



AGENDA
Maynard Board of Selectmen's Meeting
September 17, 2013
Town Building—Michael J. Gianotis Meeting Room
(No. 201)
Special Meeting at 6:00 PM regular meeting to follow

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

1. Call to order (6:00)
2. Pledge of Allegiance
3. Awards from the BOS and Chief of Maynard Fire Department. (Fire Department Service awards)

- Below is the list of recipients for awards:
- Captain Peter Morrison, 30 years of service
- Firefighter James MacGillivray, 30 years of service
- Firefighter David Hillman, 35 years of service
- Captain William Soar, 35 years of service
- Acting Captain Gerry Byrne, 35 years of service
- Firefighter Timothy Gray, 30 years of service
- Firefighter Craig Desjardins, 20 years of service
- Firefighter Patrick Hakey, 20 years of service
- Chief Joseph Landry, 25 years of service: Notice, now the Chief in Stow, MA)

List of firefighters being pinned:

- Firefighter Angela Lawless
- Firefighter Shawn Boulette
- Firefighter Dan Gould
- Firefighter Mark Latta
- Captain Walter Latta Jr.

New Firefighter to be sworn in:

- Firefighter Sean Layton

4. Public Comment
5. Acceptance of Minutes

a) July 16, 2013 and September 3, 2013

6. Correspondence

- a) Facilities Manager monthly report for August 2013
- b) Police Department monthly report for August 2013
- c) Public Works monthly report for August 2013
- d) Notice, To All Citizens, BOS, scheduled Special Town Meeting, Nov. 4, 2013
- e) Timeline for Fall 2013 Special Town Meeting Timeline
- f) Notice, Meeting with Zoning Board, Sept. 16, 2013
- g) Notice: Request for Chapter 90 Funding Release
- h) Newsletter of the Boston Region Metropolitan Planning Organization
- i) Legal Notice, Planning Board hearing, 9/24/13 Protective Zoning Bylaws
- j) Meeting notice, Green Community Committee, Sept 18, 2013
- k) Notice, from the Patrick Administration, Announcing \$4 million in Funding for Third Round
of CIC grants
- l) Event: Maynard Golf Course Town Appreciation Day, Saturday, October 5, 2013
- m) Golf Course Re-use Committee, Monday Sept. 16, 2013
- n) Notice, Remembering Maynard's Own, request for donations.
- o) Notice, Seasonal Flu Clinics, Town Employees, Tuesday, October 15, 2013 8:30 – 9:30am
Lower Room at Town Hall and 2:00 pm – 4:00 pm Fowler School Auditorium
- p) Notice, Seasonal Flu Clinic, For Maynard Residents Age 65+ Tuesday, October 15, 2013
10:00 am – 11:30 am Union Congregation Church
- q) Notice, Seasonal Flu Clinic, For Maynard Residents only, Saturday, October 19, 2013
10:00 am until Noon Fowler School Auditorium
- r) Notice, Downtown Spruce Up, Sunday, September 29, 2013 9:00 am until Noon
- s) Notice, The 21st Annual Maynard Fest, Saturday, October 5, 2013
- t) Copy of Application for the Maynard Cultural Council LCC Program
- u) Notice, Meeting Conservation Commission, Tuesday, September 17, 2013

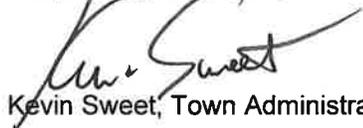
7. Consent Agenda

- a) Appointment to Green Communities, Eric Smith, Town Planner
- b) Block Party Request, Saturday, September 28, 2013 McKinley Street
- c) Repeat, One Day LL at Clock Works Café, Mike Adams on behalf of Acton Box, Friends

of Music

8. Water Abatement, I.D. 6118
9. Complete Streets Overview and Draft Resolution
10. Charter Review Discussion
11. Goals and Initiatives,
 - (item 11) from 9/10/2013 AGENDA, Miscellaneous Polices
12. Assistant Town Administrator Discussion
13. Town Administrator's Report
14. Chairman's Report
15. Old/New Business
16. Adjourn (9:30)

Respectfully submitted,



Kevin Sweet, Town Administrator

Next meeting date: October 1, 2013

THIS AGENDA IS SUBJECT TO CHANGE

#3

Becky Mosca

From: Anthony Stowers
Sent: Thursday, September 12, 2013 1:27 PM
To: Becky Mosca
Cc: Kevin Sweet; Brendon Chetwynd
Subject: Service Awards

Becky,

Below is the list of recipients for service awards, although I don't know if they will all be there that night:

Captain Peter Morrison, 30 years of service
Firefighter James MacGillivray, 30 years of service
Firefighter David Hillman, 35 years of service
Captain William Soar, 35 years of service
Acting Captain Gerry Byrne, 35 years of service
Firefighter Timothy Gray, 30 years of service
Firefighter Craig Desjardins, 20 years of service
Firefighter Patrick Hakey, 20 years of service
Chief Joseph Landry (put in before he left to become chief in Stow), 25 years of service

The list of firefighters being pinned that night:

Firefighter Angela Lawless
Firefighter Shawn Boulette
Firefighter Dan Gould
Firefighter Mark Latta
Captain Walter Latta Jr.

Firefighter being sworn in:

Firefighter Sean Layton

Thanks,

Anthony Stowers

Anthony Stowers/Fire Chief
Maynard Fire Department
Maynard, Massachusetts
(978) 897-1014
(979) 897-3389 fax

Becky Mosca

From: Anthony Stowers
Sent: Monday, June 03, 2013 9:52 AM
To: Dawn Capello (dawncapello@gmail.com)
Cc: Becky Mosca; Kevin Sweet
Subject: Badge Pinning

Follow Up Flag: Follow up
Flag Status: Flagged

Dawn,

In either August or September I'd like to do a Badge Pinning Ceremony before a BOS meeting. This would involve someone pinning a badge on the new firefighters we have (4) and Captain King. Usually the person being pinned will choose a family member to do this. The new firefighters and Captain King have worked hard since being hired and promoted and this is just a little recognition for that by welcoming them as permanent appointees. If we scheduled it for 6:00 PM we would have enough time for the ceremony and a little reception before the BOS meeting. Let me know what you think.

Thanks,

Anthony Stowers

Anthony Stowers/Fire Chief
Maynard Fire Department
Maynard, Massachusetts
(978) 897-1014
(979) 897-3389 fax

"Perfection is not attainable. But if we chase perfection, we can catch excellence."

-Vince Lombardi



DRAFT MINUTES 7/16/13

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 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

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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

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- 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

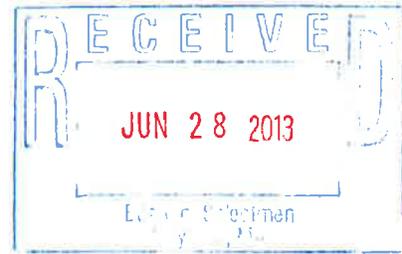
Attachments:

Letter from Vic Tomyl and Rebecca Chafel

Victor Tomyl
68 Powdernill Road
Maynard, MA 01754

June 24, 2013

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



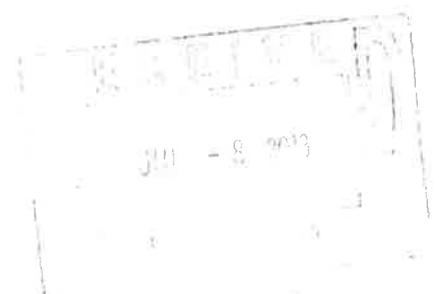
Honorable Board of Selectmen:

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,

Victor Tomyl

Rebecca M. Chafel, D.V.M.
47 Boeske Avenue
Maynard, MA 01754
(978) 461-2070
rchafel@yahoo.com



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

June 30, 2013

Re: Project File No. 604531-Acton and Maynard Assabet River Rail Trail (ARRT)

Dear Board of Selectman:

Please find enclosed a letter that was sent to Thomas Broderick of MassDOT regarding my concerns for the ARRT proposal in Maynard. As stated in this letter, I request that the enclosed documents are read into the minutes of the Town of Maynard Board of Selectman meeting. Thank you for your attention to my concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Chafel", is written over a horizontal line.

Rebecca M. Chafel, DVM

Rebecca M. Chafel, D.V.M.
47 Boeske Avenue
Maynard, MA 01754
(978) 461-2070
rchafel@yahoo.com

Thomas F. Broderick
Chief Engineer
MassDOT-Highway Division
10 Park Plaza
Boston, MA 02116-3973

June 18, 2013

Re: Project File No. 604531-Acton and Maynard Assabet River Rail Trail (ARRT)

Dear Mr. Broderick:

On June 13, 2013, I attended the public hearing on the design proposal for the Acton and Maynard section of the ARRT. I am an avid bike rider and I support the Rail Trail mission of providing recreational opportunities for the public. I do however have concerns regarding this project especially as they relate to environmental and safety issues. In this letter, I will also restate some of the questions which were not answered at the hearing, in the hope that these questions can be answered in the near future. I have lived on Boeske Avenue, adjacent to the Maynard Department of Public Works for over twenty years and am very familiar with the area.

The following are my concerns:

- 1) Environmental impact of installing a 20 car parking lot on Winter Street at the entrance to Ice House Landing, Maynard, MA.

The parking lot is proposed for a heavily wooded area which is only 100-150 feet from the wetlands of the Assabet River. I do not understand how the installation of a parking lot and paving can occur within the 200 ft. wetland boundary. There is a downgrade slope from both Boeske Avenue and Winter Street, through to the River's edge. The runoff of water from the paved DPW/Winter Street area onto the dirt of Track Road is already evident now and will be increased bringing the runoff closer to the water's edge should this paving occur. The potential contamination with salt and other debris from the Maynard Department of Public Works (DPW) is a significant risk. In addition, the destruction of these woods which are a vital habitat to many species of animals, including Baltimore Orioles, is both unnecessary and environmentally unsound. One only has to look at the excessive amount of unnecessary destruction recently of the woodlands along Route 2 in Lincoln to be concerned about the potential problems which can occur with clearing for a paved parking lot along Winter Street.

Since the opening of Ice House Landing in 2002, there has been a steady stream of kayakers, canoeists, joggers, walkers, birders, and bike riders using this area. There are currently at least 10 parking spaces at the entrance to Ice House Landing, 4-5 spaces on

the wooded side, and another 5-6 spaces, including a posted handicapped space on the opposite side along an existing building. On busy weekends I have never seen more than 5-6 cars parked down at these spots. The majority of individuals parking here are boaters or walkers. Bike riders (road, touring, and mountain bikers) access this area by bike, not by driving their cars here. The current parking is sufficient and during my 2-3 trips a day down Track Road, I have never encountered anyone suggesting that parking was difficult or insufficient. There is also plenty of existing parking near the start of ARRT at the National Wildlife Refuge should people wish to bike or park and walk down the ARRT. The Maynard DPW is town owned land and there are multiple paved parking areas at the DPW that should be considered for use before destroying woodland habitats. It is perplexing why the proposal allows for 11 Parking spaces in an existing paved maintenance access road off Maple Street in Acton but for some reason 20 spaces are required in Maynard. At the public hearing, there was no answer to the question regarding who would be responsible for plowing this proposed paved parking lot in Maynard.

2) Environmental impact of installing a paved surface to Track Road.

Again, I fail to understand how Track Road can be paved with asphalt as it is within the 200 ft. exclusion zone for wetlands. The paving will greatly affect water runoff into the Assabet River. If the ARRT feels they must alter the dirt road, it must consider utilizing another substrate, such as stone dust, which is ADA compliant.

3) Safety concerns at Rt 117 and Winter Street crossing.

The direct Rail Trail road crossing over the Rt 117 highway with a mere flashing light to stop traffic is dangerous. At the Winter Street proposed crossing of Rt 117, there is a hill summit to the east of this proposed crossing which obscures the visibility of approaching cars heading west on Rt 117. From Winter Street it is difficult to turn left or go straight towards Pine Street because of the speed of the cars coming over that hill. I don't attempt this on a bike or walking and do so with trepidation in a car. The frequent presence of Maynard Police speed traps at Rt 117 near the Mobil Station and the several accidents occurring there are an indication of the problems with traffic, speed, and obeying signals in this area of Rt 117. Has a traffic study of this area of Rt 117 been conducted for this project?

At the public hearing, the reason given by MassDOT for not having a raised bridge or protected crossing of Rt 117 at this point was that it cost too much money. I do not think the State of Massachusetts should put public safety behind monetary concerns. One obvious plan the ARRT and the MassDOT should consider is using the money intended for installation of an unnecessary parking lot and paving, and instead, invest in solving this dangerous Rail Trail crossing at Rt 117 and Winter Street.

4) Safety concerns regarding a parking lot on Winter Street.

If the ARRT and Massachusetts Department of Transport feel that a 20 car parking lot is essential at Ice House Landing, then this would mean that they would expect a significant increase in traffic to use this parking lot, not just along Winter Street, but also along the following roads: Taylor, Sheridan, Driscoll, O'Moore, Espie, White, and Boeske. These

roads are frequently used by individuals in cars to access the DPW, Ice House Landing, and Track Road, instead of driving down Winter Street. These roads, including Winter Street, do not have sidewalks and many children, including my own, walk home from the Maynard Public Schools because they live too close to the schools to be bussed. These roads are also used heavily by bikers, joggers, and walkers with strollers and dogs. There is not sufficient room for two lane traffic on Boeske Avenue, a dirt road, and the added pedestrian or bike traffic makes it necessary for individuals to access lawns or driveways to avoid the cars. Increasing traffic on Boeske Avenue, which is a private dirt road in poor condition, is not in the best interest of public safety.

As pointed out at the public hearing, the speed of the traffic on Winter Street, is far in excess of the posted 20 mph. Trucks are also frequently traveling this road to access the DPW. The point at which the Rail Trail emerges onto Winter Street has a hill summit to the right of the trail exit. This area is another safety concern due to the of poor visibility for both bikers and approaching traffic.

The placement of the parking lot is also problematic on Saturdays when the DPW is open for brush, metal, and hazardous waste drop off. The line of cars stopped on Winter Street waiting to access the DPW yard is well beyond Sheridan Avenue. On these Saturdays, Winter Street becomes a one lane road due to the line of cars which will block the proposed parking entrance and exit.

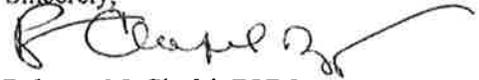
Finally, I am concerned with the lack of investment made into looking at the environmental impact of this project by MassDOT, ARRT, and AECOM Technical Services Inc. Instead of throwing out vague comments such as the following quoted from the public hearing handout-the Rail Trail will be “relieving the roadways of additional vehicles” and “reduced number of vehicles and reduced congestion which will provide an environmental benefit by reducing emissions from these vehicles” it would be beneficial to know facts. When asked how many bikers (or bike lockers) are now accessing the South Acton Station and what increase MassDOT and AECOM expected with this alternative transport via the Rail Trail, it was stated that no one had looked at these numbers. This question should be addressed as the Rail Trail will have environmental impact. Also, under the Environmental Impact Section of the public hearing handout, the only impact noted is minor grading impacts to upland slopes and culverts. There is no mention of the destruction of woodlands in Maynard for a proposed paved parking lot and paving so close to wetlands. Nor is there mention of the “aesthetic concrete boardwalk” that is actually placed in the wetlands in Acton. It is not clear to me from the public hearing comments, the handout, or the proposal itself that the environment is a major concern to the organizations involved in planning the Acton/Maynard Rail Trail.

As I mentioned previously, I do support the ARRT mission of providing a multi-use recreational Rail Trail for the general public. However, I am very concerned with lack of data gathering and environmental and safety consideration that has occurred when designing the Maynard section of the trail. It is imperative that this stunning section of trail from Rt 117 to the National Wildlife Refuge be preserved as close to its natural character as possible. The preservation of this area of trail will in turn serve to protect the Assabet River, something we all work hard to do. In addition, in the current ARRT proposal, the safety designs of the road crossings in Maynard, particularly the Winter Street/Rt 117 crossing, must be improved in order to ensure public safety.

Thank you for considering my comments. Should you need additional information, including photographs of the areas in question, please do not hesitate to contact me.

I also request that this document be read into the minutes of the June 13, 2013 MassDOT public hearing, the Town of Maynard Conservation Commission minutes, and the Town of Maynard Board of Selectman minutes.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca M. Chafel", with a long, sweeping flourish extending to the right.

Rebecca M. Chafel, DVM

Cc: Senator James Eldridge
Representative Kate Hogan
Congresswoman Niki Tsongas
Town of Maynard, Conservation Commission
Town of Maynard, Board of Selectman



DRAFT

#5-B
1

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, September 3, 2013
Room 201, Town Hall
Time: 7:00 pm

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

(This public meeting was recorded).

Pledge of Allegiance

Public Comments:

Marcia Curren, Director of Maynard Council on Aging, resident of Maynard; Marcia Curren spoke about the need for a Senior Center

Acceptance of Minutes for July 2, 2013, July 16, 2013, August 6, 2013 and August 13, 2013.

Selectman Cranshaw requested that July 16, 2013 minutes be not acted upon until issue about IM conversations be clarified. Town Administrator asked to follow up.

A motion was made by Selectman Gavin to approve the minutes for July 2, 2013 meeting. Second by Selectman Capello. Vote 4-0. Motion approved.

A motion was made by Selectman Gavin to approve the minutes for August 6, 2013 meeting. Second by Selectman Capello. Vote 4-0. Motion approved.

A motion was made by Selectman Gavin to approve the minutes for August 13, 2013 meeting. Second by Selectman Capello. Vote 4-0. Motion approved.

There followed a discussion of regular and executive session meeting minutes not yet completed. The Town Administrator indicated that some regular and many executive session minutes for the past year or two were not completed and few records of those meeting exist. He has notes since April, when the prior Town Administrator left, and will

work with the Clerk to complete the minutes. Selectman Cranshaw suggested the Board be proactive and contact the Attorney General's office for guidance about the issue.

List of Correspondences:

- 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

A motion was made by Selectman Capello to approve the list of correspondences as shown. Second by Selectman Gavin. Vote 4-0. Motion approved.

Consent Agenda

Cemetery Deed 2008 lot 194C section 18 received from the DPW on behalf of Christine McNulty.

Re-appointment for CPC member, Mike Chambers, endorsement letter from Peter Falzone of the Recreation Commission, dated August 14, 2013.

Police Department reappointments, Crossing Guards and Matrons
 Martha Shugrue, Crossing Guard term Aug 1, 2013 ~ Aug.1, 2015
 Parnell Houle, Crossing Guard term Aug 1, 2013 ~ Aug.1, 2015
 Marita Garcia, Crossing Guard term Aug 1, 2013 ~ Aug.1, 2015
 Phyliss Tower, Matron, Matron Term Aug 1, 2013 ~ Aug.1, 2015
 Bouchara Blickenstaff, Matron Term Aug 1, 2013 ~ Aug.1, 2015
 Cheryl Budrewicz, Matron Term Aug 1, 2013 ~ Aug.1, 2015

A motion was made by Selectman Capello to approve the consent agenda as shown. Second by Selectman Cranshaw. Vote 4-0. Motion approved.

Repeat request for Special permit, Octoberfest of 2012 for 2013 from Pleasant Café Special permit for One-Day Liquor License out in Public Way. Pleasant Café will serve food and drinks in area out in front of the license area. October 5, 2013.

Comment from Selectman Gavin, “At last year’s event, I found that this one event had the biggest crowd with the best pulled pork he’d ever eaten. Selectman Gavin was very pleased with the turn out and what this added to the October Fest.”

A motion was made by Selectman Cranshaw to approve the One Day Beer & Wine and Entertainment license for Pleasant Café Inc., owner, Frank Dzerkacz for Maynard Fest, October 5, 2013 from 11:00 am to 3:30 pm out in front of their property on the Public Way for the one-day event. Second by Selectman Gavin. Vote 4-0. Motion approved.

Public Hearing: 7:15 PM Liquor License # 067600020 Transfer of All Alcohol as a Common Victualler License from KLKC, Inc. to Skylight LLC at 51 Waltham Street, Maynard, MA. Application is on file in the Municipal Services Licensing Division office.

New Manager, Cyril F Clark
Applicant, John M. Anderson
Applicant, Greg Beam Johnson
Applicant, Cyril F. Clark
Applicant, Robert E. Anderson

Applicants, John Anderson and Cyril Clark had Paul F. Alphen, Esquire with them to help answer all questions with the Board. The questions primarily forced on how long before the license is in use. The applicant indicated that the intent was “to operate a restaurant at this location” but such negotiations take considerable time.

Resident, James Fulton had questions concerning the restaurant and its future but at this time applicants were in to transfer the license and manager. They made no comments about the build out plan.

Resident, Vic Tomyl made comment that that piece of property has a grandfather clause and asked their Lawyer Paul Alphen to look into that issue.

A motion was made by Selectman Cranshaw to approve the Transfer of License # 067600020 and Change of Manager, Cyril F. Clark to Skylight at 51 Waltham Street Maynard, MA. 01754. Second by Selectman Capello. Vote 4-0. Motion approved.

Cross Town Connect

HAND OUT, from Doug Halley, Health Director from Town of Acton; attached please find the Inter-Municipal Agreement (IMA) for the CrossTown Connect transportation project. The agreement was drafted and approved by Town Counsel. (Town of Acton) The Littleton Board of Selectmen unanimously voted execution of the IMA on August 19th. The Boxborough Board of Selectmen will be considering the IMA at their meeting on September 9th. We anticipate Maynard, Stow, Concord and Westford to be holding meetings for consideration during the month of September. Clock Tower Place has agreed to a Memorandum of Understanding, making them our first business partner. Note Maynard has IMA with our Town Counsel.

A motion was made by Selectman Capello to approve the Agreement for CrossTown Connect agreement once it's been reviewed by Town Council "Pursuant to MGL Chapter 40, Section 4A, the Maynard Board of Selectmen give TA, Kevin Sweet authorization to sign the execution of an Inter-Municipal Agreement (IMA) with the Towns of Acton, Boxborough, Concord, Littleton, Stow and Westford for the provision of transportation management services and establishment of the CrossTown Connect Transportation Management Association (TMA)." Second by Selectman Gavin. Vote 4-0. Motion approved.

MIIA, regulatory changes in Health Care

- **A Patient Protection and Affordable Care Act Update**
- **Guidance for issuance of the Notice of Coverage Options**
- **An advisory relative to the recent Supreme Court ruling regarding the Defense of Marriage Act**
- **A HIPAA update and new business associate agreements for execution.**

A motion was made by Selectman Gavin to approve the regulatory changes in the Health benefits Agreement for MIIA regulatory changes in Health Care and sign agreement. Second by Selectman Capello. Vote 4-0. Motion approved.

Assistant Town Administrator Discussion

TA, Kevin Sweet commented the need to fill the ATA position. He and the Board members discussed potential key job duties.

- Plan to rework job description, will construct new job position and review at next BOS meeting.

Town Administrator's Report

- **Update Reo/Coolidge, Town officials met with the Design Engineer on August 29 and reviewed all outstanding punch list items, and any potential equipment safety issues.**
- **109 Powder Mill Road, Eric Smith and K. Sweet conducted a tour of the Mill Creek Residential, Concord Mews Development including the Club House and model units.**
- **Municipal Parking Deck, we recently became aware of the condition of the parking deck and personally went out with Chris Okafor and Wayne Amico to see the issues.**
- **Employee Benefits**
- **Town Accountant, Mike Guzzo has accepted the position of Town Accountant and will be starting on September 23, 2013**

Chairman Report

- **The meeting on the 10th for BOS Goals & Initiatives, I have comments from David Gavin, still waiting for the rests of the Board to send information.**
- **Update, the Charter Review Committee just received comments from the new BOS member Selectman Cranshaw for recommendations. Will review more details on Sept 17, 2013 as agenda item.**

Old/New Business**Selectman Cranshaw**

- **From Correspondence report, (Maynard Golf Course) Clubhouse Capital Repairs paid for in lieu of lease fee payment YTD. It looks like we will need to pay them for all the repairs. Do we have over site? Yes, TA, Kevin Sweet said our Facilities Manager is working with them regarding all the repairs.**
- **We did not have the full license application in our file. TA, K. Sweet, our Municipal Service department does all licenses and permit for the Town. The records are on file with Municipal Service.**
- **Should we call a special town meeting? Chair, we will set date at next meeting.**
- **Email, Mass Grants, is anyone working one for Town. TA, K. Sweet, talked over the grant application with group and the grant application process is very detailed for any economic project.**
- **The Town Hall Office hours, is anyone collecting feedback and traffic coming in Tuesday nights? TA, has staff collecting feedback on the traffic flow**
- **The detour over the bridge at Waltham Street has some signage that is sending traffic up Summer Street and not over on to Acton Street.**
- **The roadwork being done by Verizon, don't we have a policy to notify the residents? TA, K. Sweet the policy needs to be put back in place with our Utility Companies.**

- Follow-up on email communication with TA about Mass works Infrastructure Program grants. TA and Town Planner investigated and found it not appropriate for Maynard this round
- The Town Hall Office hours, is anyone collecting feedback and traffic coming in Tuesday nights? TA, has staff collecting feedback on the traffic flow
- Regarding the bridge construction, asked if Town has any say about detours such as those in place that evening. TA indicated Town does not.
- Noted roadwork being done by Verizon related to FIOS installations and asked if Town still had an active policy about such work. TA, the policy needs to be put back in place with our utility companies.

Selectman Capello, no comments

Selectman Gavin

- Celebrate, that the new High School is open on time and students are in the new building.
- Can you TA, K. Sweet talk about the issue with the Press Release from the Maynard Police Department today (9/3)? Yes, per Chief Dubois this is the only call that we have by a male impersonating a police officer. Male with a dark colored Crown Vic. Stopped a female on Great Road on 8/22. Residents are reminded that the police officers in unmarked police cruisers will identify themselves immediately when making motor vehicle stops.
- Comment, about the visioning session on 9/19 has anyone check for conflicts with other meetings and events for that night.

Town Administrator

- AART, The Acton /Concord pieces of the Bruce Freeman Trail are being worked on by Greenman - Pedersen, Inc. (GPI) we need funds to be expended to keep our part of this project going. I want to add a CPC application for use of funds under the (Open Space/ Outdoor Recreation). Does the Board want to agree with this plan and idea?

Executive Session NO EXECUTIVE SESSION NEEDED

A motion to adjourn the meeting was made by Selectman Gavin. Second by Selectman Capello.

Vote 4-0. Motion approved.

Time: 10:15 pm

Approved: _____

Date: _____

Selectman, David Gavin, Clerk

Initials: BJM
Attachment: Cross Town Connect.

FACILITIES DEPARTMENT
August 2013
Gregg Lefter, Facilities Manager

Activity Report

FACILITIES:

- Spending most all days at the new High School
- Monthly AVVTS meetings
- Weekly New High School Meetings
- Reo and Coolidge Parks situation
- Roof repair at Police station
- Roof repairs at Fowler
- New roof on Old Marlboro Rd water building
- A/C unit repairs at Police and Town Hall
- LED Street lighting at Tiger Dr
-





Maynard Police Department

Chief Mark W. Dubois

To: Board of Selectmen

Monthly Report – AUGUST 2013

This month we are making several personnel changes due to the retirements of Sergeant Brain Quinlan and Inspector Philip Craven. The Western Massachusetts Police Academy started on August 19th with two Maynard Officers beginning their Municipal Law Enforcement careers, Andrew Patterson and Nicholas Latino. We are looking forward to their graduation in January 2014.

Sergeant Stephen Jones took over the role of Department Prosecutor and additionally will be supervising all criminal investigations. Sergeant Jones was the backup for Inspector Craven for many years and has made a seamless transition into this new role.

Detective William Duggan has been reassigned to the position of Acting Sergeant due to Sgt Quinlan's retirement. Detective Duggan was an Acting Sergeant several years ago and is a highly respected member of the department. He will be filling this position until we receive results from the October 2013 civil service Sergeants promotional exam.

Officer Richard Seeley was assigned to the position of Detective and will be the primary investigator for the department. He will be working with Sgt. Jones on all criminal investigations and special assignments.

Attached are the police department statistics for August.

Respectfully submitted,

Mark W. Dubois

Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Abandoned	0	5	5
911 Accidental	0	3	3
Abandoned Property	0	1	1
Alarm Fire/Smoke	0	3	3
Alarm, Burglar	0	25	25
Animal Complaint	0	8	8
Alcohol Offense	0	3	3
Arrest / Fugitive	0	1	1
Area check	154	1	155
Assault	0	1	1
Assist Citizen	4	17	21
Assist Fire Dept.	0	4	4
Assist Other Agency	1	5	6
B & E (Motor Vehicle)	0	2	2
B & E (Past)	0	1	1
By-Law Violation	1	2	3
Prisoner Cell Checks	0	15	15
Building Check	176	0	176
Civil Dispute	0	3	3
Disturbance	1	20	21
Disabled MV	1	0	1
Domestic Disturbance	0	9	9
Dumping, Illegal	0	2	2
Escort / Transport	1	0	1
Fire, Box Alarm	0	1	1
Fire, Structure	0	1	1
Fire, Other	0	1	1
Follow Up Investigation	2	4	6
Firearms License Processing	0	1	1
Forgery / Uttering	0	1	1
General Service	0	18	18
Harassing / Harassing Calls	0	3	3
House Check	1	0	1
Hazard	0	7	7
ID Check	0	1	1
Investigation	0	2	2
Larceny of a Motor Vehicle	0	2	2
Larceny	0	15	15
Liquor Law Violation	0	2	2
Loud Music	0	5	5
Medical Emergency	0	52	52
Mutual Aid.- Stow	0	1	1
M/V Accident w/ no injuries	0	10	10
M/V Acc.; Property Damage Only	1	0	1
M/V Accident; Hit & Run	0	4	4
Motor Vehicle Stop	169	2	171
Motor Vehicle Violation	0	12	12
Notification	0	1	1
Open door	3	1	4
Serve Paperwork	2	1	3
Parking Complaint	0	5	5
Property Damage	0	2	2
Found / Lost Property	0	2	2
Radar Enforcement	16	0	16
Serve Restraining Order	0	2	2
Soliciting	0	3	3
Suicide / Threat	0	1	1
Suspicious Activity	7	43	50
Threatening to Commit a Crime	0	1	1
Traffic Enforcement	4	0	4
Trespassing	1	9	10
Traffic Hazard	1	2	3
Unwanted Party	0	3	3
Vandalism	1	9	10
Serve Warrant	0	2	2
Well Being Check	0	8	8
Wire Down	1	2	3
TOTAL	548	373	921



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

Water & Sewer

WWTP

To: Board of Selectmen

From: Christopher Okafor, Operations Manager

Date: September 11, 2013

Re; Monthly Report – August 2013

Administration: Submitted by Christopher Okafor, Operations Manager

Some of the major issues worked on in the month of August 2013 include:

- Analysis of DPW – ongoing
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- Reviewing Cemetery duties – on going
- Cemetery – moved administrative functions to DPW Main Office
- Accepting bids – Mockingbird Lane Sewer Pump Station Replacement Project
- Prepared bids specifications and advertised for Bituminous Concrete Sidewalk and driveways
- Prepared bids specifications and advertised for Concrete Sidewalk and driveways
- Prepared and RFP and advertised for Municipal Pavement Management System
- Working with the on call Engineer (VHB) in evaluating various projects (Reo & Coolidge Parks, WWTP, etc.).
- Working with consultants on Water & Sewer I / I programs
- Training Programs
- Monitoring Trash/Recycling programs Contract – monthly meeting with contractor
- Analysis of DEP staff requirement at WWTP – on going
- Reo and Coolidge Parks
- Water Abatement
- Implementation of Level 1 Water Restrictions
- WWTP – Sludge handling/hauling

Water and Sewer Division:

Submitted by Tim Mullally, Foreman

- Repair hydrant at 117 Acton Street. Was hit by a car and put back into service Fire Department notified.
- 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
- Shut down and water main going to new high school so MDS could cut and cap pipe, new water main now in service looped from Field Street
- Repair hydrant hit by a car at Walnut and Thompson Streets now back in service Fire Department notified
- Sewer block at Walnut Street bridge
- Shut off water at new bridge job on Summer Street. Contractor could pour proper thrust blocks as mandated by Mass DOT
- All meters and instruments at the three water treatment plants have been calibrated.

Highway Division:

Submitted by Joe Foster, Foreman

- Our primary focus this month was Painting crosswalks, arrows, lane lines and parking stalls
- Spent five days screening the compost pile and sweepings
- We repaired and built three drainage structures on Paul Road, Euclid Avenue, Mayfield @ Brooks
- Spent five days painting tow wide
- Spent one day replacing stop signs town wide
- Three internments
- Sweeping mains for painting
- Repairing street lights town wide
- Summer help – weed whacking and mowing Town wide, cemetery, sidewalk, curbs, cutbacks, etc.
- We continued to assist other Departments as needed with manpower or equipment as requested including driving three days driving tanker for WWTP.



September 11, 2013

To All Citizens of the Town of Maynard and Other Interested Parties:

Please be advised that the Maynard Board of Selectmen, acting at their September 10, 2013 Board of Selectmen's meeting voted four to zero: "To set the date and time for Special Town Meeting at 7:00 PM. on Monday, November 4, 2013 respectively and to designate the Fowler School Auditorium, Time 7:00 pm, Special Town Meeting."

Event: Special Town Meeting

Date: November 4, 2013

Time: 7:00 pm

Place: Fowler School Auditorium

3 Tiger Drive

Maynard, MA. 01754

Sincerely,


Kevin Sweet, Town Administrator
195 Main Street
Maynard, MA. 01754



PUBLIC NOTICE
TO
TOWN OF MAYNARD RESIDENTS

Please be advised that the Maynard Board of Selectmen, acting at the September 10, 2013 meeting voted: **“To set the date and time of a Special Town Meeting as 7:00 PM. on Monday, November 4, 2013 as the date for Special Town Meeting and to designate the Fowler School Auditorium as the location for this Special Town Meeting.”** Accordingly, the deadline for the receipt of citizens’ petition warrant articles by the Board of Selectmen is Friday, October 4th 2013.

Warrant will be available at Town Hall on October 11, 2013, and also on the Town Web site.

Fall 2013 Special Town Meeting Timeline

Tuesday, September 10, 2013	Board of Selectmen vote to a Special Town Meeting on November 4, 2013 at 7:00pm at the Fowler Middle School Auditorium.
Wednesday, September 11, 2013	Board of Selectmen (Town Administrator) gives notice to all Town Agencies, Town Officers and Chairpersons of Multiple Member Committees. <i>Deadline imposed by Town Administrator (Charter is silent on this notification for STM)</i>
Tuesday, September 10, 2013	Board of Selectmen publishes notice of the calling of Special Town Meeting. <i>Section 2-5 Maynard Town Charter: BOS to publish notice at least 45 days prior to STM September 12th is Beacon deadline)</i>
Friday, September 20, 2013	Deadline for submittal of all draft warrant articles to Board of Selectmen by Town Agencies, Boards and Committees (Funding amount and source required). <i>Deadline imposed by Town Administrator</i>
Monday, September 30, 2013	FinCom recommendations, comments and reports due for STM. <i>Must be done before BOS approves STM Warrant.</i>
Friday, October 4, 2013	Deadline for submittal of Citizens Petition Warrant Articles STM; referred to Section 2-7 C.2 Maynard Town Charter. Citizens Petitions must be received at least 30 days prior to STM.
Tuesday, October 8, 2013	Board of Selectmen vote to approve Special Town Meeting Warrant. <i>Last meeting before Beacon deadline before publishing deadline.</i>
Wednesday, October 9, 2013	Special Town Meeting Warrant to be printed (400 copies) <i>Printing deadline (Earliest time available after printing of STM)</i>
Thursday, October 17, 2013	Special Town Meeting Warrant published in Beacon. <i>Town of Maynard By-Laws, Chapter 1, Section 1 - the warrant for the Annual Town Meeting, and any and all Special Town Meetings, shall be printed in a local publication or delivered to each household, at the discretion of the Board of Selectmen, and made available at the Town Building and Post Office at least 14 days prior to the meeting. The Warrant shall state the time and place at which the meeting is to convene and, by separate articles, the subject matter to be acted upon.</i>
Monday October 21, 2013	Post Meeting Notice of STM
	<i>Town Bylaw, Section 1A: Town Meeting shall be notified by posting an attested copy of the warrant calling the same, one at the Post Office, and at each of the ten (10) other public places in Town, seven (7) days at least before the day appointed for said meeting.</i>
Monday, November 4, 2013	Special Town Meeting

Date Posted: September , 2013

TOWN OF MAYNARD

MEETING NOTICE

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

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

ZONING BOARD OF APPEALS

Address of Meeting: 195 Main Street, Maynard

Room: 101

Monday, September 16, 2013

7:00 p.m.

M T W T H F

Month

Date

Year

Time

AM/PM

Agenda or Topics to be discussed listed below

1. Approval Minutes of previous meeting (s): **July 15, 2013**
2. 7:00 p.m. Petition of Seawitch, Inc., 175 Main Street, Maynard, Map 14-Parcel 187 for a Variance from the Dimensional Regulations within Section 4.1.1. of the Maynard Zoning Bylaw related to minimum lot area, minimum yard area and maximum coverage for said lot located in the Business District.
3. 7:15 p.m. Petition of Stephen Trouskie, 39 Great Road, Maynard, Map 18-Parcel 211, for a Special Permit pursuant to Maynard Zoning Bylaw, Section 3.0 for a Private Kennel. (rescheduled from Monday, August 19, 2013 at 7:15 p.m.)
4. 7:30 p.m. Petition of Dimopoulos Realty Trust, 170 Main Street, Maynard, Map 14-Parcel 130, for a Special Permit pursuant to Maynard Zoning Bylaw, Section 5.1.3, for reconstruction and alteration/extension of the existing structure on the property referred to as Jimmy's Garage.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Paul Scheiner, Chairman

Posted by: Eric R. Smith, AICP, Town Planner

Date: September --, 2013

Becky Mosca

From: Trish Domigan <PDomigan=VHB.com@createsend4.com> on behalf of Trish Domigan <PDomigan@VHB.com>
Sent: Friday, August 30, 2013 3:46 PM
To: Becky Mosca
Subject: ACEC/MMA Client Alert: Request for Chapter 90 Funding Release

WEB VERSION | PREFERENCES | FORWARD



ACEC/MMA seeks your help as they ask Governor Deval Patrick to release Chapter 90 funding balance

ACEC, working with the Massachusetts Municipal Association (MMA), is seeking input from municipalities that have been unable to complete projects due to reduced Chapter 90 funding. If your municipality has been affected by the reduced Chapter 90 funding, please fill out the downloadable form, linked below, and return it to ACEC/MMA. They will be using the completed forms to demonstrate the need to release the funds.

[Click here to download the form.](#)

Please forward the completed form, due **Thursday, September 5, 2013**, to (fax) 617.695.1314 or vsclafani@mma.org



Background

The Massachusetts Municipal Association (MMA) is gathering specific examples of projects that have been canceled or delayed due to the Governor's choosing not to release the full amount of Chapter 90 funds for transportation projects this construction season. ACEC/MA works in coalition with MMA on many issues, including issues like Chapter 90 funding reductions.

Please complete the form ([download the form](#)) and return it to the address below. If you need help, please contact MMA or VHB at the addresses below:

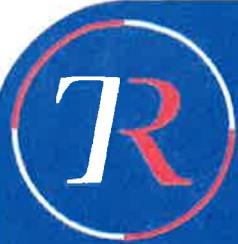
Victoria Sclafani
Research and Administrative Assistant, MMA
Fax: 617.695.1314



vsclafani@mma.org

ACEC and MMA will use this information to:

1. Urge the Governor to release the full amount of Chapter 90 before this



IN THIS ISSUE

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BICYCLE AND PEDESTRIAN DATA COLLECTION CONTINUES

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MPO ENDORSES FFY 2014 UNIFIED PLANNING WORK PROGRAM

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MBTA DELAYS CLOSURE OF GOVERNMENT CENTER STATION

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DETOUR PLAN IN PLACE FOR LONGFELLOW BRIDGE REHABILITATION PROJECT

Page 4

MPO TO HOLD ELECTIONS ON OCTOBER 30

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MPO ACTIVITIES

Page 6

MPO Amends Long-Range Plan and Approves Four-Year Finance Plan

CANTON INTERCHANGE PROJECT TO BEGIN IN 2014

Construction can begin on the state-funded \$238 million Canton Interchange Project next year, following the endorsement of a funding plan by the Boston Region Metropolitan Planning Organization (MPO) in July of this year.

The MPO voted to amend its Long-Range Transportation Plan (LRTP)—and to approve its Federal Fiscal Years (FFYs) 2014–17 Transportation Improvement Program (TIP), which includes the Canton project—to address planned changes to the project's construction schedule and financing.

Prior to the MPO's action in July, the Canton Interchange Project was scheduled to be constructed using federal funding between FFYs 2021 and 2025. Now, the project will be fully funded with state funds and completed by FFY 2020. Even though federal funds will not be used, the MPO's endorsement was required because the scope and cost of the project require it to be documented

in the LRTP, which includes the regionally significant projects planned for the next 20 years. Changes to the LRTP are also

reflected in the TIP, a four-year finance plan documenting highway and transit projects that will be constructed between October 2013 and September 2017.

The Canton Interchange Project will address congestion at the interchange of Interstates 93 and 95 in Canton, which is one of the locations in the region with the highest number of vehicle crashes. The project will be constructed in three phases.



Canton Interchange (Source: MassDOT)

The amended Long-Range Transportation Plan and the FFYs 2014–17 Transportation Improvement Program are available on the MPO's website, www.bostonmpo.org.

The members of the Boston Region MPO: Massachusetts Department of Transportation, Cities of Beverly, Boston, Everett, Newton, Somerville, and Woburn, Federal Highway Administration, Federal Transit Administration, Massachusetts Bay Transportation Authority, Massachusetts Bay Transportation Authority Advisory Board, Massachusetts Port Authority, Metropolitan Area Planning Council, Regional Transportation Advisory Council, Towns of Arlington, Bedford, Braintree, Framingham, Lexington, Medway, and Norwood

For the most recent information on the following public meetings and others that may have been scheduled after *TRANSREPORT* was released, go to www.bostonmpo.org or call 617-973-7100 (voice) or 617-973-7089 (TTY). A photo ID is required to access most meeting sites.

**AT THE STATE
TRANSPORTATION
BUILDING, 10 PARK
PLAZA, BOSTON**

September 11 (Wednesday)

MassDOT: Public-Private Partnership Infrastructure Oversight Commission. Suite 3860. 1:00 PM

Regional Transportation Advisory Council. Conference Rooms 2 and 3. 3:00 PM

September 18 (Wednesday)

MassDOT: Statewide Coordinating Council on Community Transportation: Kick-off Meeting. Conference Rooms 1 and 2. 11:00 AM

September 25 (Wednesday)

Access Advisory Committee to the MBTA: Board of Directors. Conference Rooms 2 and 3. 10:00 AM to 12:00 noon

Access Advisory Committee to the MBTA. Conference Rooms 2 and 3. 1:00 PM to 3:00 PM

MassDOT Board of Directors. Location to be determined. 1:00 PM

September 30 (Monday)

MBTA Rider Oversight

Calendar continued on p. 3

MPO to Vote on FFY 2013 TIP Amendment in September

In August, the MPO began to take action to amend the federal fiscal year (FFY) 2013 element of the currently active FFYs 2013–16 Transportation Improvement Program (TIP). The proposed amendment would affect only those projects that were scheduled for construction between last October and this September.

This proposal represents the MPO's yearly action to

account for cost and schedule changes to projects prior to September 30, the close of the federal fiscal year.

The MPO has released draft Amendment Six of the FFYs 2013–16 TIP for a 30-day public review period, which closes on September 4. The MPO is scheduled to vote on the amendment at its September 12 meeting. Public comments will be accepted at the meeting.

Draft Amendment Six of the FFYs 2013–16 TIP is available on the MPO's website, www.bostonmpo.org.

Copies may also be obtained by contacting the MPO staff via the addresses and methods listed on the last page of this newsletter.

Plans for Automated Toll Collection on Turnpike and Harbor Crossings

MASSDOT PROGRAM TO PILOT ON TOBIN BRIDGE NEXT YEAR

MassDOT is planning to replace the existing tolling systems for the Massachusetts Turnpike and the Boston Harbor crossings—the Williams Tunnel, the Sumner/Callahan Tunnels, and the Tobin Bridge—with an all-electronic tolling system. A pilot program to test the new toll collection method is scheduled to go into effect next spring on the Tobin Bridge, prior to implementation systemwide.

The new tolling system would allow for the removal of toll plazas and eliminate cash transactions. A vehicle in a toll zone would pass under a gantry, which would either detect a driver's E-ZPass transponder or take a photo of the vehicle's license plate. Drivers who have an E-ZPass would see the tolls on their E-ZPass statements.

Others would be billed through the mail.

The new system would, according to MassDOT, provide benefits in terms of improved safety and traffic flow, as vehicles would no longer have to weave, merge, and change speed as they enter and leave toll zones. In addition to reducing congestion and easing traffic con-

flicts, the new system would reduce MassDOT's costs of operating its toll facilities.

This summer, MassDOT released for public review an Environmental Notification Form, which was prepared for the project's MEPA consultation, and held public informational meetings about the project during the review period.



MassDOT plans to launch a new all-electronic tolling system on the Tobin Bridge starting in the spring of 2014.

Calendar continued from p. 2

Committee. Conference Rooms 1, 2, and 3. 5:00 PM to 7:00 PM

October 3 (Thursday)

Boston Region Metropolitan Planning Organization. Conference Rooms 2 and 3. 10:00 AM

October 9 (Wednesday)

Regional Transportation Advisory Council. Conference Room 4. 3:00 PM

October 17 (Thursday)

Boston Region Metropolitan Planning Organization. Conference Rooms 2 and 3. 10:00 AM

October 23 (Wednesday)

Access Advisory Committee to the MBTA: Board of Directors. Conference Rooms 2 and 3. 10:00 AM to 12:00 noon

Access Advisory Committee to the MBTA. Conference Rooms 2 and 3. 1:00 PM to 3:00 PM

MassDOT Board of Directors. Room 3830. 1:00 PM

October 28 (Monday)

MBTA Rider Oversight Committee. Conference Rooms 1, 2, and 3. 5:00 PM to 7:00 PM

AT OTHER BOSTON AREA LOCATIONS

September 12 (Thursday)

Boston Region Metropolitan Planning Organization. Location to be determined. 10:00 AM

September 18 (Wednesday)

MassDOT Public Meeting: Silver Line Gateway

Calendar continued on p. 4

Bicycle and Pedestrian Data Collection Continues

VOLUNTEERS NEEDED FOR SEPTEMBER COUNTS

The Central Transportation Planning Staff (CTPS), which is the staff to the Boston Region MPO, is continuing its drive to collect data on the usage of bicycle and pedestrian facilities across the region, and is recruiting volunteers to help with this initiative in September.

The most recent volunteer event took place on the weekend of July 4, when volunteers were stationed at bicycle and pedestrian facilities across the region—ranging from urban locations like Cambridge to trails such as the Assabet River Rail Trail in the western suburbs—to count passing bicyclists, pedestrians, and other non-motorized users of these facilities.

The data that they collected on peak summer and holiday usage contributed to the Boston Region MPO's

Bicycle/Pedestrian Count Database.

The database is a resource that is used for bicycle and pedestrian planning activities in the region and is maintained as part of the MPO's Livability Program, which aims to improve access to safe, healthy, efficient, nonmotorized transportation options in the region.

Volunteers are invited to participate in the next bicycle and pedestrian count, which will occur on the following dates:

- Tuesday, September 10
- Wednesday, September 11
- Thursday, September 12
- Saturday, September 14

A list of priority locations, including off-road trails and

on-street segments, will be posted on the MPO's website prior to the event.

Volunteers may choose a location and offer to count for either a 12-hour period (7:00 AM to 7:00 PM) or during the peak periods of a particular day. On weekdays, the morning peak period is from 7:00 AM to 9:00 AM, and the evening peak period is from 4:00 PM to 6:00 PM.

The Saturday peak period is from 12:00 noon to 2:00 PM.

Those interested in participating in the September counts are invited to contact Beth Isler, CTPS Bicycle and Pedestrian Coordinator, at bisler@ctps.org or 617-973-7092.



MPO Endorses FFY 2014 UPWP

The Boston Region MPO endorsed the federal fiscal year (FFY) 2014 Unified Planning Work Program (UPWP) on July 11 and subsequently submitted it to the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) for their review and approval.

The MPO prepares a UPWP each year to outline the transportation planning activities that its staff will conduct in the coming year and to

document other significant transportation planning studies that will be occurring in the region.

With the approval of FHWA and FTA, the FFY 2014 UPWP will go into effect on October 1, 2013.

Activities for developing the FFY 2015 UPWP will begin this fall.

The FFY 2014 Unified Planning Work Program is available on the MPO's website, www.bostonmpo.org.

For more information, contact Michelle Scott, UPWP Manager, at 617-973-7119 or at msscott@ctps.org.

Calendar continued from p. 3

Alternatives Analysis Project. *Chelsea City Hall, 500 Broadway, Chelsea.* 6:00 PM to 8:00 PM

September 19 (Thursday)

Boston Region Metropolitan Planning Organization. *Academy Building, Cushing Memorial Park, Dudley Road, Framingham.* 10:00 AM

September 23 (Monday)

Statewide Coordinating Council on Community Transportation: Kick-off Meeting. *Executive Office of Elder Affairs, Manning Conference Room, 5th Floor, One Ashburton Place, Boston.* 11:00 AM to 12:00 noon

September 24 (Tuesday)

MassDOT Public Hearing: Washington Street (Route 53) Phase 4B Reconstruction Project. *Hanover Town Hall, 1st Floor Hearing Room, 550 Hanover Street, Hanover.* 7:00 PM

September 25 (Wednesday)

MassDOT Public Hearing: Needham Street Bridge over Great Ditch Project. *Francis O'Brien Meeting Room (Selectmen's Chambers), 26 Bryant Street, Dedham.* 7:00 PM

October 30 (Wednesday)

MAPC Fall Council Meeting and MPO Elections. *Seaport Hotel, One Seaport Lane, Seaport World Trade Center, Boston.* 3:00 PM

The MPO complies with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA) of 1990, and other federal

Calendar continued on p. 5

MBTA Delays Closure of Government Center Station

MassDOT officials have delayed the two-year closure of the Government Center MBTA station, which was scheduled for reconstruction this fall, until next spring.

The decision was made to avert commuter gridlock since two main avenues into

downtown Boston are also going to be under construction.

The Longfellow Bridge, connecting downtown Boston to Cambridge, was partially shut down beginning this summer for a three-and-a-half-year rehabilitation project.

In addition, the Callahan Tunnel, connecting downtown Boston to East Boston and Logan Airport, will be completely closed for three months this winter, from late December through March.

Detour Plan in Place for Longfellow Bridge Rehabilitation Project

Work began this summer on the rehabilitation of the hundred-year-old Longfellow Bridge, which spans the Charles River from Boston to Cambridge. Last rehabilitated more than 50 years ago, the bridge requires work to address structural deficiencies, upgrade its structural capacity, bring it up to modern codes, and meet accessibility guidelines. The work, which is funded through the Commonwealth's Accelerated Bridge Program, will take three and a half years to complete.

While construction is underway, only one lane will be open on the bridge, for Boston-bound traffic. Cambridge-bound traffic is being detoured either eastbound on Storrow Drive and over the Charles River Dam Road onto Edwin H. Land Boulevard in Cambridge, or westbound on Storrow Drive to the Harvard (Massachusetts Avenue) Bridge. Red Line subway service and bicycle and pedestrian access will be maintained on the bridge throughout the construction period.



The historic "Salt and Pepper" towers will be preserved as part of the rehabilitation of the Longfellow Bridge. (Rendering: Rosales + Partners)

The bridge will be closed to vehicular traffic, except for MBTA buses and emergency vehicles, on 25 weekends during the construction period. On those weekends, Red Line subway service will be replaced by MBTA bus service. Buses will pick up and drop off passengers at Park Street, Charles/MGH, and Kendall/MIT stations. While bicycle and pedestrian access will be maintained, bicyclists will be asked to walk their bicycles across the bridge. The next scheduled dates for these weekend closures are September 14-15, October 19-20, October 26-27, and November 2-3.

The City of Boston's Traffic Management Center (TMC) is monitoring over 300 traffic cameras and actively adjust-

ing traffic signal timings in the affected areas while the detour is in effect. A detour planning team—which includes representatives from the State Police, Boston and Cambridge police, MassDOT, city traffic planning departments, emergency services departments, the business community, and area hospitals—will be reconvening to plan for post-Labor Day traffic.

For questions or to report issues or concerns, please contact the project team at 617-519-9892 or longfellowbridge@state.ma.us. Project details, including traffic and construction updates, can be found at www.mass.gov/massdot/longfellowbridge.

Calendar continued from p. 5

and state nondiscrimination statutes and regulations in all programs and activities. The MPO does not discriminate on the basis of race, color, national origin, English proficiency, income, religious creed, ancestry, disability, age, gender, sexual orientation, gender identity or expression, or military service. Any person who believes herself/himself or any specific class of persons to have been subjected to discrimination prohibited by Title VI, the ADA, or other nondiscrimination statute or regulation may, herself/himself or via a representative, file a written complaint with the MPO. A complaint must be filed no later than 180 calendar days after the date on which the person believes the discrimination occurred. A complaint form and additional information can be obtained by contacting the MPO (see below) or at www.bostonmpo.org.

Meeting locations are accessible to people with disabilities and are near public transportation. Upon request (preferably two weeks in advance of a meeting), every effort will be made to provide accommodations such as assistive listening devices, materials in accessible formats and in languages other than English, and interpreters of American Sign Language and other languages. Please contact the MPO staff at 617-973-7100 (voice), 617-973-7089 (TTY), 617-973-8855 (fax), or publicinformation@ctps.org (email).

MPO to Hold Elections on October 30

NOMINATIONS DUE SEPTEMBER 27

Elections for two of the 12 elected municipal seats on the Boston Region MPO will be held at the Fall Council Meeting of the Metropolitan Area Planning Council (MAPC) on Wednesday, October 30, at 3:00 PM at the Seaport Hotel, next to the Seaport World Trade Center, in Boston.

Up for election are the seats representing two MAPC subregions: the Inner Core Committee and the MetroWest Regional Collaborative (see map below). Any chief elected official of a municipality within

those subregions is eligible to run provided the candidate receives nominations from five municipalities within the 101-municipality Boston region. A chief elected official may nominate his or her own municipality and that nomination will count as one of the five necessary to put the municipality on the ballot.

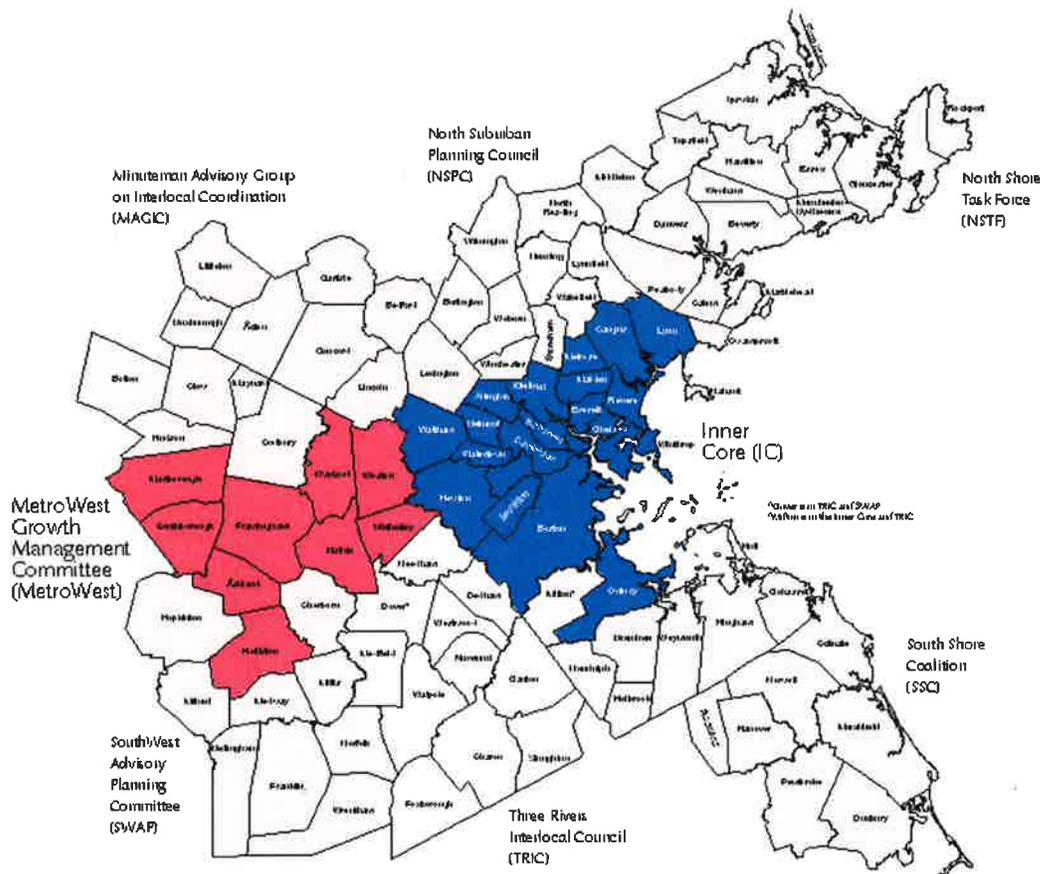
The newly elected members will serve a three-year term. Their responsibilities will include programming financial resources for the Boston region's surface transportation system, the preparation and approval of several plans and programs—including the Transportation Improvement

Program, Unified Planning Work Program, and Long-Range Transportation Plan—and ensuring that those plans and programs are in conformity with applicable federal laws.

Nomination papers and "statements of candidacy" are due to MAPC by 5:00 PM on Friday, September 27, 2013, and must be filed in person or by mail to the following address:

Metropolitan Area Planning Council, 60 Temple Place, 6th Floor, Boston, MA 02111, Attention: MPO Elections.

Subregions of the Boston Region MPO Area



BOSTON REGION MPO ACTIVITIES

MPO ACTIONS

This summer the Boston Region MPO focused on finalizing three of its certification documents: the federal fiscal year (FFY) 2014 Unified Planning Work Program, the FFYs 2014–17 Transportation Improvement Program (TIP), and Amendment Two of the Long-Range Transportation Plan. It also released draft Amendment Six of the FFYs 2013–16 TIP for a 30-day public review period. (For more details, see the articles on pages 1, 2, and 3.) The MPO will resume work on the review and approval of upcoming studies and projects in September.

REGIONAL TRANSPORTATION ADVISORY COUNCIL UPDATE

At the Advisory Council's July meeting, Thomas P. Glynn, Chief Executive Officer and Executive Director of the Massachusetts Port Authority (Massport), discussed the current activities at the agency. Mr. Glynn addressed service expansion and overall growth patterns that affect Massport and its mission.

Also this summer, the Advisory Council sent a comment letter to the Boston Region MPO regarding the revision of the federal fiscal years (FFYs) 2014–17 Transportation Improvement Program and Amendment Two of the Long-Range Transportation Plan.

The election process for new officers for the upcoming year also got underway. The Election Committee met in July to identify nominees for chair and vice chair from the Committee.

The nominations will be made at the Advisory Council's monthly meeting in September, and nominations from the floor will also be accepted. The election of officers will take place at the October meeting of the Advisory Council.

At the next Advisory Council meeting, on September 11, Dr. Beverly Scott (to the right), MBTA General Manager and MassDOT Rail and Transit Administrator, will address the Advisory Council.



ACCESS ADVISORY COMMITTEE TO THE MBTA (AACT) UPDATE

MBTA customers with accessibility needs now have more options for learning ways to navigate the MBTA system. The Ways 2 Go Travel Training Program was launched in July by the MBTA and its partner agency, Ways 2 Go, an affiliate of the Somerville-based paratransit agency SCM Transportation. The Ways 2 Go Travel Training Program is designed to work in conjunction with the MBTA's System Orientation Training Program and to provide personalized instruction on how to use the MBTA's buses and trains. MBTA customers who would like to receive travel training may call 617-222-5237 or email howtotravel@mbta.com.

On November 20, AACT will hold an accessible transportation summit that will be open to the public. For more information, please contact Janie Guion, at 617-973-7507 or AACT@ctps.org.

TRANSREPORT

PUBLISHED BY THE
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PLANNING
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Kevin A. Sweet
Assistant Town Administrator
Executive Director

Board of Health
Conservation Commission

Building & Inspections
Licensing

Board of Appeals
Planning Board

Legal Notice - Maynard Planning Board

Pursuant to Massachusetts General Laws, Chapter 40A, the Maynard Planning Board will hold a public hearing on **Tuesday, September 24, 2013 at 7:05 p.m.** at the Maynard Town Building, 195 Main Street, Maynard, Room 201 to discuss the following proposed changes to the **Maynard Protective Zoning Bylaws**:

Proposed Changes: Table of uses

To amend the **Table of Uses in Section 3.1.2 Table A, Use Regulations, Principal Uses 4. Business Uses**, by changing the allowed use of Supermarket, such that "Supermarket, up to 50,000 square feet" in the Business District (B) and Health Care/Industrial (HCI) would be allowed subject to Special Permit from the Planning Board ("PB"). In addition "Supermarket, greater than 50,000 square feet" in the Business District (B) and Health Care/Industrial (HCI) would be changed to a prohibited use ("N").

Further, to change the allowed use of Supermarket, such that "Supermarket, up to 20,000 square feet" in the Central Business District (CB) would be allowed subject to Special Permit from the Planning Board ("PB"). In addition "Supermarket, greater than 20,000 square feet" in the Central Business District (CB) would be changed to a prohibited use ("N").

A copy of the Proposed Zoning Bylaw Changes are on file with the Town Clerk's Office, the Planning Board office and the Town's website (www.townofmaynard.net) under Planning Division.

Bernard Cahill, Chairman
Maynard Planning Board



978-8971059

TOWN OF MAYNARD
**GREEN COMMUNITIES
COMMITTEE**
MAYNARD, MASSACHUSETTS
01754

LEGAL NOTICE

The Maynard Green Community Committee will hold public meeting on Wednesday, September 18, 2013 at 8:30 a.m. in the training room at the Maynard Police Station, 197 Main Street, Maynard.

Gregg Lefter, Chair, Green Committee
Posted: Marie Morando, Clerk, Green Committee
September 10, 2013

Becky Mosca

From: DLS_Alerts@dor.state.ma.us
Sent: Tuesday, September 10, 2013 2:09 PM
To: Becky Mosca
Subject: Announcing \$4 Million in Funding for Third Round of CIC Grants

Patrick Administration Announces \$4 Million in Funding for Third Round of Community Innovation Challenge Grants

Secretary of Administration and Finance Glen Shor today announced the third round of Community Innovation Challenge (CIC) grants at the September meeting of the Local Government Advisory Commission. Building on two successful rounds of CIC grant funding, this round of grants totaling \$4 million will help support local government regionalization projects and other initiatives designed to deliver local services more effectively and efficiently.

"As a Commonwealth, it is in our shared interest to provide communities with tools and resources to enhance local government services," said Secretary Shor. "Governor Patrick is committed to working with cities and towns as well as our partners in the state legislature to increase local cooperation and make government at all levels more efficient and effective in the delivery of services for our residents."

CIC grants provide financial support for one-time or transition costs related to innovative regionalization and other efficiency initiatives in local governments. Since 2012, the Patrick Administration has provided \$6.25 million to fund 49 unique projects involving 197 cities and towns across the Commonwealth. These projects include facilities management, public safety, public health, education and environmental protection, financial services, information technology, public works, transportation, library services, veterans' services, and housing.

Examples of successful programs to date include:

- The Manchester-Essex Regional School District received funding to develop an in-district program for upper elementary school students with dyslexia. In the first year of the program, the District saved an estimated \$165,000.
- The City of Boston received a grant to expand their Commonwealth Connect App to 53 other municipalities. Commonwealth Connect is a smart phone app that encourages civic engagement by allowing residents to interact with municipal governments by reporting issues such as potholes and down street signs. The program also allows municipalities to track how quickly they respond to citizen requests.
- The Franklin Regional Council of Governments received a \$19,900 grant to work with the Franklin County Sheriff's Office to develop a regional dog officer and kennel program that serves 10 municipalities. In the first seven months of the kennel's operation, 90 dogs were kenneled, 23 were adopted, and the kennel raised \$5,000 in donations.

Regionalization and other efforts to streamline government services have been increasingly important at the local level. Providing municipalities with the resources to collaborate on shared initiatives allows for reduced costs, improved services and increased efficiency. Through programs like the CIC



Maynard Golf Course Town Appreciation Day

Saturday October 5th we invite all Maynard residents and
Town Employees to a free round of golf.

Come check out the golf course, function hall, and bar.

Call the Pro shop 978-637-2268 to reserve your tee time.

Check us out at Maynardgolf.com and make sure and like
us on Facebook



MAYNARD GOLF COURSE RE-USE COMMITTEE

Monday, September 16th, 2013 @ 7:00 PM

Town Hall
Lower Level
Mtg. # 16-2

- **Committee:**
 - Open meeting, verify quorum
 - Approve minutes from August 12th, 2013 meeting

- **Full Committee:**
 - Open Comments from Public
 - Review visit to Golf Course on Friday 9/6/13
 - 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 Fall:
 - October 7th
 - October 21st

Chairperson: Mark Grundstrom Posted by: Mark Grundstrom Posting date: September 11, 2013

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

This agenda is subject to change.



REMEMBERING
Maynard's Own

Remembering Maynard's Own
P.O. Box 268
Maynard, MA 01754

Visit us on Facebook
to learn more about
the upcoming fund-raisers.

September 2013

The Remembering Maynard's Own Fund pays for activity fees for students at the Maynard High School that cannot afford them. To date, it has paid \$40,000 for over 200 MHS students since its founding in 2004

Dear Friends and Family,

Maynard High School has a mandated fee for any high school student that wishes to participate in any activity at the Maynard High School. This includes band, WAVM, music or sports. The fee is \$400 per year. Ten to fifteen percent of the high school population cannot pay these mandated fees and as a result, are not allowed to participate in any activities at the Maynard High School.

In 2004, the Remembering Maynard's Own Fund was created to help students pay mandated fees so they could participate in their chosen activity. Although their identities are confidential, they make up a very talented and intellectual group of individuals whose names are routinely found on the sports pages as well as the MHS Honor Roll list. Several of these students have secured major scholarships as a result of their participation in sports and activities as well as their academic achievements.

"My Mom got the bill from the school just the other day and has told me I need to return my uniform after vacation week. My family cannot afford the fees at this time."

The quote above is from a student who applied for a scholarship to participate in track and field. With the new high school opening, there will be an additional 10-13 students who will be requesting scholarships this year. This equates to \$5200 that the fund will need to come up with to support these deserving individuals. The 2012 fundraising was below previous years and the reality is that donations to RMO have been declining for the past 4 years. For the first time since it was founded, the fund will not be able to cover all eligible scholarships and we are going to have to turn students away that are asking for help. The impact of this is not only a negative situation for the applicant, it will also impact the sport or activity itself as RMO has funded the majority of students in several programs which, without our help, will not meet their minimum quota of students necessary to constitute a team.

"I can't pay the \$400 fee because I don't have enough money. I work in a part time job and help my Mom pay the rent and things that we need so I am asking for a scholarship because I want to play sports like football."

MHS students, parents and supporters of RMO are all doing what they can to help raise money for activity fees but without corporate sponsors will be extremely difficult to get through the 2013-14 year. Although we would love a \$5000 donation, we can keep the fund running with multiple \$5 and \$10 donations. We know that times are tough and unpredictable but we are hoping you may be able to consider a small gift to RMO.

If you have previously made a donation to RMO, we would like to thank you for your kindness and generosity. You have made a big difference in the lives of many kids at the MHS and this fund would not be possible without your ongoing support.

The RMO Fund is a private non-profit fund which is not part of the general school budget. All donations, regardless of the denomination, are tax deductible and very much appreciated by the recipients of the fund. If you are interested in making a contribution and a difference in a future MHS Alumni's life, **please make your check payable to: Remembering Maynard's Own, PO Box 268, Maynard MA 01754.** If you would like to participate in or help with one of our fundraisers, please write to us at ddahill@msn.com so we can add you to our RMO distribution list or visit us on Facebook at Remembering Maynard's Own to learn about our upcoming fund raising events.

With Heartfelt Thanks,
Remembering Maynard's Own, Board of Trustees

SEASONAL FLU CLINICS

For Town of Maynard Employees

Tuesday – October 15th

8:30am - 9:30am

Lower Meeting Room at Town Hall

&

2:00pm – 4:00pm

Fowler Middle School Auditorium



✓ Vaccines are FREE to all employees!

Please be sure to bring your insurance card with you to the clinic



*Clinics hosted by the Board of Health
and staffed by Emerson Home Care*



SEASONAL FLU CLINIC

For Maynard Residents Age 65+

Tuesday – October 15th

10:00am – 11:30am

Union Congregational Church

✓ Vaccines are FREE!



Please be sure to bring your insurance card with you to the clinic



*Clinics hosted by the Board of Health
and staffed by Emerson Home Care*



Public Health
Promote. Preserve. Protect.

SEASONAL FLU CLINIC

(for Maynard Residents only)

Saturday – October 19th

*Fowler Middle School
Auditorium*

10:00am-noon



Residents ages 9 and up

Cost: FREE!

Please be sure to bring your
insurance card with you to the clinic

*Clinic hosted and staffed by
the Maynard Citizens Corps/Medical Reserve Corps (MCC/MRC)*

For more information, visit the Maynard Board of Health website at

www.townofmaynard-ma.gov

or check with your health care provider



Public Health
Prevent. Promote. Protect.

Join the Revitalize Maynard Collaborative
and Maynard Litter League for:

“Downtown Spruce Up”



Sunday, September 29th
9am to 12pm

We will pick up litter, pull weeds, and do other small tasks to give our downtown a spruce up before Maynard Fest.

Meet near the island at Nason & Main.

When we are done, we plan are to grab a bite at local eatery

Questions? RevitalizeMaynard@gmail.com



*Maynard non-profit and community organizations
working proactively to improve and sustain a
vibrant downtown.*

The 21st Annual Maynard Fest is right around the corner!

As always, this event is scheduled for the 1st Saturday of October (10/5), from 9 am. to 3:30 pm. The mission of this event is to celebrate commerce, community, and culture in the heart of downtown Maynard. Due to the generosity of sponsors, we are able to provide this free family-friendly celebration for thousands of residents and neighbors. Maynard Fest provides free entertainment, showcases local nonprofits, provides dozens of free or low-cost children's activities, hosts lip-smacking fest food from Thai to burgers, and showcases local crafts and vendors. On a nice day, this event brings thousands to Maynard's delightful downtown.

A community fest needs community involvement. Would you be willing to....

Sponsor the Event?

As a sponsor, you are listed on all brochures (4000), electronic invitations (3000), posters (100), and in press releases. Sponsorships are \$250, \$100, and \$50. The \$250 sponsorship includes a gratis vendor space (a \$50 value). To insure that you are on ALL materials, please let us know by September 6th.

Be a Vendor?

Vendor spaces are \$50 (for profit), \$30 (nonprofit), with a \$5 discount for members. We typically sell out in early September. Here's a link to the application:

http://www.assabetvalleychamber.org/forms/Maynard_Vendor_Form.pdf

Host a Sidewalk Sale, Special Promotion, or Activity?

Is your business downtown? Do you plan to participate in some manner? If yes, PLEASE let us know ASAP, so that we can insure adequate space for you! More importantly, **if you are a restaurant**, and plan to serve outside of your establishment, let us know ASAP. It's FREE, but paperwork will need to be filled out for the Board of Health by September 10th.

Be a Volunteer?

We need a team of a dozen in the morning to place vendors, and a smattering of volunteers throughout the day to assist with the Chamber Table.

We are looking forward to working with you to insure a fabulous event. Please feel free to call or email with any questions.

Regards.

Sarah Cressy, President & CEO

www.assabetvalleychamber.org, info@assabetvalleychamber.org, 978.568.0360

...and committee members...

John Ryan, Baystate Municipal Services
Debbie Simon, Cambridge Focus
Bob Larkin, Frick & Frack, Maynard Rotary
Melissa Levine-Piro, Levine-Piro Law

Carol Leary, Maynard Farmers Market
Paula Copley, Middlesex Savings Bank
Marlene Thomas, Middlesex Savings Bank
Becky Mosca, Town of Maynard

www.assabetvalleychamber.org info@assabetvalleychamber.org 978.568.0360



Application Number (for LCC use only) _____

LCC PROGRAM: STANDARD GRANT APPLICATION

This application is being submitted to the _____ LCC.

Please type into the form, print, sign and mail it to the appropriate Local Cultural Council. E-mailed applications will not be accepted. Click on the underlined blue words to access the Glossary. **Important: Use the 'TAB' key to move through the application.**

APPLICANT INFORMATION

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

Website: _____

Contact Person (if different than applicant): _____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

APPLICANT REQUIREMENTS

To apply for an LCC grant you must meet ALL of the following eligibility and criteria requirements. Please attest that each statement is true by checking the box next to the statement:

I have read and understood any local guidelines and criteria that this Local Cultural Council has posted at https://www.mass-culture.org/lcc_public.aspx.

The applicant is (select one):

- an individual
- an incorporated nonprofit
- an unincorporated association or group of people with a nonprofit objective
- a public school, library, or other municipal agency
- a religious organization or school requesting funds for cultural programming that does not have the effect of advancing religion

The applicant resides in or is located in Massachusetts.

The applicant, or person leading the project/program, has been engaged in the kind of activity for which funds are requested for at least one year.

LCC grant funds will not be used:

- to purchase food or refreshments.
- to pay salaries or stipends for employees of the school system, library, parks department or municipality.
- on capital expenditures for schools, libraries, Local Cultural Councils, other municipal agencies, or religious organizations.
- on programming that discriminates or discourages participation on the basis of race, gender, religious creed, color, national origin, ancestry, disability, sexual orientation or age.

The proposed project/program meets the MCC's definition of one of the following disciplines (Select one primary discipline):

Arts Humanities Interpretive Sciences

IF YOU CANNOT AFFIRM ALL OF THE ABOVE, YOU ARE NOT ELIGIBLE FOR AN LCC GRANT AND CANNOT SUBMIT AN APPLICATION. CONTACT YOUR LCC OR THE MCC IF YOU HAVE QUESTIONS ABOUT THE LCC PROGRAM REGULATIONS AND GUIDELINES.

If you can affirm all of the above, please continue.

If you are requesting funds for an eligible capital expenditure, you must also complete Section B: Supplemental Questions for Capital Expenditures (see the last page).

If you are requesting funds to support scholarships, you must also complete Section C: Supplemental Questions for Scholarships (see the last page).

PROJECT INFORMATION

Project Title: _____

When will the project take place? _____

Where will the project take place? _____

Amount requested from this LCC: \$0 _____ Estimated number of people served: _____

Does this project serve primarily schoolchildren (grades pre-K to 12)? Yes No

If yes, where does the project take place? In-school After/Out-of-school

Summarize the proposed project: (800 characters)

Who is the target audience for this project? (150 characters)

What is the cost of participation for attendees (if any)? (100 characters)

How does the proposed project provide public benefit and contribute to the cultural vitality of the community as a whole? (500 characters)

Please describe the qualification of key artists, humanists, interpretive scientists or organizations involved with leading the cultural component of this project. (500 characters)

If there are any other individuals or organizations that will be involved in the project as planners, partners, or collaborators, please list them below. If applicable, please distinguish between those who have made a firm commitment to the project and those with tentative or potential involvement. (250 characters)

How are you planning to promote the project to the community and your target audience? (500 characters)

BUDGET

****Hit the 'TAB' key after entering each number to ensure that the auto-calculation feature is activated****

In-Kind Donations

Please list any in-kind goods or services that you anticipate receiving for this project (loaned space, donated materials, etc.).

While not required, if you would like to include the dollar value of in-kind donations, you may do so here or in the budget below. View

Sample Budgets: (500 characters)

Projected Expenses

How much will it cost to complete your project?

Salaries/Stipends	\$0
Space Rental	\$0
Marketing/Promotion	\$0
Supplies	\$0
Capital Expenditures (If greater than \$0, also complete Section B)	\$0
Other Expenses: (travel, equipment rental, etc.)	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
Total Projected Expenses	\$0

DO NOT SUBMIT THIS PAGE WITH YOUR APPLICATION UNLESS YOU HAVE COMPLETED SECTION B AND/OR C.

SECTION B - SUPPLEMENTAL QUESTIONS FOR CAPITAL EXPENDITURES

A capital expenditure is defined as an item, or group of items, with a life expectancy of more than three years and a total cost of more than \$500. Examples include equipment, such as lighting or sound equipment, new construction or the renovation of a cultural facility.

If your projected expenses include capital expenses, please complete this section in addition to completing the standard application. Requests to capital expenditures must meet all of the requirements on page 1 of the application and **ALL of the following requirements**. Please attest that each statement is true by checking the box next to the statement:

- The grant is for a one-time or special need clearly justified by a longer-term public benefit.
- The applicant can demonstrate a 2:1 financial match (comprised of cash and/or donated goods or services):
- The item or group of items is not being purchased for a library, local cultural council, municipal agency, religious organization, or school.

If your request meets these requirements, please answer the follow questions:

1. **Please demonstrate that you have the required matching funds by completing the below budget:** List the specific income sources you have already identified in the full budget that will be spent on the capital expenditure." Matching Funds Required must equal Total Matching Funds – [View sample Capital Expenditure Budgets](#).

Total Cost of Capital Expenditure:	\$0
Maximum LCC Funding Allowed for this Expense	\$0
Matching Funds Required:	\$0

Sources of Matching Funds:	Amount
	\$0
	\$0
	\$0
	\$0
Total Matching Funds:	\$0

- 2. **Why is this one-time/special purchase necessary?** (200 characters)
- 3. **What longer-term public benefit will the item or group of items provide?** (200 characters)
- 4. **Who will have access to the item or group of items and how will the item(s) be used?** (200 characters)

SECTION C - SUPPLEMENTAL QUESTIONS FOR SCHOLARSHIPS

If your projected expenses include scholarship funds, please complete this section in addition to completing the standard application. Requests to fund scholarships must meet all of the requirements on page 1 of the application and **ALL of the following requirements**. Please attest that each statement is true by checking the box next to the statement:

- The applicant is an organization, not an individual student applying for scholarship funds.
- The applicant organization's review process to determine who will receive scholarship funds is an open and fair process.
- The applicant organization will ensure a public benefit component in which scholarship recipients "give back" to the community in the form of a lecture, master class, exhibit, performance, etc.

If your request meets these requirements, please answer the follow questions:

- 1. **Please describe the review process and/or criteria you plan to use to determine scholarship recipients.** (200 characters)

Projected Income

How will you pay for expenses associated with your project?

Total Projected Expenses:	\$0
Amount Requested from this LCC: (under "Project Information")	\$0
Additional Income Needed to Complete Project:	\$0

Additional Income needed must cover Total Additional Income.

If the additional income needed to complete your project is greater than \$0, then please list the additional income you anticipate obtaining to pay for all the projected expenses. See Sample Budget.

Description of funding source	Amount
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
	\$0
Total Additional Income:	\$0

How will you adjust the project if the council cannot fund the entire amount you are requesting? (For example, how will you raise additional funds or scale the programming back?) (250 characters)

If you have applied to other Local Cultural Councils for funding for this specific project, please list the names of those councils below: (250 characters)

Authorized Signature: The signature below is that of the person authorized to testify as to the accuracy of this application and the person who agrees that the required acknowledgment will be given to the Massachusetts Cultural Council and the granting local cultural council, if this application is approved.

Signature _____

Date _____

FOR CULTURAL COUNCIL USE ONLY

SUBMITTED BY DEADLINE ___yes ___no

\$ _____
Amount Approved

Signature of LCC Chair or Authorized LCC Member, _____

Title, _____

Date _____

IF YOU ARE NOT APPLYING FOR FUNDS TO SUPPORT A CAPITAL EXPENDITURE OR SCHOLARSHIP, YOU DO NOT NEED TO COMPLETE SECTION B OR C. PLEASE PRINT THE COMPLETED APPLICATION, SIGN IT AND MAIL IT TO YOUR LOCAL CULTURAL COUNCIL.

2. How do you anticipate that the award recipients will "give back" to the community? (200 characters)

TOWN OF MAYNARD

MEETING NOTICE

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

Maynard Conservation Commission

Maynard Town Hall
Municipal Services Conference Room
Tuesday September 17, 2013 at 6:30 PM

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

ADMINISTRATIVE BUSINESS:

- Review minutes from 09/03/2013.

PUBLIC HEARING:

- Notice of Intent (7:00 pm)
Euclid Ave paving and associated stormwater management
Town of Maynard Department of Public Works
- Abbreviated Notice of Resource Area Delineation (8:00 pm)
0 Dana Road
Goddard Consulting representing Jennifer and Michael Allen

WETLANDS/STORMWATER ISSUES:

- Address long term stabilization of exposed foundation material and large debris pile at 129 Parker St.
- Review preliminary plans for 50 Boeske Ave.

LAND MANAGEMENT:

- Assabet Valley Tree removed large trees on Summer Street on Monday, Sept. 9
- Review Botanical Survey of Walcott Woods (tentative date for cleanup is Oct. 26)
- Recommend cleanup areas for OARS river clean up

BUSINESS:

- Conservation fund was transferred to a trust fund
- Review zoning bylaw definition of "lot area".
- Stormwater Management bylaw application fee

Mail of note:

- DEP standardized method to convert water quality volume to peak flow rate

Upcoming Meetings:

- Next Conservation Commission meeting, **October 1, 2013.**
- OARS river clean up, **September 21, 9:00**, locations TBD
- Mass Audubon, Building a Resilient Communities, **September 18**, 4:30-8:30, Northbridge

THIS AGENDA IS SUBJECT TO CHANGE



Date: **September 17, 2013**

Eric Smith

You are hereby appointed

Maynard Green Communities Committee

Term expires: **December 31, 2013**

FOR THE

TOWN OF MAYNARD

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

Board of Selectmen

Sworn: _____

Town Clerk

Becky Mosca

From: Kevin Sweet
Sent: Thursday, September 12, 2013 3:12 PM
To: Becky Mosca
Subject: Agenda

Becky,

Can you add Appointment: Eric Smith, Green Communities Committee

Kevin A. Sweet
Town Administrator
Town of Maynard
195 Main Street
Maynard, Massachusetts 01754
Office: 978.897.1301
Direct: 978.897.1375



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

PERMIT One - Day

This permit is issued to

***Linde Ghere and Ken Estabrook
McKinley/Cleveland/Hayes Street Block Party***

For the following purpose:

***McKinley Street Block Party of Maynard,
Saturday, September 28, 2013 rain date September 29, 2013
From 3:00 PM – 8:00 PM***

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:

September 3, 2013

Dear Maynard Board of Selectmen,

The residents of McKinley Street would like to have a block party from 3 pm to 8 pm on Saturday, September 28 (rain date of Sunday, September 29, same time). To create more of a community feel, and a safer environment for the children who will be attending, we would like to temporarily close a one-block section of McKinley Street, beginning at the cross-section of McKinley/Cleveland Streets and ending at McKinley/Hayes Streets. The cross streets of Cleveland and Hayes will remain open to traffic, so closing this one-block section to traffic will still allow alternate traffic routes of Harrison St. or Roosevelt St. This will also leave the fire hydrants easily accessible, since they are located at the end of this block.

Our plans for the day include games for the many children who have recently moved into the neighborhood, a cookout for adults, and a few multi-generational "get acquainted" ice breakers. Several McKinley Street families have met to organize and plan this event. We are aware of the no-alcohol policy on public land and will ensure this policy is followed. This is a family event, so alcohol runs contrary to our purpose.

We are very excited about this gathering and appreciate your support of this endeavor. We look forward to your approval of the street closing during this time period.

Ken and I will be the main contacts and will also be responsible for this event. If you have any questions, please feel free to contact us.

Sincerely,

Linde Ghere and Ken Estabrook, on behalf of McKinley St. residents
28 McKinley Street
Maynard, MA 01754
(978) 897-4240 (home)
(978) 201-0183 (Linde's cell number for contact on day of event)
(339) 223-9177 (Ken's cell number for contact on day of event)
LAGhere@gmail.com
Ken.Estabrook@gmail.com

Becky Mosca

From: Linde Ghere <laghere@gmail.com>
Sent: Tuesday, September 03, 2013 3:21 PM
To: Becky Mosca
Cc: Kevin Sweet; Ken Estabrook
Subject: McKinley St. Block Party Request
Attachments: McKinley St Block Party Request2013.docx

Hello Becky,

It was great to see you out walking this weekend! Would you please forward the attached letter, "Block Party Request" (involving a temporary street closing on McKinley St.), to the Board of Selectmen for approval? We would like to hold the event on Saturday, September 28 (with a rain date of Sunday, September 29), so we would appreciate it if you would place this topic on an upcoming BOS meeting agenda.

If it's possible to send a fire truck and police cruiser over around 5:30 pm, that would be wonderful. That was such a highlight for the young children!

Thank you, and have a great day!

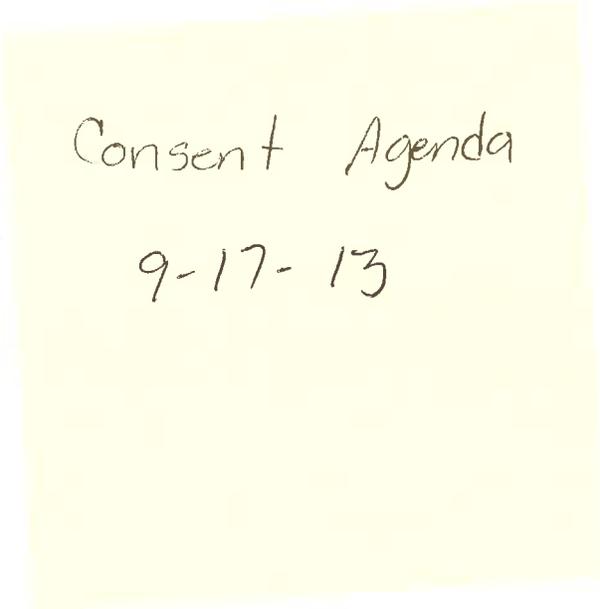
Linde Ghere & Ken Estabrook

28 McKinley St.

[978-897-4240](tel:978-897-4240)

LAGhere@gmail.com

Ken.Estabrook@gmail.com



Consent Agenda

9-17-13

Becky Mosca

From: Mike Adams <madams@nextdine.com>
Sent: Thursday, August 29, 2013 9:40 PM
To: Becky Mosca
Subject: One Day Liquor License
Attachments: Liquor License Request 9-28-13.doc

Hi Becky-

I know that you don't handle the one-day licenses any more, but I am away getting prepared for my daughter's wedding on Saturday and wanted to get the attached request to someone before the next scheduled meeting. Can you please forward it to them? Last time that I got a 1-day I didn't have to pay for it until the day that I picked it up, but if I need to bring the \$75, I will be back on Tuesday and can run it over. I can also run a hard copy over too, but wanted to at least get on the agenda. Thanks.

Mike Adams

Manager, Clock Tower Cafe
Office: 978.897.2276
Cell: 508.309.0433
madams@nextdine.com
www.nextdine.com

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

August 30, 2013

Dear Selectpeople:

On behalf of the Acton Boxboro Friends of Music (ABFOM) and the operators of the ClockWorks Café in the Mill, I am requesting a one-day liquor license/permit for the fundraiser for the ABFOM being held at the ClockWorks Café at the Clock Tower Place on September 28, 2013 from 7:00-10:00PM. We will be providing a Cash Bar of beer, wine and sodas and one "Specialty Drink".

NexDine at ClockWorks Café is a Food Management Service operating the cafeteria for the Wellesley Management Company, the managers of the Clock Tower Place. NexDine, through our General Liability Coverage has Host Liability for all size events. We are expecting 100-150 attendees and they will be having a wide variety of hors d'oeuvres. We will have 2 TIPS approved bartenders (Shana Adams, Duarte Calveo) who have years of experience in both the catering and golf club industries and are familiar with the surroundings at Clock Tower as they do most of our on-site events.

We are excited to be holding this event at the Clock Tower and are looking forward to holding several of these kinds of events each year.

For NexDine and DEC,

Mike Adams, Manager
ClockWorks Café
8 Clock Tower Place
Maynard, MA 01754
978/897-2276
508/309-0433 ©





OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE-DAY Liquor License PERMIT \$75.00

This permit is issued to

**Clock Works Cafe
Mike Adams Cell # 508-309-0433**

For the following purpose:

Subject to the conditions as herein stated:

Event for the Acton Boxboro Friends of Music. The event will be held at the Clock Works Café at the Clock Tower Place on Saturday, September 28, 2013 from 7:00 ~ 10:00 PM. We will be serving beer, wine and sodas. Expecting ~100~150 guests.

TIPS bartender: Duarte Calveo, Shana Adams

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

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

August 30, 2013

Dear Selectpeople:

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We are excited to be holding this event at the Clock Tower and are looking forward to holding several of these kinds of events each year.

For NexDine and DEC,

Mike Adams, Manager
ClockWorks Café
8 Clock Tower Place
Maynard, MA 01754
978/897-2276
508/309-0433 ©





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 Water & Sewer WWTP

August 22, 2013

Eric & Alia Goodheart
4 Garden Way
Maynard, MA 01754

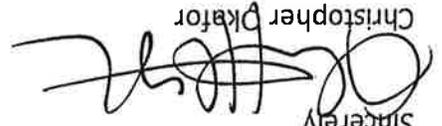
RE: Sewer Bill Abatement Request for 4 Garden Way

Dear Mr. & Mrs. Goodheart:

We are in receipt of your request dated August 5, 2013 for abatement on your sewer bill for the above named address. According to your application, you discovered a leak in a heating zone running through the slab on which the house sits. As soon as you discovered the problem, you made all necessary efforts to remedy the situation. You believed the water flowed back into the water tables rather than to the sewage treatment plant.

In order to determine if your request was legitimate, we opened a work order to determine if there were leaks or equipment failure (work order attached). Our findings show there were leaks and you took all necessary actions to remedy the situation (copies attached). Therefore, I am recommending to the Board of Selectmen to abate your July 2013 sewer bill of \$1,914.97. I will be forwarding my recommendation to the Town Administrator for his action.

Please feel free to call or write back with any addition questions.

Sincerely,

Christopher Pikator
Operations Manager

Attachment(s): Town of Maynard work order

Invoices/cancelled check
Documentations/Pictures of repairs done

Kevin A. Sweet, Acting Town Administrator

Tim Mullally, Water & Sewer Foreman

Marie Morando, DPW Administrative Assistant

File



OFFICE OF THE
DEPARTMENT OF PUBLIC WORKS
MUNICIPAL BUILDING, 195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
TELEPHONE: 978-897-1017
FAX: 978-897-7290

UTILITY BILLING

ABATEMENT REQUEST

ACCOUNT #: 5100061180
NAME: ERIC & ANA GOODHART
ADDRESS: 4 GARDEN WAY
MAYNARD MA 01754
PHONE: _____
DATE: AUG 5, 2013

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

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

I WOULD LIKE TO CONTEST
THE SEWAGE PORTION OF
MY BILL DATED 7/01/2013
THE AMOUNT IS HIGH
BECAUSE THE REASON FOR THE
HIGH WATER CAUSATION IS
A LEAK IN ~~THE~~ A HEATING ZONE
RUNNING THROUGH THE SLAB ON
WHICH MY HOUSE SITS. THE
WATER CONSUMED FLOWED BACK
INTO THE WATER TABS, WATER (OVER)

Reviewed by: _____

Approved: _____

Abatement Policy on back of form

REC'D 8-7-13
MAYNARD

sewer rates for elderly homeowners and others exclusively for homes they own and occupy as their principal residence. Specifically, the Board voted to provide abatements of up to \$75 per each semi-annual billing period for the following categories of persons:

- Homeowners age 75 or older, and
- Anyone receiving property tax exemptions from the Board of Assessors in accordance with State regulations and procedures.

Persons who fall into either of the above categories and wish to apply for an abatement of a portion of their water and sewer bills should apply at the Office of the Department of Public Works in the lower level of the Town Building, 195 Main Street, Maynard. Questions about this new abatement program can be directed to the Maynard Department of Public Works at 978-897-1017.

Abatement Policy and Procedure

All customers who file abatement applications must have paid all uncontested prior bills and also make a payment equal to the prior bill on a contested bill.

1. The request for an abatement must be made within 60 days of the date of bill in dispute.
2. Abatement requests must be made in writing with official "Utility Billing Abatement Request" form.
3. The Department of Public Works will respond in writing with an answer or an update within 21 days.

(CONTINUED)

THAN TO THE SEWAGE TREATMENT PLANT. I ATTACH PICTURES OF THE WORK DONE TO CORRECT THE PROBLEM, INCLUDING A PICTURE OF THE NOW TERMINATED ZONE (THE PIPE THAT WAS CUT, NO LONGER TO BE USED) I CORRECTED A PROBLEM THAT I INHERITED FROM SOMEONE ELSE AT A COST OF OVER \$20K, NOT INCLUDING THE WATER BILL. INSURANCE COVERS 50% BUT WILL NOT COVER SEWAGE, ESPECIALLY SINCE THERE IS

Complete Streets Resolution: Town of Maynard, MA

WHEREAS, the Town of Maynard has established Community Development Principles to preserve and enhance its essential character, including the principle to provide a variety of transportation choices (Principle #6); and

WHEREAS, the objectives of Principle #6 include providing alternate means of transportation, increasing walking and bicycling, increasing mobility for those without access to automobiles, and reducing traffic congestion; and

WHEREAS, Complete Streets are designed and operated to provide safety and accessibility for all the users of our roads, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial and emergency vehicles and for people of all ages and of all abilities; and

WHEREAS, Complete Streets can reduce congestion by providing safe travel choices that encourage non-motorized transportation options, increasing the overall capacity of the transportation network as well as decreasing consumer transportation costs; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the objectives of the national Safe Routes to School program and Physical Activity Guidelines; and

WHEREAS, Complete Streets can help reduce crashes and injuries and their costs; and

NOW, THEREFORE, LET IT BE RESOLVED that the Board of Selectmen of the Town of Maynard hereby recognizes the importance of creating Complete Streets that enable safe travel by all users, including pedestrians, bicyclists, and motorists, and for people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

BE IT FURTHER RESOLVED that Complete Streets practices will become a routine part of the everyday operations for Department of Public Works and Department of Planning, and these departments should approach every transportation project and program as an opportunity to improve public and private streets and the transportation network for all users. Transportation projects may be excluded from application of Complete Streets elements when costs are excessively disproportionate to future use or would be inappropriate in light of the scope of the project.

BE IT FURTHER RESOLVED that incorporation of Complete Streets design principles will be considered for the planning, design, approval, and implementation of all transportation projects and processes for construction, reconstruction, retrofit, maintenance, alteration, or repair of streets, bridges, or other portions of the transportation network;

BE IT FURTHER RESOLVED that a committee is hereby created, to be composed of *[insert*

desired committee composition, e.g. Planner, DPW, and Town Engineer, member of public, etc.] and appointed by the Board of Selectmen to recommend short-term and long-term steps, planning, and policy adoption necessary to create a comprehensive and integrated transportation network serving the needs of all users; to assess potential obstacles to implementing Complete Streets in the Town of Maynard; and to develop proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals in order to integrate, accommodate, and balance the needs of all users in all projects.

BE IT FURTHER RESOLVED that the Town will utilize the latest design guidance and standards available in the implementation of Complete Streets, including:

- The Massachusetts Project Development and Design Guide (2006)
- The American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities (1999)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Plans created for the Town of Maynard, such as the Assabet River Rail Trail Bicycle/Pedestrian Network Plan (MAPC, 2013)

Complete Streets Overview

What are Complete Streets?

- Streets designed for everyone:
 - All forms of travel (walking, bicycling, driving, public transit)
 - All users (including children, older population, people with disabilities)
- Streets that are safe, comfortable, convenient, and accessible.
- Streets that are designed to be context-sensitive.

What does a Complete Streets policy do?

It ensures that the entire right-of-way is planned, designed, constructed, operated, and maintained to provide safe access for all users.

Complete Streets are *not*:

- A one-size fits all design prescription
- Only appropriate for cities
- A silver bullet: land use, transportation demand management are other important concerns

Complete Streets benefits include:¹

- Improved safety, especially for more vulnerable populations
- Improved health: the Centers for Disease Control & Prevention (CDC) recommends complete streets as a strategy to prevent obesity and other chronic diseases
- Improved connections to existing transit
- Improved livability and attractiveness of neighborhoods
- Economic development and job creation through enhanced retail districts
- Reduced personal transportation costs
- Reduced congestion
- Improved environment and air quality
- Potential access to funding from (proposed) Active Streets Legislation

Complete Streets elements may include:

- Pedestrian: Sidewalks, crosswalks, curb neckouts, curb ramps, retimed pedestrian signals, audible signals, median refuges
- Bicyclists: Bicycle lanes, cycle tracks, sharrows, wide shoulders
- Streetscape: Improved lighting, street trees, plantings, trash receptacles, street furniture
- Traffic calming: Narrowed travel lanes, rotaries, bow outs, tight curb radii, speed humps, rumble strips
- Shared roads, multi-use paths
- Improved signage

Additional complete streets information:

- www.smartgrowthamerica.org/complete-streets
- www.walkinginfo.org/engineering/

¹ For additional information on these potential benefits, please visit <http://www.smartgrowthamerica.org/complete-streets/complete-streets-fundamentals/factsheets>

From Cities to Rural Communities: Examples of Complete Streets²



Figure 1: One-way urban street



Figure 2: Small town main street

² Photographs attributed to Smart Growth America. <http://www.smartgrowthamerica.org/complete-streets>



Figure 3: Shared road



Figure 4: Quiet residential street



Figure 5: Wide shoulders on a rural road

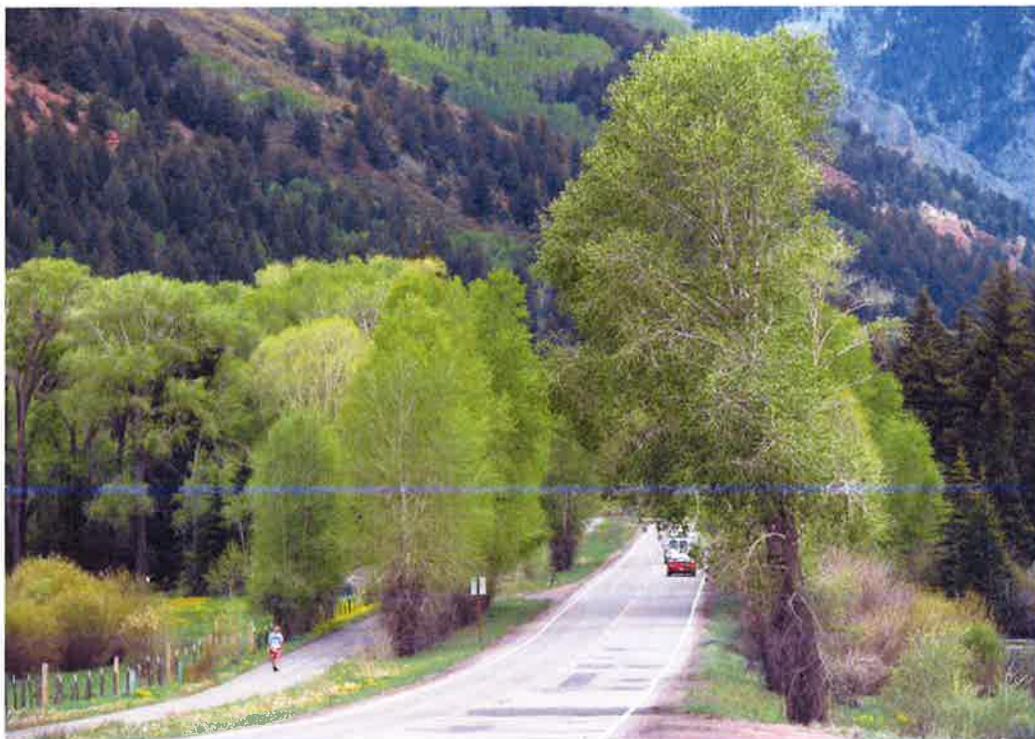


Figure 6: Multi-use path adjacent to a road

FACT SHEET: AN ACT RELATIVE TO ACTIVE STREETS AND HEALTHY COMMUNITIES

S 68/H 3091, sponsored by Senator Chandler and Representative Lewis

PURPOSE OF THIS BILL

The presence of active transportation infrastructure in a community encourages residents to lead more active, healthier lifestyles. “Complete streets” are streets designed to allow for more trips to be taken via active transportation such as walking and cycling. The purpose of this bill is to create a program that encourages cities and towns across Massachusetts to routinely include contextually appropriate complete streets design elements in locally funded road projects. By providing additional accommodations for active transportation, the Active Streets Certification Program will help the state reach the goal set by MassDOT to triple the number of walking, cycling, and public transportation trips while simultaneously addressing public health goals related to increased activity. Communities that are certified by this program by adopting certain policies and procedures would be eligible to receive a modest amount of additional local transportation funding, thereby incentivizing these actions.

WHAT THIS LEGISLATION DOES

- Certifies municipalities as “Active Streets Communities” if they have met the following criteria:
 1. Adopt a complete streets bylaw, ordinance, or administrative policy in a manner which shall be approved by MassDOT and include at least one public hearing; such policy shall, at a minimum, identify the body, individual, or entity responsible for carrying out such policies. This bylaw, ordinance, or policy should reflect the municipality’s commitment to routinely including infrastructure for active transportation in its locally funded road projects.
 2. Coordinate with MassDOT to confirm the accuracy of a baseline pedestrian and bicycle accommodations inventory in order to prioritize projects.
 3. Identify procedures to follow when conducting municipal road repairs, upgrades, or expansion projects on public rights-of-way to incorporate complete streets elements.
 4. Confirm the existence of a review process for all private development proposals to ensure complete streets components are incorporated into new construction.
 5. Set a municipal goal for an increased mode share for walking, cycling, and public transportation where applicable to be met within five years and develop a program to reach that goal, and shall submit an annual progress report to MassDOT.
- Incentivizes the routine inclusion of complete streets design elements in locally funded road projects
- Leverages modest amount of state funding to encourage municipalities to adopt policies that meet multiple statewide policy goals
- Encourages collaboration between municipalities and MassDOT to address gaps in local pedestrian and bicycle transportation networks

CONTACT: For more information, please contact Rebecca Davis at the Metropolitan Area Planning Council at 617-933-0708, or rdavis@mapc.org.

IMPLEMENTING COMPLETE STREETS

Costs of Complete Streets

An oft-raised concern about Complete Streets is the supposed added costs produced in requiring accommodation for all modes of travel. However, jurisdictions implementing a Complete Streets policy within a balanced and fiscally sound budget find that it adds little to no expense to their transportation budgets. Complete Streets are more cost effective than the alternative – streets made only for cars. In some cases, Complete Streets can help jurisdictions save money. In all cases, Complete Streets are long-term investments in the overall health of communities who adopt policies.



Right: Payton Chung. Left: Dan Burden, Walkable and Livable Communities Institute

Complete Streets policies help prevent costly delays and retrofits

Integrating the needs of all users – pedestrians, bicyclists, public transportation riders, motorists, older people, children, and people with disabilities – early in the life of a project minimizes costs associated with including facilities for these travelers. Complete Streets policies ensure early multi-modal scoping, saving money by avoiding costly project delays. Without a policy, bicycle, pedestrian, and public transportation accommodations are often debated too late in the design process and are considered a disruption rather than necessary and beneficial project features. This creates expensive design revisions, time delays and erodes public support. Furthermore, the failure to accommodate these user groups can trigger an expensive retrofit project at later date. A bridge near Cary, Illinois was built in the early 1990s without any safe way to cross it via foot or bicycle. After several deaths and a successful wrongful-death lawsuit, Illinois DOT was forced to go back at a great expense (\$882,000) to retrofit the existing bridge with a side path.¹ It would have been far less expensive to construct the bridge correctly initially.

“When projects are scoped and programmed without consideration for Complete Streets, there could be extra cost over the original estimate in order to later address pedestrian, bike, and bus features.”

– Gregg Albright, Deputy Director of Planning and Modal Programs, Caltrans

Require minimal to zero additional funding

The careful planning encouraged by Complete Streets policies helps jurisdictions find many effective measures that can be accomplished at little or no extra cost. Some standard infrastructure projects, such as conversion from open to closed drainage, can be enhanced with Complete Streets facilities (i.e. sidewalks) for negligible additional cost. Changing pedestrian signal timing at intersections to a 3.5 ft/sec walking speed adds nothing to the cost of a signal, and adding countdown clocks can be done for as little as \$2,000 per intersection. Adding curb bulbs where on-street parking occurs reduces the time for pedestrians to cross the street, allowing more time for automobile movement; this can be a relatively low cost way to improve both pedestrian and automobile access.

Additional costs associated with the routine accommodation of bicycling, walking, and public transportation represent an immeasurably small percentage of the total budget. On a project-by-project basis, any additional money spent is actually a long-term investment in the financial and physical health of the community.



City of Decatur, Georgia

Save money through better design

Communities who adopt Complete Streets policies commit to superior roadway planning and design in new and reconstruction projects. Executing these designs can be less expensive than projects carried out under old standards and policies. In a reconstruction project, the Brown County, WI Highway Department built a three-lane street with two bike lanes on the existing four-lane roadway, and replaced expensive traffic signals with roundabouts.² These changes saved the County \$347,515 – 16.5 percent below the original project estimate.³

“If a roadway is being reconstructed, rebuilding the roadway with 10-foot lanes and timing the traffic signals for 30mph will control speeds and can actually result in a reduction in costs by using a narrower overall roadway structure.”

– John LaPlante, PE, PTOE, Director of Traffic Engineering for T.Y. Lin International, former City Traffic Engineer with the City of Chicago

Creating Complete Streets also reduces infrastructure costs by requiring far less pavement per user; this saves money at the onset of the project and reduces maintenance costs over the long-term. Compared to increasing road capacity for vehicles alone, investing in pedestrian and bicycle facilities cost far less; over the width of one traffic lane, walking and cycling can move five to ten times more people than driving.⁴

Complete Streets policies help with long-term savings for public transportation as well. The Maryland Transit Administration found providing curb-to-curb transit service for a daily commuter with disabilities costs about \$38,500 a year. Investing in one-time basic improvements can enable that commuter and several more to access an existing fixed-route public transportation route; this singular cost is the equivalent of two months' worth of the curb-to-curb service for just one person. More extensive improvements, such as adding a lighted shelter and bench and replacing the sidewalk leading to the stop, have a one-time cost just 33 percent more than a year of curb-to-curb service for a single commuter.

Investment in the community

Complete Streets are a sound financial investment in our community that provides long-term savings. An existing transportation budget can incorporate Complete Streets projects without requiring additional funding, accomplished through reprioritizing projects and allocating funds to projects that improve overall community mobility. In such a balanced and fiscally sound transportation system, Complete Streets facilities should not be treated as additional costs to a project.

Complete Streets provide benefits to the community in many other ways, from public health to sustainability and from improved property values and economic revitalization to increased capacity and improved mobility for all. Americans expect a variety of choices, and a multi-modal system of Complete Streets provides alternatives to driving. Implementing Complete Streets allows for an efficient and optimal use of limited resources: time, fuel, land, public health, the environment, and money.⁵

“Boulder’s Complete Streets approach has transformed how we look at our transportation system. The city leaders made a conscious decision to provide multimodal options, and have focused on our investments accordingly. We believe this is a sound financial approach to increasing mobility and supporting the quality of life enjoyed by those who live and work in Boulder.”

– Martha Roskowski, Program Manager, GO Boulder

Learn more at www.smartgrowthamerica.org/completestreets.

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Smart Growth America
Making Neighborhoods Great Together



National Complete Streets Coalition

BENEFITS OF COMPLETE STREETS

Complete Streets Help People with Disabilities

Walking home one evening, Bernard Vinther followed his guide dog into a signalized intersection. A car hit him and his dog, injuring him and killing his dog. The intersection is lit by a streetlight but has no painted crosswalks and no safe crossing cues for blind pedestrians.



This bus stop would strand a wheelchair user and force anyone to tramp through the grass or walk in the street. The intersection pictured at right has no pedestrian facilities at all. *Left: US Access Board. Right: Michael Ronkin*

Incomplete streets impede livability

Streets in our communities must allow safe and comfortable travel for everyone, including people with disabilities. Yet, they often are difficult to navigate for people who use wheelchairs, have diminished vision, cannot hear well, or for people who move more slowly. Nearly one in five Americans face at least one of these challenges.

Incomplete streets do not provide for pedestrians of all abilities and are thus a constant source of frustration and danger for people with disabilities. Along incomplete streets, unpaved surfaces and disconnected, narrow, or deteriorated sidewalks discourage wheelchair travel – and the lack of a curb ramp can force a pedestrian into the street. Wide intersections designed to quickly move motorized traffic may not provide enough time for someone with a disability to cross safely. Pedestrian signals that use only visual cues can lead to dangerous situations for those with low vision. A recent study found that blind pedestrians waited three times longer to cross the street, and made many more dangerous crossings than sighted pedestrians.

Planting a bus stop sign in a patch of grass may not trigger other site improvements, but without sidewalks and necessary curb cuts, these stops are inaccessible and an uncomfortable place to wait for everyone. In Houston, sidewalks are absent between home and the nearest bus stop for three out of five residents with disabilities and older adults; nearly three-quarters said streets near their homes also lack curb ramps and bus shelters. As a result, fewer than 10 percent of them use public transportation, even though 50 percent live within two blocks of a bus stop. Many people with disabilities may prefer to use fixed route transit, but a street network that does not account for their needs forces them to use more costly paratransit service.



The station pictured at left allows a rider using a wheelchair to wait for the bus in a safe, convenient environment. The crosswalk pictured at right provides visual and sensory clues, such as raised bumps, to guide people safely across the street. *Left: John LaPlante. Right: Dan Burden, Walkable and Livable Communities Institute*

Complete Streets remove barriers

Streets that are truly “complete” provide all of us with a choice of mobility options. They allow everyone to travel to and from work, school, and other destinations with the same level of safety and convenience, whether or not they have mobility, vision, or cognitive disabilities. Complete Streets also help people who are coping with temporary disabilities as well as those pushing strollers, pulling wheeled luggage, or managing large packages.

Complete Streets policies provide flexibility to transportation professionals and give them room to be creative in developing solutions that promote accessible travel. Operating under a policy can prompt a deeper analysis and encourage them to work with community members with disabilities. In roadway design, Complete Streets means attention to details at intersections, such as installing curb ramps, audible or tactile signals for blind pedestrians, and/or providing longer crossing times; along pedestrian routes by providing smooth sidewalks free of obstacles, with usable benches; and at transit stops with ample space to approach, wait, and board safely.

Complete Streets policies remove barriers to independent travel by considering the needs of all users at the outset of every transportation project. Providing transportation choices for everyone, including those with disabilities, improves livability by connecting citizens to their community and by reducing dependence on more costly alternatives, such as paratransit or private transportation service.

For detailed guidance, please see the Revised Draft Guidelines for Accessible Public Rights-of-Way from the U.S. Access board.

Learn more at www.smartgrowthamerica.org/completestreets.

BENEFITS OF COMPLETE STREETS

Complete Streets Improve Mobility for Older Americans

An 82-year-old woman was fined more than \$100 for crossing against a don't-walk signal. Mayvis Coyne began carrying her groceries across Foothill Boulevard in Los Angeles while the WALK signal was still on, but could not cross the wide road before the light changed. One elderly neighbor resorts to calling a cab simply to cross the poorly designed street.¹



This street provides a refuge median to make it easier and safer for slower pedestrians to cross. *Photo: Dan Burden, Walkable and Livable Communities Institute*

Incomplete streets a problem for older Americans

Central to the creation of livable communities is the ability for everyone, regardless of age or ability, to travel safely. Yet, many of our nation's roads do little to meet the needs of the growing population of older Americans. The U.S. Census Bureau projects that by 2025, nearly one in five Americans will be over the age of 65, totaling 62 million Americans. Many older adults will continue to drive for most of their trips, but some will face physical and cognitive challenges that must be addressed to enable their continued mobility and independence.

A transportation system that prioritizes fast automobile travel has created roads that are difficult to navigate or unsafe to travel by foot, bike, or public transportation. Crossings are long, intersections

are expansive, sidewalks are absent, and transit stops offer no place to sit. These roads are especially trying for older adults, even when behind the wheel. Almost 40 percent of Americans over the age of 50 say their neighborhoods lack adequate sidewalks, 55 percent report inadequate bike lanes or paths, and 48 percent have no comfortable place to wait for the bus.² These incomplete streets have deadly results: In 2008, older pedestrians were overrepresented in fatalities; while comprising 13 percent of the population, they accounted for 18 percent of the fatalities.³

These incomplete streets limit safe mobility and can breed isolation. As people age, some will stop or limit their driving. More than 50 percent of older Americans who do not drive stay home on a given day because they lack transportation options. Older Americans make just 6 percent of their trips on foot or bike – far less than in some European countries, where adults over the age of 65 use these active modes for about half of all trips.⁴ Non-driving seniors make 65 percent fewer trips to visit family, friends or go to church; many report they do not like to ask for rides.⁵



Complete Streets make it much easier for seniors to stay active, particularly when they require assistance from a cane, walker, or wheelchair. *Photos: Dan Burden, Walkable and Livable Communities Institute*

Complete Streets help create livable communities

Complete Streets policies offer the opportunity to improve travel options of people of all ages. Planning, designing, and building roads with all users in mind will provide older adults a variety of options for getting around, whether walking, taking public transportation, or sharing rides with family and friends.

A majority of people aged 50 or older support Complete Streets policies.⁶ More than half (54 percent) of older adults who reported an inhospitable walking, bicycling, and transit environment outside their homes would walk, bicycle, and take transit more if those problems were fixed.⁷ Eight of ten of older Americans surveyed consider that “for many seniors, public transportation is a better alternative to driving alone, particularly at night.”⁸ Complete Streets also create safe space for older adults to walk or bike as exercise, helping them achieve a healthier lifestyle.

A community with a Complete Streets policy considers the needs of older residents every time a transportation investment decision is made. Following a Complete Streets process will balance the sometimes-competing needs of older drivers and older pedestrians by slowing vehicles down where necessary, creating an easily navigated multimodal network of streets, and improving visibility. Proven methods to create Complete Streets for aging pedestrians include retiming signals

to account for slower walking speed, constructing median refuges or sidewalk bulb-outs to shorten crossing distances, and installing curb ramps, sidewalk seating, and bus shelters with seating. Improved lighting, signage, and pavement markings are among the measures that benefit drivers of any age, particularly older drivers.

Learn more at www.smartgrowthamerica.org/completestreets.

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Smart Growth America
Making Neighborhoods Great Together



**National Complete
Streets Coalition**

BENEFITS OF COMPLETE STREETS

Complete Streets Help Create Livable Communities

The streets of our cities and towns are an important part of the livability of our communities. They ought to be for everyone, whether young or old, motorist or bicyclist, walker or wheelchair user, bus rider or shopkeeper. But too many streets are designed only for speeding cars, or worse, creeping traffic jams. They are unsafe for people on foot or bike – and unpleasant for everybody.



Residents of Hudson, OH benefit from a commercial district where walking and biking are safe, attractive options. *Photo: Dan Burden, Walkable and Livable Communities Institute.*

Incomplete streets deny citizens safety, choice

Most of us think of America as the land of choices. Yet, in just about any community built in the last 50 years, there is only pretty much one choice for transportation: the car. The more sprawling our communities – low density, scattered development linked by busy, high-speed, multi-lane roadways – the more we are limited to our cars.¹

Even where daily destinations are close to home, incomplete streets too often make them inaccessible by foot, bicycle, or public transportation. They are cut off by cul-de-sacs that increase walking distance, or by high-speed roads lacking bike lanes, sidewalks, comfortable transit stations, or safe crossings. While some streets do provide a safe pedestrian environment, it may not be a pleasant one – the absence of benches, scarce landscaping, and storefronts set back from the sidewalk do little to encourage walking.²

The heavy reliance on driving has an impact far beyond today's traffic jam. People of color, who are less likely to own cars and more likely to rely on public transportation, are particularly affected by poor development patterns.³ Working families who own a car are burdened with associated expenses: purchase cost, maintenance, registration fees, fuel, and others.

Streets designed solely for automobile travel also put people at risk. In 2007, there were 4,654 pedestrian deaths and 70,000 reported pedestrian injuries – that's nearly one every eight minutes. In a poll of people over 50 years old, 47 percent said it was unsafe to cross the street near their home.⁴ In neighborhoods where traffic is a nuisance and a threat, residents both young and old are more inclined to stay in their homes. This limits much needed physical activity and social interaction.



Left: City of Decatur, Georgia. Right: Dan Burden, Walkable and Livable Communities Institute.

Complete Streets foster livable communities

Communities are increasingly embracing smart growth to meet their residents' desire for choices in housing, shopping, recreation, and transportation. Complete Streets meet the demand for transportation options, while promoting other community goals. They provide safe and affordable access for everyone, whether traveling to school, work, the doctor, or their favorite restaurant.

More than half of Americans recently surveyed would like to walk more and drive less. Poor community design and lack of pedestrian facilities are the primary reasons people cite for not walking more. An overwhelming number support policies intended to make their communities more livable by reducing traffic speed and creating a safer pedestrian environment.⁵

Complete Streets contribute many benefits to the surrounding community:

- Wide, attractive sidewalks and well-defined bike routes, where appropriate to community context, encourage healthy and active lifestyles among residents of all ages.⁶
- Complete Streets can provide children with opportunities to reach nearby destinations in a safe and supportive environment.
- A variety of transportation options allow everyone – particularly people with disabilities and older adults – to get out and stay connected to the community.
- Multi-modal transportation networks help communities provide alternatives to sitting in traffic.
- A better integration of land use and transportation through a Complete Streets process creates an attractive combination of buildings – houses, offices, shops – and street designs.

- Designing a street with pedestrians in mind – sidewalks, raised medians, better bus stop placement, traffic-calming measures, and treatments for travelers with disabilities – may reduce pedestrian risk by as much as 28 percent.⁷
- A livable community is one that preserves resources for the next generation: Complete Streets help reduce carbon emissions and are an important part of a climate change strategy.

In San Diego, where a number of Complete Streets policies are in place, the La Jolla neighborhood saw its namesake boulevard become something more than an uninteresting strip of shops after recent roadwork. Today, the street is vibrant and alive, with pedestrians, bicyclists, and shoppers. Despite the economic meltdown, the street is outperforming on every factor, from numbers of bicyclists and pedestrians to number of smiles. Communities are also investing in Complete Streets as a way to attract new residents and young professionals.⁸

Complete Streets transform the way transportation serves the American people by creating more choices, shortening travel times, and encouraging less carbon-intensive transportation. A community with a Complete Streets policy values the health, safety, and comfort of its residents and visitors. These policies provide opportunities for people of all ages and abilities to contribute to, and benefit from, a livable community.

Learn more at www.smartgrowthamerica.org/completestreets.

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 - 3 Sánchez, T., Stolz, R., & Ma, J. (2003). "Moving to Equity: Addressing Inequitable Effects of Transportation Policies on Minorities." *The Civil Rights Project at Harvard University*.
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BENEFITS OF COMPLETE STREETS

Complete Streets Improve Safety

Virginia Noll came home from grocery shopping in Wilkes-Barre, Pennsylvania on June 11, 2009. As she crossed South Washington Street around 5:30 pm from the bus stop to the senior housing apartments where she lived, she was fatally struck by an SUV. The area is particularly dangerous for older adults, despite the high number living in the area. Her neighbor had warned her not to go out, fearing the 88-year-old would be hit while crossing a street.¹



Complete streets create a safe environment for all users. *Photo: Dan Burden, Walkable and Livable Communities Institute*

Incomplete streets put people at risk

Streets without safe places to walk, cross, catch a bus, or bicycle put people at risk. Over 5,000 pedestrians and bicyclists died on U.S. roads in 2008, and more than 120,000 were injured.² Pedestrian crashes are more than twice as likely to occur in places without sidewalks; streets with sidewalks on both sides have the fewest crashes.³ While the absolute numbers of bicyclists and pedestrians killed has been in decline for the decade, experts attribute this in part to a decline in the total number of people bicycling and walking.

Of pedestrians killed in 2007 and 2008, more than 50 percent died on arterial roadways, typically designed to be wide and fast.⁴ Roads like these are built to move cars and too often do not have meet the needs of pedestrian or bicyclist safety. More than 40 percent of pedestrian fatalities occurred where no crosswalk was available.⁵

A recent study comparing the United States with Germany and the Netherlands, where Complete Streets are common, found that when compared per kilometer traveled, bicyclist and pedestrian

death rates are two to six times higher in the United States. Complete Streets therefore improve safety indirectly, by encouraging non-motorized travel and increasing the number of people bicycling and walking. According to an international study, as the number and portion of people bicycling and walking increases, deaths and injuries decline.⁶ This is known as the safety in number hypothesis: more people walking and biking reduce the risk per trip.



Incomplete streets can create a dangerous environment for people outside of cars. Photos: Dan Burden, Walkable and Livable Communities Institute.

Complete Streets help reduce crashes

Complete Streets reduce crashes through comprehensive safety improvements. A Federal Highway Administration review of the effectiveness of a wide variety of measures to improve pedestrian safety found that simply painting crosswalks on wide high-speed roads does not reduce pedestrian crashes. But measures that design the street with pedestrians in mind – sidewalks, raised medians, better bus stop placement, traffic-calming measures, and treatments for disabled travelers – all improve pedestrian safety.⁷ Some features, such as medians, improve safety for all users: they enable pedestrians to cross busy roads in two stages, and reduce left-turning motorist crashes to zero, a type of crash that also endangers bicyclists.

One study found that designing for pedestrian travel by installing raised medians and redesigning intersections and sidewalks reduced pedestrian risk by 28 percent.⁸ Speed reduction has a dramatic impact on pedestrian fatalities. 80 percent of pedestrians struck by a car going 40 mph will die; at 30 mph the likelihood of death is 40 percent. At 20 mph, the fatality rate drops to just 5 percent.⁹ Roadway design and engineering approaches commonly found in Complete Streets create long-lasting speed reduction. Such methods include enlarging sidewalks, installing medians, and adding bike lanes. All road users – motorists, pedestrians and bicyclists – benefit from slower speeds

Complete Streets encourage safer bicycling behavior. Sidewalk bicycle riding, especially against the flow of adjacent traffic, is more dangerous than riding in the road due to unexpected conflicts at driveways and intersections. A recent review of bicyclist safety studies found that the addition of well-designed bicycle-specific infrastructure tends to reduce injury and crash risk. On-road bicycle lanes reduced these rates by about 50 percent.¹⁰

Learn more at www.smartgrowthamerica.org/completestreets.

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- 2 National Highway Traffic Safety Administration. (2009). *Traffic Safety Facts: 2008 Data*. Retrieved from: <http://www-nrd.nhtsa.dot.gov/Cats/listpublications.aspx?Id=A&ShowBy=DocType>

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 - 4 Transportation for America and the Surface Transportation Policy Partnership. (2009). *Dangerous by Design*. Ernst, M., & Shoup, L.
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 - 7 Campbell, B., et al. (2004).
 - 8 King, M., Carnegie, J. & Ewing, R. (2003). "Pedestrian Safety Through a Raised Median and Redesigned Intersections." *Transportation Research Board 1828* (2003): 56-66.
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 - 10 Reynolds, C., et al. (2009). "The Impact of Transportation Infrastructure on Bicycling Injuries and Crashes: A Review of the Literature." *Environmental Health, Vol. 8, No. 47*.

From: Brendon Chetwynd
Sent: Friday, September 13, 2013 9:00 AM
To: Becky Mosca
Cc: Kevin Sweet
Subject: Fwd: Charter

FYI.

Brendon Chetwynd, Chair, Maynard Board of Selectmen
(c) 508-641-5223

Begin forwarded message:

From: "William Cranshaw" <wcranshaw@TownofMaynard.net>
Date: August 28, 2013, 7:34:51 AM EDT
To: "Brendon Chetwynd" <BChetwynd@TownofMaynard.net>
Subject: Re: Charter

Thanks for the reminder. I had hoped to provide some formal comments but just couldn't find the time this month. So best I can offer right now is the following:

The 15 day absence thing for Appointment of temp TA

definition of "town official"

I think there is (still) too much detail of TA-related stuff. It was needed when the TA position was established but maybe not now

There should be a provision to fire TA Without cause if all 5 BOS vote to do so.

Add clarity about who's responsibility for firing employees appointed by a board (I assume TA but maybe board can appeal to BOS?)

are there any committees that aren't really needed? (Do we still have DPW)

BOS should appoint ATA

BOS should have pocket veto over TA hirings

BOS should have responsibility for hiring of positions not anticipated in charter (and can designate)

On Aug 28, 2013, at 6:54 AM, "Brendon Chetwynd" <BChetwynd@TownofMaynard.net> wrote:

~~iv) Financial~~

- ~~a) Schedule joint meetings with the SC near the beginning of the budget process~~
- ~~b) Debt Schedule and Long Term Financial Planning~~
- ~~c) Reduce split tax rate, CPC surcharge on businesses~~

~~v) Senior Services / Needs~~

- ~~a) Short and Long Term~~

~~vi) Project Specific~~

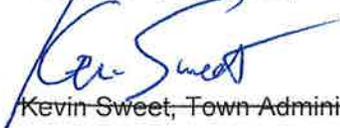
- ~~a) Playgrounds: Path to completion, maintenance~~
- ~~b) 109 Powdermill: Communication, Expectations, etc.~~
- ~~c) 129 Parker Street: Process moving forward, roles and responsibilities, strategy regarding town funds~~

vii) Miscellaneous Polices

- a) Role of Town Administrator and BOS in regards to Counsel communications
- b) Naming of Town Property

~~6. Adjourn (9:30)~~

Respectfully submitted,



Kevin Sweet, Town Administrator

~~Next meeting date: September 17, 2013 in Room 201, Regular Meeting~~