and I feel that I still have a lot to offer to this committee and to the Town of Maynard. It is also my feeling that I have contributed to the Recreation Board and have been through some tough times that faced our board and with that being in the past; I look forward to serving on this board and being part of the Maynard Recreation's future. I would appreciate it if you would consider me for re-appointment to these positions and I can be reached at this e-mail address or by phone (978-430-6905) if you should have any questions regarding my re-appointment.

Thanks,
Mike Chambers
Information Systems Security Specialist
General Dynamics C4S
77 A Street
Needham, MA 02494
781-455-2577

This message and/or attachments may include information subject to GDC4S O.M. 1.8.6 and GD Corporate Policy 07-706 and is intended to be accessed only by authorized personnel of General Dynamics and approved service providers. Use, storage and transmission are governed by General Dynamics and its policies. Contractual restrictions apply to third parties. Recipients should refer to the policies or contract to determine proper handling. Unauthorized review, use, disclosure or distribution is prohibited. If you are not an intended recipient, please contact the sender and destroy all copies of the original message.

Becky Mosca

From: Peter Falzone <Peter@Falzone1.com>
Sent: Wednesday, August 14, 2013 12:47 PM
To: Becky Mosca
Cc: Michael.Chambers@gdc4s.com
Subject: Re: Re-Appointment to the CPC & Recreation Boards

Becky,

Hope your summer has been going well, was up to Dune Grass in July & PJ & I played a quick and HOT 9 holes...

The Recreation Commission endorses Mike to continue on as the Rec Commission representative on the CPC.

Thanks,

Peter.

From: <Michael.Chambers@gdc4s.com>
Date: Wednesday, August 14, 2013 12:08 PM
To: Peter Falzone <Peter@Falzone1.com>
Subject: FW: Re-Appointment to the CPC & Recreation Boards

Peter,

Becky said that I would need the Recreation Dept. to endorse me being on the CPC Committee if no one else from the Recreation Dept. wants to serve on this committee. This is your call!

Thanks,

Mike Chambers

Information Systems Security Specialist

General Dynamics C4S

77 A Street

Needham, MA 02494

781-455-2577

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From: Chambers, Michael



August 1, 2013

Martha Shugrue

You are hereby appointed

Crossing Guard

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term

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

BOARD OF SELECTMEN

Sworn: _____



August 1, 2013

Parnell Houle

You are hereby appointed

Crossing Guard

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

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

BOARD OF SELECTMEN

Sworn: _____



August 1, 2013

Marita Garcia

You are hereby appointed

Crossing Guard

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term

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

BOARD OF SELECTMEN

Sworn: _____



August 1, 2013

Phylliss Tower

You are hereby appointed

Matron

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term

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

BOARD OF SELECTMEN

Sworn: _____



August 1, 2013

Bouchra Blickenstaff

You are hereby appointed

Matron

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term

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BOARD OF SELECTMEN

Sworn: _____



August 1, 2013

Cheryl Budrewicz

You are hereby appointed

Matron

For a period of two years

Term expires: August 1, 2015

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term

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

BOARD OF SELECTMEN

Sworn: _____



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE-DAY Beer & Wine License & Entertainment License

This permit is issued to

Pleasant Cafe' Inc., owner, Frank Dzerkacz
Cell # 978-793-2405

For the following purpose:

***Maynard Fest: October 5, 2013 time: 11:00 until 3:30 P.M.
Pleasant Cafe' Inc. at 36 Main St. requests permission for Beer & Wine license to
front of the Pleasant Café Building for the one day town event. The parking lot and
Main Street will be fenced off with access from 36 Main Street entrance. No
Smoking.***

Subject to the conditions as herein stated:

This permit is issued upon the specific condition that the Town of Maynard will not be held responsible or in any manner liable for and shall be indemnified by the Permit holder against any and all causes of action, damages, injuries/or other claims arising out of or relating to the issuance of this permit.

Board of Selectmen

8/20/13

Pleasant Cafe' Inc. of Maynard, located at 36 Main Street, requests permission to expand the 300 FT. outdoor patio space on liquor licence - to include the adjacent parking lot and Main Street with sidewalk area in front of Cafe' building, for the one day town event of "October Fest" on Saturday, Oct 5, 2013.

The parking lot and Main Street area will be fenced off with access from 36 Main Street entrance

Pleasant Cafe' : owner/
manager

~~Frank Dzerkacz~~
FRANK DZERKACZ

