



**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**October 15, 2013**  
**Town Building – Michael J. Gianotis Meeting Room**  
**(No. 201)**

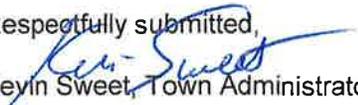
**Special Start time 6:00 pm Regular Meeting Time: 7:00 pm**

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

1. Call to order (6:00)
2. Pledge of Allegiance
3. Interviews, Reserve Police Officer,
  - Michael Sutherland
  - Lucien Comeau
  - Todd Fletcher
4. Public Comment
5. Acceptance of Minutes
  - September 10, 2013 and October 8, 2013
6. Correspondence
  - Fire Department monthly report for Sept. 2013
  - Police Depart. Monthly report for Sept. 2013
  - School Building Comm. Agenda Oct. 9<sup>th</sup> and meeting minutes Sept. 11, 2013
  - Town Clerk monthly report for Sept. 2013
  - Mass Collectors and Treasurers Association, certification for T/C Cheryl Kane.
  - Maynard Golf Course monthly report for Sept. 2013
  - Notice, Planning Board meeting, Oct. 8, 2013
  - Notice from Department of Utilities for Petition, NStar Electric

- Notice, Golf Course Reuse Committee, Oct. 7, 2013
  - Notice, Comcast, will continue to provide service free to schools and local library.
  - Notice, Safety Drill & Training at Maynard High School, Sept. 27, 2013
  - Legal Notice, Planning Board, Oct. 22, 2013
  - Notice, Rabies Clinic, Nov. 2, 2013
  - MBA, meeting minutes for October 1, 2013
  - Capital Group Properties, The Residences at Maynard, dated October 7, 2013
  - Final Warrant for Special Town Meeting on Nov. 4, 2013
  - Copy of RFP, for Maynard Retirement System, Audit Service.
  - AVRTHS, Town Officials Meeting, October 2013
7. Consent Agenda
    - Veterans Day Parade, Monday, November 11, 2013
  8. Proclamation, Purple Heart Resolution
  9. Reserve Fund Transfer request, Account # 0001.0945.574000, Liability Insurance.
  10. MacDonald Development Agreement at Parker/Waltham Street
  11. Chris Kuschel, Complete Streets Resolution: Presentation and Agreement.
  12. Special Town Meeting Discussion, presenters for STM
  13. MayDog, Memorandum of Agreement
  14. Town Administrator's Report
  15. Chairman's Report
  16. Old/New Business
  17. Executive Session
  18. Adjourn (9:30)

Respectfully submitted,

  
Kevin Sweet, Town Administrator

Next meeting date: November 5, 2013 (Regular Meeting)

**THIS AGENDA IS SUBJECT TO CHANGE**



DRAFT

OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNAR**

MUNICIPAL BUILDING  
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

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

Minutes  
9/10  
10/8

**Selectmen's Meeting Minutes**  
**Tuesday, September 10, 2013**  
**Police Station, Training Room**  
**Time: 7:06 pm**

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

**(This public meeting was recorded).**

**Set date and time Special Town Meeting**

A **motion** was made by Selectman Cranshaw to set the date, time and place for the Special Town Meeting, Monday, November 4, 2013 at 7:00 pm at Fowler School Auditorium. Second by Selectman Gavin.

**Vote 4 -0. Motion approved.**

Sel. Do we know how many articles we will have for the Special Town Meeting?

TA, Kevin Sweet, said he thinks around three articles, Chair Chetwynd heard around (4) articles.

- Zoning by-law changes (5)
- Moratorium on Medical Marijuana Treatment Centers (1)
- Dog License fee (3)

Discussion about media coverage on events that have in issues that cause rumors and who in Town should answer those questions. Social Media, which hat you, are wearing at the time use a resident but not as town employee,

Stay off Face Book

Board would like to review either another Towns Policy or a Businesses policy for social media.

Open meeting law regarding email a single back source to keep all emails? TA, we have a (30) window with our Serve. After the 30 days, it has saved a tape backup.

### **Vision, Goals, Discussion & Initiatives (WORKSHOP)**

#### **Communication**

##### **Social Media, Email Distribution, etc.**

Board would like to review either another Towns Policy or a Businesses policy for social media. Board wants understanding maybe not agreement

Open meeting law regarding email, a single back source to keep all emails? TA, we have a (30) window with our Serve. After the 30 days, all information saved a tape backup.

##### **Project updates / status / “Board Bits”**

Board thinks, this is the TA’s day-to-day operation to keep the lines of communication going for Town. Dr. Gerardi agreed, as he keeps the lines of communication going with his Board, teachers, staff, students and parents.

##### **BOS Minutes, Packet, Agendas**

Selectman Cranshaw is looking agenda report with a summary of detail for each agenda item. Comment from Dr. Gerardi, he writes a report for his board, he can send example report.

How do we (BOS) communicate our vision?

Web, TA Blog, Beacon-Villager, WAVM, Dr. Gerardi is planning a vision session with the School Committee to quantify there mission statement. Serve the need of the people.

##### **Economic Development;**

Economic Development Committee? Do we need another committee? Alternatively, we already have funds from article for Redevelopment Authority. Does the mission come from our Board? Yes/ what do we want. New tax base, Committee around Economic or Redevelopment Authority.

Maybe have the new town planner join the BOS at next meeting for a planning session to develop our plan

Collaboration with other organizations

Involve the Public

**Capital / Town Needs (including prioritization);**

We do not have a building schedule, TA; Kevin Sweet said Facilities Manager is working up a schedule. TA commented that a senior center could be dealt with in a 40B project, to add a fitness center.

Fire Station Public Safety Building is # 1 Priority.

Park Deck needs to be list

Senior / Recreation to be listed, this could be wrapped in with a 40B project.

DPW Building needs to be replaced at Winter Street, needs to be on list

School Administration Building needs to be on list

Replace Green Meadow School needs to be on list

**Financial**

Schedule joint meetings with the SC near the beginning of the budget process

Debt Schedule and Long Term Financial Planning

Reduce split tax rate, CPC surcharge on businesses

**Senior Services / Needs fitness center**

Short and Long Term

**Project Specific**

Playgrounds: Path to completion, maintenance

109 Powdermill: Communication, Expectations, etc.

129 Parker Street; Process moving forward, roles and responsibilities, strategy regarding town needs

**(Miscellaneous Polices) Add to next BOS meeting Sept. 17, 2013**

Role of Town Administrator and BOS in regards to Counsel Communications

Naming of Town Property 9/17/13

Adjourn

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

Vote 4-0. Motion approved.

Time: 11:20 pm

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

Date:

\_\_\_\_\_  
Selectman, David Gavin, Clerk

Initials: BJM

Attachment:



OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNARD**

MUNICIPAL BUILDING  
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

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

**Selectmen's Meeting Minutes**  
**Tuesday, October 8, 2013**  
**Room 201, Town Hall**  
**Time: 7:00 pm**

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

**(This public meeting was recorded.)**

**Pledge of Allegiance**

**Public Comments: no public comments**

**Acceptance of Minutes: October 1, 2013**

**A motion** was made by Selectman Gavin to approve the minutes for October 1, 2013 as amended. Second by Selectman Cranshaw. Vote 3-0. **Motion approved.**

**Review of Final Warrant for Special Town Meeting, November 4, 2013 and approve.** TA Kevin Sweet gave the Board a current copy of the Warrant following Legal's review of the articles and language.

Selectman Cranshaw had a question with article # 4; if after the changed fee it should be bold? TA Kevin Sweet will consult with Legal before any necessary change is made to the Warrant

TA Kevin Sweet commented that the Town Clerk would certify the Warrant and post it. However, the rest of the printing would wait until the finance committee's recommendations were available and added.

**A motion** was made by Selectmen Gavin to approve the warrant as shown at the meeting on October 8, 2013. Second by Selectman Cranshaw. Vote 3-0. **Motion approved.**

**A motion** to adjourn the meeting was made by Selectman Gavin. Second by Selectman Cranshaw. Vote 3-0. **Motion approved.**

Time: 7:07 pm

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

Date:

---

Selectman, David Gavin, Clerk

Initials: BJM



# MAYNARD FIRE DEPARTMENT

Fire Chief  
Anthony Stowers

## Monthly Report

### SEPTEMBER 2013

#### FIRE RESPONSE ACTIVITIES

Number of requests for service from September 1, to September 30 was 148 resulting in over 200 responses for the month. The requests break down for the month break down as follows:

Basic life support ambulance	29
Advanced life support ambulance	29
Mutual aid ambulance	6
Motor vehicle accident	5
Pedestrian hit by motor vehicle	0
Flammable gas leak	1
Flammable liquid/Hazardous Material spill	2
Building/Chimney Fire	1
Carbon monoxide detector activation/Problem	4
Other not specifically classified (car fire)	18
Lock-out	1
Mutual aid building fire/Automatic aid	1
Good intent/assist police/investigation/Haz-Mat Investigation	5
Well-being check/Medical Assist	7
Rescue (trench Rescue)	0
Smoke Investigation	1
System/Furnace malfunction/Hazardous Condition	1
Smoke detector/Alarm activation with no fire	4
LP gas inspection/Tank Truck/Fuel Tank	1
Inspection or Investigation of citizens complaint	4
Smoke/CO detector/Oil Burner inspection	24
Arcing electrical/wires down/overheat	1
Cooking Fire/barbeque fire/Brush/Vegetation	2
Unintentional false/canceled/unauthorized burning/other	1
Malicious False Alarm	1
Fireworks/Explosion	0
Total	148

#### TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 311 hours of on-shift and off shift training this month in a variety of topics such as driver/operator, Recruit Academy, and hydrant and drafting operations, and building familiarity with walks through multiple buildings among other topics. Training also continued for our probationary firefighters as they become familiar with Maynard Fire Department procedures and methods. In addition all 4 groups continued working on our pre-fire planning program.

## SHIFT PROJECTS AND ACTIVITIES

We have continued working closely with a software company called GovCentric; we have started using the pre-fire planning component of this system. We have also implemented the new Software program for Smoke and Carbon Monoxide Detector inspections with excellent results!

Firefighter Tim Gray performed multiple repairs in-house saving the department considerable time and money, thank you Tim!

## ACTIONS OF NOTE:

We have been busy this month working with the contractor for the new Maynard High School on inspecting the new facility.

We sent fire engines to multiple block parties or neighborhood events in September.

We met with the Pyrotechnics Company performing this year's fireworks and approved their Witten plan.

We are continuing to work with the Maynard Police Department and Maynard Schools on a community wide approach to school safety and participated in a mock school shooting at the High School on September 27<sup>th</sup>. We found all town departments worked very well together and we are a little more prepared in the event arises.

We will be starting our annual 304 inspection program early in October after a lot of work with the software contractor and this too will be done in electronic form.

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

We have submitted two fire safety articles to the Beacon Villager for September!

We are continuing to aggressively pursue grant funding from multiple sources.

Our public education campaign has continued and we have added some very important safety information to both the Fire Department website and our Maynard Fire Department Facebook Page.

Firefighter Angela Lawless continued her recruit program on in September and she will graduate on October 11!

On Tuesday, September 17<sup>th</sup>, the Maynard Fire Department, along with the Maynard Board of Selectman held a ceremony to honor years of service for some of our veteran firefighters swore in a new firefighter and pinned firefighters who have successfully completed their probationary period here at Maynard Fire.

We have hired former Maynard Fire Captain and retired Wayland Fire Chief Robert Loomer on a part-time basis to assist us with our inspectional services program.

Respectfully Submitted,  
Anthony Stowers



**Figure 1 From Left, Selectman David Gavin (partially obscured, sorry), Chairman Brendan Chetwynd, Captain Walter Latta Jr., Firefighter Patrick Hakey, Firefighter Craig Desjardins, Firefighter Shawn Boulette (rear), Firefighter Tim Gray, and Selectwoman Dawn Capello, Selectman William Cranshaw, Fire Chief Anthony Stowers, Firefighter Dan Gould (rear), Acting Captain Gerry Byrne, Captain Peter Morrison, Stow Fire Chief Joseph Landry and Firefighter Sean Layton.**



## **Maynard Police Department**

**Chief Mark W. Dubois**

**To: Board of Selectmen**

### **Monthly Report – SEPTEMBER 2013**

The month of September marks the start of a very busy season for the Police Department, with the start of school, many town events, and several training opportunities that lead right up to the New Year.

Residents will notice the crossing guards have more visibility with 2 new signs on display while they are stopping traffic during the start and end of the school day. The Police Department purchased a sign to display in the street for approaching vehicles. The neon yellow sign alerts commuters of children crossing and helps in lowering speeds. The crossing guards are utilizing a hand held "stop" sign to provide even more visibility. Both signs appear to be working as expected.

Annually the Police Department hosts a Bank Teller and Store Clerk meeting to educate retail employees about the Police Departments response to particular crimes and how they should act if victimized while at work. The class was presented by Acting Sergeant Duggan and was successful with a good attendance of citizens.

The 16<sup>th</sup> Annual Maynard Road Race on Saturday September 21<sup>st</sup> was another successful event that was without any incidents.

On September 27<sup>th</sup> we held a multi town department training event at Maynard High School that was collaboration between Maynard Police, Fire, School, and Highways department. This training event tested our response to a critical incident along with communication ability. We identified some of the police departments strengths and areas that need improvement.

I would like to recognize Acting Sergeant William Duggan for an incredible job organizing and coordinating this event.

Attached are the police department statistics for September.

Respectfully submitted,

Mark W. Dubois

## Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Hang Up	0	1	1
911 Abandoned	0	5	5
911 Accidental	0	7	7
Abandoned Property	0	1	1
Alarm Fire/Smoke	0	6	6
Alarm / Carbon Monoxide	0	1	1
Alarm, Burglar	1	11	12
Animal Complaint	1	12	13
Alcohol Offense	0	1	1
Arrest / Fugitive	1	0	1
Area check	105	1	106
Assault	0	2	2
Assist Citizen	0	15	15
Assist Fire Dept.	0	7	7
Assist Other Agency	0	4	4
Barking Dog	0	1	1
B & E (Past)	0	2	2
By-Law Violation	0	1	1
Prisoner Cell Checks	0	12	12
Building Check	213	0	213
Civil Dispute	0	2	2
Disturbance	1	12	13
Disabled MV	1	2	3
Domestic Disturbance	0	9	9
Dumping, Illegal	0	1	1
Fire, Box Alarm	0	1	1
Fire, Other	0	3	3
Field Check	0	1	1
Field Interview	2	0	2
Follow Up Investigation	0	1	1
Fraud	0	2	2
General Service	1	12	13
Harassing / Harassing Calls	0	5	5
House Check	9	0	9
Hazard	0	6	6
ID Check	0	2	2
Investigation	0	3	3
Larceny of a Motor Vehicle	0	2	2
Larceny	0	6	6
Loud Music	0	2	2
Medical Emergency	0	46	46
Missing Person	1	1	2
Mutual Aid - Stow	0	1	1
M/V Accident w/ no injuries	0	10	10
M/V Accident; Hit & Run	0	6	6
Motor Vehicle Stop	178	2	180
Motor Vehicle Violation	0	14	14
Notification	1	1	2
Nuisance	0	3	3
Open door	1	3	4
Serve Paperwork	0	1	1
Parking Complaint	1	8	9
Found / Lost Property	0	8	8
Radar Enforcement	53	0	53
Recovered Stolen MV	0	1	1
Serve Restraining Order	2	0	2
Suicide / Threat	0	1	1
Suspicious Activity	4	18	22
Threatening to Commit a Crime	0	1	1
Traffic Enforcement	1	0	1
Traffic Control	0	1	1
Trespassing	0	6	6
Traffic Hazard	0	1	1
Vandalism	0	1	1
Serve Warrant	0	3	3
Well Being Check	0	12	12
Wire Down	0	4	4
<b>TOTAL</b>	<b>577</b>	<b>315</b>	<b>892</b>



## TOWN of MAYNARD SCHOOL BUILDING COMMITTEE

Wednesday October 9, 2013 @ 6:30 PM

### Coolidge Building

Mtg. # 80-11

## AGENDA

### DRAFT

- **Safety:**
  - Safety issues highlighted at the job site and in the schools.
- **Finance:**
  - Review and approve project change orders (If applicable)
  - Review and approve any project bills presented to the committee
- **Full Committee:**
  - Approve minutes from September 11th meeting.
  - Overall progress:
    - Tappe/ Municipal
      - School staff, students and Admin (deficiency list in book in office)
      - Construction update
        - Auditorium
        - General building punch list
        - Parking, walks, benches, brick walks, athletic field, etc.
        - Commissioning update
      - General schedule update
- **Open issues/New Business:**

**Chairperson:** J Culbert

**Posted by:** J Culbert

**Posting date:** October 5, 2013

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

This agenda is subject to change.



**MAYNARD  
TOWN SCHOOL BUILDING COMMITTEE**

**Wednesday September 11, 2013 @ 6:30 PM**

**New Maynard High School  
Mtg. # 79-10**

**DRAFT**

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

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

**Meeting opened at 6:30 p.m.**

- **Safety:**

*No issues discussed*

- **Finance:**

- **Review and approve project change orders:**

*No issues discussed*

- **Review and approve project bills:**

*The attached list of invoices was presented for approval.*

*A motion was made by Anthony and seconded by Bonnie to approve the invoices presented, totaling \$1,597,880 and recommend them for payment. All present voted approval.*

- **Full Committee:**

- **Approve minutes of August 14, 2013:**

*Motion to approve made by David, 2<sup>nd</sup> by Bonnie. All present voted approval.*

- **Overall progress:**

- Partial temporary use and occupancy permits were received & partial substantial completion certificates were issued on August 28<sup>th</sup> for every portion of the building with the exception of the Auditorium. (see more information below)
- Municipal and Tappé provided a brief update to the completion progress. Both MBC and Tappé expressed their disappointment and concerns that the project was/is not as complete as expected but working with the administration the student orientation went on as planned. The superintendent and principal made it clear that they wished more work was complete and that if the contractor continues to complete the items they have indicated are critical for school opening, then the 1<sup>st</sup> day of school will stay as planned. The superintendent, principal, MBC, Tappé and the contractor meet constantly for updates.
- The administration also expressed its concerns with the training of the myriad of systems and equipment in the building. MBC indicated that they were working with CTA and Gregg Lefter to solidify a schedule so the appropriate personnel could be made available.
- The Grand Opening ceremony was discussed and it was agreed that the committees' preference was for a Saturday and that December 7<sup>th</sup> would be the best day also considering the historical significance of the day. The principal will review with the PTO and the rest of the administration and confirm. MBC will coordinate with the MSBA.
- Exterior finish work will continue through September, but all paving required for this phase will be complete prior to school opening.
- Wood panel/trim work, punch list, hardware work and other critical items will continue after hours and weekends through September and into October.



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

**Activity Report**

- 2013 dog licenses and late fees and fines are being collected. Number of dogs licensed to date is 1,108. Animal Control Officer, Jennifer Condon will be mailing out a second offense citations on October 8<sup>th</sup> to dog owners who have failed to license their dog (s) for the year (approximately 98).
- All fees and fines taken in were recorded, reported and turned over to the Treasurer-Collector's Office.
- All birth, death & marriage records were reported to the Registry of Vital Records and Statistics.
- Fees were collected for the following documents and citations:
  - 4 – Business Certificates
  - 16 – Birth Certificates
  - 16 – Death Certificates
  - 16 – Marriage Certificates
  - 6 - Marriage Intentions
  - 46 - Dog Citations
  - 1 - Board of Health Citation
- The following individuals were sworn into office:
  - Council on Aging  
Nancy Hatch  
Thomas P. Papson
  - Maynard Green Communities  
Marie Morando  
Christopher Okafor  
Eric Smith

**Massachusetts  
Collectors and Treasurers  
Association**



**Michael J. Hanlon, Jr. - Executive Director**  
510 King Street  
Littleton, MA 01460

Phone: (978) 952-6644  
Fax: (978) 952-6655  
E-mail: [masscta@gmail.com](mailto:masscta@gmail.com)

October 7, 2013

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

Dear Members of the Board:

We are pleased to advise you that the Treasurer/Collector of your town, Cheryl Kane, by virtue of Certification by this Association has earned the designation of Certified Massachusetts Municipal Treasurer. A certificate attesting to that fact will be awarded her on November 13<sup>th</sup> at our Holiday Meeting at the Pleasant Valley Country Club in Sutton.

Certification was achieved by having satisfactorily met the testing requirements promulgated by this Association as to experience and schooling, including successful completion of an arduous four-day course at the Association's Annual School at the University of Massachusetts, Amherst, during each of the past three years.

Courses at the School are taught by senior officials from the Massachusetts Department of Revenue, by attorneys and financial managers who specialize in municipal finance, and by senior Treasurers and Collectors who have previously earned their own certification. Courses included such subjects as municipal finance law, cash management, investing and borrowing techniques, trust funds, municipal accounting and several other courses designed to increase the expertise of your Treasurer/Collector.

We want to extend our congratulations to you and the citizens of your town for the support given your Treasurer/Collector, which culminated in this great honor. It is our hope this support will be maintained to permit continued attendance at our Annual School.

Certification is subject to renewal every five years and is dependent on successful participation in the continuing education program conducted by this Association. We are confident you agree that the better informed and more knowledgeable the public official, the better the community is served.

Should you or a senior administrator from your town wish to attend the awards luncheon, please call the MCTA office for details.

Sincerely

Michael J. Hanlon, Jr., Executive Director  
Massachusetts Collectors and Treasurers Association

MJH/dfo



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

**Report for Maynard Board of Selectman  
September 26th, 2013**

**Revenue Update – YTD thru August 30th.**

- Season Passes 2013 = \$91,370 vs 2012 = \$113,920 down \$22,550 (20%)
- Greens fees 2013 = \$123,559 vs 2012 = \$111,922 up \$11,637 +10%
- Golf Carts 2013 = \$33,152 vs 2012 = \$ 31,833 up \$ 1,319 + 4%.

Complete revenue report is attached. Lease fee due year to date on September 15<sup>th</sup> is \$29,614 \$36,598.36 has been paid by SGM year to date in Capital repairs.

**Capital Repairs paid since last report - in lieu of Lease fee payment YTD.**

Skilling's – invoice paid for Hydrofracking and Re-rate #2 well field	\$8,600.00
<u>Adam J. Sahlberg Plumbing – replacement of kitchen grease trap</u>	<u>\$3,900.00</u>
Total Paid by SGM year to date	\$36,598.36

**Business** – August 2013 greens fees were up 32% , and carts were up 10% versus 2012. It was a beautiful month for golf with no days exceeding 90 degrees. We picked up a few heavy rain days, but they did not come on the weekends. This was an exciting month for us, and shows more of what I feel the course can do on a monthly basis with good weather and good conditions.

**News** – We are offering a Maynard Town Appreciation Day at the golf course on Saturday October 12<sup>th</sup>, offering Maynard Residents and Town Employees a free round of golf at the course. We are hoping to gain exposure, and to continue to grow good will with the residents and to get some golfers that have not yet come over to play golf to visit and play.

**Pro Shop** – Pro shop sales through the end of August have increased over last year. We are trying to offer a good selection of balls, gloves, bags, putters, wedges, and accessories within the very small footprint of the shop area that we have to work with.

**Lessons and Clinics** – As we summer comes to an end and the kids go back to school, here is a recap of the season. We ran our Junior golf lessons through the Maynard Boys and Girls club again this year and we had around 40 new golfers attend 6 different sessions. We also ran the Junior PGA League this summer with 8 juniors participating in a series of Scramble matches with 4 local courses. The juniors had a good time and 3 of these new golfers have joined the club as Junior members.

**MHS Golf Team** - Maynard High has been practicing and playing here this fall and although a very young team they have shown promise. Five of the Maynard High School team members are Junior members here at the course.



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

**Grounds** – Our Golf Course Superintendent, Dan Wetherell, quit and walked off the job over the weekend of September 14<sup>th</sup>/15<sup>th</sup> with no notice, numerous phone calls and texts have garnered no response from him. David Stowe, Sterling Golf Director of Maintenance, along with myself and staff from MGC and our other clubs have been filling in the gap to make sure all work is being done at the course.

The course conditions continue to improve nicely. Greens are much better, we have more work to do on collars and surrounds, tees are improving and fairways continue to be in good shape. We are chasing some damage on fairways from skunks and crows due to grubs as we get them under control. We have completed fall aeration and overseeding of greens, tees and collars and they continue to improve with the additional work on them along with the better fall growing weather.

The irrigation system has been causing us problems, we are working on analyzing it further in order to better prepare a plan of what is needed for repairs. The system has not been able to be operated with automatic night cycles and has required early morning manual watering by the staff.

**Irrigation, Wells and Water:** - The pump motor failed a few weeks ago on the “new” well field on the 2<sup>nd</sup> hole, so at this time it is not in operation, but due to cooler weather we have had enough water for the course with the two deep rock wells in constant operation. The motor was around 10 - 15 years old according to Skillings, they offered a quote of \$850 plus installation for its replacement, which I approved on 9/19, and we are waiting for installation to bring that system back online.

Results of the output from the 2<sup>nd</sup> hole well field after they were Hydrofracked are attached to this report.

**Building** – The grease trap in the kitchen failed from old age and we had it replaced by Adam J Sahlberg Plumbing. We had an emergency call in by Roto-Rooter while preparing for a wedding after the kitchen sewer system backed up, they were able to resolve the issue on a temporary basis until the grease trap was replaced. The other item that needs to be replaced is the clubhouse is the gas insert in the fireplace, we are currently collecting three quotes for replacement with the goal to get it in before cold weather sets in.

**Capital** – The **garage doors** on the backside of the clubhouse, that allow access to the area used as the maintenance building are in desperate need of replacement. The doors are rotten and panels are falling apart and the doors are falling off the hinges. The building cannot be adequately secured. This is a recommendation only by us, and all we are doing at this time is collecting quotes for future direction on replacement by the Town. Photos attached.

The **hazardous weather shelters** on the course are falling apart and are in need of replacement, photos attached. I have one quote for \$7,500, and we are in the process of collecting two more quotes for rebuilding them. This is a recommendation only by us, and all we are doing at this time is collecting quotes for future direction on replacement by the Town.

# *Sterling Golf Management, Inc.*

## Maynard Golf Course

### Statement of Revenues for August 2013

<u>Revenue Category</u>	<u>Amount</u>	<u>Y-T-D</u>
Season Passes	-	91,370.00
Locker Rentals	30.00	500.00
Greens Fee	36,314.00	123,559.00
Golf Carts	8,430.62	33,152.77
<b>Total Golf Revenue</b>	<u>44,774.62</u>	<u>248,581.77</u>
<b>Lease Fee Due on Golf Revenue (10%)</b>	4,477.46	24,858.18
Food Sales	11,980.01	39,010.71
Liquor Sales	11,604.08	45,509.15
Hall Rentals	1,450.00	10,599.00
<b>Total Food Service Revenue</b>	<u>25,034.09</u>	<u>95,118.86</u>
<b>Lease Fee Due on Food Service Revenue (5%)</b>	1,251.70	
Lease Fee Due - August	5,729.17	
<b>Amount paid with this statement</b>	_____	
<b>Total amount towards Lease Fee</b>	<u>_____</u>	
(Total Year-to-Date Lease Fee)	29,614.12	29,614.12
<b>DUE September 15th</b>		

Date Posted October 3, 2013

## TOWN OF MAYNARD

### MEETING NOTICE

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

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

### PLANNING BOARD

Address of Meeting: 195 Main Street, Maynard Room: 101

Tuesday, October 8, 2013

7:00 p.m.

**M T W T H F**

---

Month	Date	Year	Time	AM/PM
-------	------	------	------	-------

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

1. Approval of Minutes of previous meeting(s): **September 10, 2013 and September 24, 2013; (if available)**
2. Old/New Business:
  - Discussion of 129 Parker Street 2nd Visioning Session and Next Steps
  - Discussion of Preparing for Presentation of Proposed Zoning Bylaw Amendments at the November 4th Special Town Meeting
  - Planning Board vacancy on Maynard Community Preservation Committee
  - Town Engineer/DPW Memo re: Taylor Road Subdivision
3. Other Information
4. Correspondence

### **THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Bernard Cahill, Chairman

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

Date: October 3, 2013



# The Commonwealth of Massachusetts

## DEPARTMENT OF PUBLIC UTILITIES

### NOTICE OF FILING, PUBLIC HEARING, PROCEDURAL CONFERENCE, AND REQUEST FOR COMMENTS

D.P.U. 13-148

September 25, 2013

Petition of NSTAR Electric Company for approval by the Department of Public Utilities of:  
(1) six long-term contracts for procurement of renewable energy and renewable energy credits from six individual wind projects, pursuant to St. 2012, c. 209, § 36 and 220 C.M.R. § 21.00 et seq.; and (2) a long-term renewable contract adjustment mechanism tariff, M.D.P.U. No. 164B.

On September 20, 2013, NSTAR Electric Company ("NSTAR" or "Company") filed a petition with the Department of Public Utilities ("Department") seeking approval, pursuant to Section 83A of An Act Relative to Green Communities, St. 2008, c. 169 ("Section 83A")<sup>1</sup> and 220 C.M.R. § 21.00 et seq., of six long-term contracts to purchase wind power and associated renewable energy certificates ("RECs"). The proposed contracts between NSTAR and Iberdrola Renewables, LLC ("Iberdrola"), Evergreen Wind Power II, LLC ("Evergreen"), Blue Sky West, LLC ("Blue Sky"), Passamaquoddy Wind, LLC ("Passamaquoddy"), and Peskotmuhkati Wind, LLC ("Peskotmuhkati") are for the output of the following facilities: (a) Wild Meadows in Merrimack and Groton Counties, New Hampshire (Iberdrola); (b) Fletcher Mountain in Somerset City, Maine (Iberdrola); (c) Oakfield Wind in Oakfield, Maine (Evergreen); (d) Bingham Wind in Mayfield Township, Maine (Blue Sky); (e) Passamaquoddy Wind in Columbia Falls, Maine (Passamaquoddy); and (f) Peskotmuhkati Wind in Columbia Falls, Maine (Peskotmuhkati). The Company also seeks approval of a proposed tariff, M.D.P.U. No. 164B, which provides for the recovery of costs associated with long-term contracts for renewable energy procured pursuant to Section 83A.

Section 83A requires each electric distribution company to jointly solicit proposals for long-term contracts of 10 to 20 years in duration from renewable energy developers at least twice during the period from January 1, 2013 through December 31, 2016, and, if the proposals received are reasonable, to enter into cost-effective long-term contracts to facilitate the financing of renewable energy generation apportioned among the electric distribution companies. St. 2012, c. 209, § 36; 220 C.M.R. §§ 21.00 et seq. A long-term contract must be approved by the Department before it can become effective. St. 2012, c. 209, § 36; 220 C.M.R. § 21.03(3). The Department must take into consideration both the potential costs and benefits of such

<sup>1</sup> Section 83A was added to the Green Communities Act by An Act Relative to Competitively Priced Electricity in the Commonwealth, St. 2012, c. 209, § 36.

contracts and shall approve a contract only upon a finding that it is a cost-effective mechanism for procuring low cost renewable energy on a long-term basis taking into account the factors outlined in Section 83A. St. 2012, c. 209, § 36; 220 C.M.R. § 21.05.

In accordance with Section 83A, the electric distribution companies and the Department of Energy Resources jointly developed a request for proposals ("RFP") for the supply of renewable electric energy and RECs. On March 29, 2013, the Department approved the method of soliciting and executing long-term contracts, as well as the timetable, contained in the jointly proposed RFP. Fitchburg Gas and Electric Light Company et al., D.P.U. 13-57 (March 29, 2013). On April 1, 2013, the electric distribution companies jointly issued the RFP. The electric distribution companies state that the six projects compare favorably on price and non-price factors to the range of renewable energy resources available in the marketplace today and are thus, low-cost, cost-effective contracts. The electric distribution companies have requested approval of the Oakfield Wind project contracts on or before December 6, 2013.

The proposed contracts anticipate the following commercial operation dates: (a) Wild Meadows: December 31, 2016; (b) Fletcher Mountain: December 31, 2016; (c) Oakfield Wind: December 31, 2015; (d) Bingham Wind: December 31, 2016; (e) Passamoquoddy Wind: November 30, 2015; and (f) Peskotmuhkati Wind: November 30, 2104. Under the proposed contracts, NSTAR will purchase 745,164,728 kilowatt-hours ("kWh") annually. Pursuant to Section 83A and 220 C.M.R. § 21.07, the Company proposes to collect an annual remuneration equal to 2.75 percent of the annual payments under the contract to compensate the Company for accepting the financial obligation of the long-term contract.

The Company projects that the costs to customers of the contract payments and remuneration to the Company will be below the projected market value of the products purchased under the contract. According to the Company, if its petition is approved, the bill of an average Cambridge Electric Light Company customer using an average of 393 kWh per month will decrease by \$0.51 or 0.8 percent; an average Boston Edison Company customer using an average of 586 kWh per month will decrease by \$0.76 or 0.7 percent; and an average Commonwealth Electric Company customer using an average of 584 kWh per month will decrease \$0.75 or 0.7 percent, relative to current rates.

The Department will conduct a public hearing to receive comments on the Company's filing on **Wednesday, October 23, 2013** at 3:00 p.m. at the Department's offices, One South Station, 5th Floor, Boston, Massachusetts. Persons interested in commenting on the Company's filing may do so at the public hearing or may file written comments by the close of business (5:00 p.m.) on **Wednesday, October 23, 2013**. A procedural conference will be held on **Wednesday, October 9, 2013** at 3:00 p.m. at the Department's offices, One South Station, 5<sup>th</sup> Floor, Boston, Massachusetts.

Persons interested in participating in the evidentiary phase of this proceeding must file a written petition for leave to intervene with the Department no later than the close of business (5:00 p.m.) on **Monday, October 7, 2013**. A petition filed late may be disallowed as untimely, unless good cause is shown for waiver under 220 C.M.R. § 1.01(4). Receipt by the Department,

not mailing, constitutes filing and determines whether a petition has been timely filed. A petition for leave to intervene must satisfy the substantive requirements of 220 C.M.R. § 1.03. To be allowed, a petition under 220 C.M.R. § 1.03(1) must satisfy the standing requirements of G.L. c. 30A, § 10. Responses to petitions to intervene must be filed with the Department no later than the close of business (5:00 p.m.) on **Tuesday, October 8, 2013**.

The original of all documents must be filed with Mark D. Marini, Secretary, Department of Public Utilities, One South Station, 5th Floor, Boston, Massachusetts, 02110. In addition, two (2) copies of all documents filed with the Department must be sent to Jessica Buno, Hearing Officer, and Selma Urman, Hearing Officer, Department of Public Utilities, One South Station, 5th Floor, Boston, Massachusetts 02110. One copy of all documents filed with the Department must also be sent to: (1) NSTAR's counsel, Danielle Winter, Esq. and Donald Boecke, Esq., Keegan Werlin LLP, 265 Franklin Street, Boston, Massachusetts 02110, and (2) the service list.

All documents must also be submitted to the Department in electronic format using one of the following methods: (1) by e-mail attachment to [dpu.efiling@state.ma.us](mailto:dpu.efiling@state.ma.us) and the Hearing Officers, [jessica.buno@state.ma.us](mailto:jessica.buno@state.ma.us) and [selma.urman@state.ma.us](mailto:selma.urman@state.ma.us) or (2) on a CD-ROM. The text of the e-mail or CD-ROM must specify: (1) the docket number of the proceeding (D.P.U. 13-148); (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document. The electronic filing should also include the name, title, and telephone number of a person to contact in the event of questions about the filing. All documents submitted in electronic format will be posted on the Department's website: <http://www.mass.gov/dpu>.

Copies of the filing are available for inspection during regular business hours at NSTAR Electric Company, One NSTAR Way, Westwood, Massachusetts 02090, and on the Company's website: [www.nstar.com](http://www.nstar.com). Copies are also available for inspection during regular business hours at the Department's offices, One South Station – 5th Floor, Boston, Massachusetts 02110, and on the Department's website, <http://www.mass.gov/dpu>, by accessing the File Room link.

For further information regarding the Company's filing, please contact the Company's counsel, Danielle Winter and Donald Boecke, at (617) 951-1400. For further information regarding this notice, please contact the Department Hearing Officers assigned to this case, Jessica Buno, at (617) 305-3527, or Selma Urman, at (617) 305-3500.



## MAYNARD GOLF COURSE RE-USE COMMITTEE

**Monday, October 7th, 2013 @ 7:00 PM**

Town Hall  
Lower Level  
**Mtg. # 17-2**

- **Committee:**
  - Open meeting, verify quorum
  - Approve minutes from September 16th, 2013 meeting
  
- **Full Committee:**
  - Open Comments from Public
  - Review Recent Updates (if any)
  - Review Status of Drafts (working session)
  
- **Open issues/New Business:**
  - Open Comments from Public
  - Committee Round Table
  - Proposed Meetings for Fall:  
October 21st

***Chairperson: Mark Grundstrom Posted by: Mark Grundstrom Posting date: September 30, 2013***

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

This agenda is subject to change.



September 16, 2013

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

**Dear Chairman and Members of the Board::**

Comcast is pleased to announce that it will continue to provide high-speed Internet service to **Maynard** schools, and your local library, free of charge again this year, continuing the company's tradition of putting its advanced fiber technology to work for the communities we serve.

Comcast has offered free high-speed Internet service to schools, libraries and Boys & Girls Clubs across the region since our arrival in 2003. Comcast also uses an advanced fiber-rich network to deliver free cable television service to schools and other public buildings in **Maynard**. The company's broadband contribution in **Maynard** alone has an annual value of more than **\$2635.8**.

Additionally, Comcast recently launched Internet Essentials, a program which provides families with children who are eligible to receive free lunches under the National School Lunch Program (NSLP) with low-cost Internet service, affordable computers and digital literacy training. The goal of Internet Essentials is to help close the digital divide and ensure more Americans benefit from all the Internet has to offer. The national program addresses what research has identified as the three primary barriers to broadband adoption – 1) a lack of understanding of how the Internet is relevant and useful; 2) the cost of a home computer; and 3) the cost of Internet service. The launch of this program has been a collaborative effort with schools, community leadership and community based organizations throughout the country. To learn more, please visit [www.internetessentials.com](http://www.internetessentials.com).

Comcast is focused on delivering the best in innovation, information and entertainment to our customers in **Maynard** and across the region. We are committed to using our resources to make meaningful investments in communities where our customers and employees live and work. Comcast is pleased to help make a difference in schools and libraries by providing fast and reliable video and high-speed Internet connections.

As always, it has been a pleasure working with your community and we look forward to continuing our support of **Maynard** for years to come.

Sincerely yours,

*Timothy Kelly*

**Timothy Kelly**  
Senior Manager, Government and Regulatory Affairs  
Comcast – Greater Boston Region

**From:** Kevin Sweet  
**Sent:** Monday, September 30, 2013 6:47 AM  
**To:** Brendon Chetwynd; David Gavin (daviddgavin@verizon.net); D Capello; William Cranshaw  
**Cc:** Becky Mosca  
**Subject:** FW: Today's Safety Drill & Training

FYI-

I had an opportunity to observe an Active Shooter Drill conducted this past Friday at our new High School. It was truly a great opportunity to see our first responders in action. This type of training shows the level of dedication of both our Chief's to the development of their Departments and commitment to training.

**From:** Chuck Caragianes [<mailto:ccaragianes@maynard.k12.ma.us>]  
**Sent:** Friday, September 27, 2013 1:22 PM  
**To:** MHS Staff  
**Cc:** Mark Dubois; Anthony Stowers; Kevin Sweet  
**Subject:** Today's Safety Drill & Training

Good afternoon--

I would like to thank the entire Maynard High School staff, our student and staff volunteers who actively participated, the Maynard Police Department, Fire Department, Department of Public Works, and Ambulance Service for the tremendous professionalism and organization that went into today's Emergency Incident training.

The support of the Town of Maynard under the direction of Town Administrator Kevin Sweet and the Maynard Public Schools under the direction of Superintendent Gerardi were essential elements to bring about today's training.

It seems strange to call an event such as the one we staged today a success, but it was indeed successful as it demonstrated our readiness, areas we must address, and provided invaluable experience for all of our town first responders.

I invite you to send me your own observations, suggestions for improvement, and any physical plant deficiencies you noted during today's activities.

Thank you once again for all of your hard work this year.

I am constantly reminded that the children of the Town of Maynard are fortunate to be in a school with such a remarkably dedicated staff and that I am blessed to be a principal in a school community such as ours.

Take care and have a great weekend--  
Chuck Caragianes

--  
Charles Caragianes, M.Ed.  
Principal  
Maynard High School



# TOWN OF MAYNARD

## Office of Municipal Services

MUNICIPAL BUILDING

195 Main Street

Maynard, MA 01754

Tel: 978-897-1302

Fax: 978-897-8489

[www.townofmaynard.net](http://www.townofmaynard.net)

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, October 22, 2013 at 7:30 p.m.** at the Maynard Town Building, 195 Main Street, Maynard, Room 101 to discuss the following proposed changes to the **Maynard Protective Zoning Bylaws**:

**Proposed Changes: Table of uses**

**To amend the Town's Zoning Bylaws as follows:**

1. In the Section 3.1.2, Table A, Use Regulations, part 4, omit the use "Supermarket" and the designations which follow it.
2. In place thereof, Amend Table A - Use Regulations in Section 3.1.2 by adding the following
  - a. "Supermarket, up to 25,000 square feet Floor Area, Gross" in the Central Business District (CB), Business District (B), Industrial (I) District, and Health Care/Industrial District (HCI) would be an allowed or permitted use ("Y"); and
  - b. "Supermarket, greater than 25,000 square feet Floor Area, Gross and up to 65,000 square feet Floor Area, Gross" in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) would be allowed subject to Special Permit from the Planning Board ("PB") but in the Central Business District (CB) would be changed to a prohibited use ("N"); and
  - c. "Supermarket, greater than 65,000 square feet Floor Area, Gross" in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) 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](http://www.townofmaynard.net)) under Planning Division.

Bernard Cahill, Chairman  
Maynard Planning Board



# **RABIES CLINIC for Dogs and Cats**

**November 2, 2013  
10:30am to 11:30am**

**DPW Garage  
at the end of Winter Street**

**Rabies Vaccine—\$15.00 per animal**

**CASH ONLY**

Proof of current rabies tag required  
to receive 3-year vaccination.  
Otherwise, a 1-year vaccine will be given

***Municipal Services 978-897-1302***

*The risk of rabies to pets and humans is very real. If you have been bitten, scratched, or otherwise exposed to a potentially rabid animal, call your doctor right away and notify the Animal Control Officer of Maynard through the Police Department (978-897-1101).*





## MEETING MINUTES October 1, 2013

A meeting of the MBA was held on October 1 with the following people in attendance: Kelli Costa, Nick Johnson, Deb Hledik, Melissa Levine, Tom Babaian, Brandon Hodgkin, Dave & Betsy Griffin, Mary Brannelly, Lynda Thayer, Elizabeth Steiner Milligan, Bruce Davidson, Bruce Lucier, and Pablo Carbonell.

The meeting was called to order at 5:40 p.m.

1. Members of the Nominating Committee let the group know that there were open positions: VP, Secretary, Treasurer and Board Member. The following people put their name in for consideration: Dave Griffin for Secretary, Tom Babaian for Treasurer, Mary Brannelly as a Board Member, and Pablo Carbonell for VP.
2. The Revitalize Maynard Collaborative (RMC) is interested in joining forces with the MBA. The MBA members think this is a good idea. Melissa Levine and Kelli Costa will sit down with two of the members from the RMC and discuss the options as to how this could happen.
3. **Holiday Sip & Stroll:** Will take place on Saturday, Dec. 7th from 6-8 p.m. The MBA voted to pay Dave's Landscaping to decorate the lampposts around town again this year and we have permission from the town to add more lights to the park. The DPW will light the bushes and Ann Heinonen from Assabet Valley Tree will light the small tree in the park. The MBA will pay Dave's Landscaping to light the 3 crab apple trees and a 15' tree that Kelli may be able to have someone donate.

The group also voted to pay for: a police detail, flyers and a 1/2 page ad in the Action Unlimited to help publicize the event.

Many businesses have signed up to participate. Santa will arrive on a fire truck again this year and will visit with the kids at Prudential. Summer St. Fine Consign will be a Hot Chocolate House. We will see if the Boy/Girl Scouts can hand out flyers that night to let people know who is participating.

**Holiday Window Contest:** voting will take place that night only and there will be one voting station for the public to vote. Place TBD.

Nancy Quinn let the group know that Oktoberfest will take place on Saturday, October 12 from 3-8:30 p.m., it will not be on the day of Maynard Fest. And the Olde Fashion Christmas Parade will take place on Sunday, Dec. 1st this year.

Next meeting TBD.

**Becky Mosca**

---

**From:** Kelli Costa <galleryseven@verizon.net>  
**Sent:** Tuesday, October 08, 2013 12:57 PM  
**Subject:** Oktoberfest 2013

Dear Member,

Please join us Saturday, October 12th for Oktoberfest 2013, sponsored by The Maynard Rotary. This year there will be expanded kids activities starting at 3:00 p.m., and including the following free activities: Mr. Vic, Sand Art, Moon Bounce, face painting, clown balloon twisting and more. Pumpkin Painting and Happy Wagon rides will be offered for \$3 each. The traditional Beer Garden, food, fun and music will all be part of the event, which will end with a spectacular fireworks display over Mill Pond. New this year - reserved tables of 10 are available for \$50/table. This is the Maynard Rotary Club's primary, annual fundraising event, funding local scholarships and community activities, including the Annual Christmas Parade. A voluntary gate donation of \$1 per person is requested. For table reservations or more information, please contact Nancy Quinn at (617)515-0897. Hope to see you Saturday!

Nancy Quinn  
The Maynard Rotary Club



# CAPITAL GROUP

PROPERTIES

October 7, 2013

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

**Re: The Residences at Maynard – A Capital Group Properties Development  
Site Eligibility & Acceptance Application Filing**

Mr. Sweet:

Attached is a copy of the site eligibility acceptance package that is being filed with regard to the above referenced affordable housing project. *The Residences at Maynard* will consist of 317 apartment style condominium units in ten buildings (152 one bedroom; 165 two bedroom); 79 of which will be affordable, consistent with MGL Ch. 40B. There will be a newly created common access/egress drive from Parker Street, which will also eventually serve future commercial developments on the remainder of the site. The total project area for the 40B will comprise 21.55 acres, and will have a density of 14.7 units per acre. The property contains 3.97 acres of wetlands, all concentrated in the back section of the property. A community building and a pool are proposed.

The property is located in an Industrial Zone at 129 Parker Street in Maynard, MA. There is an MBTA station off Central Street in South Acton, which is 3.2 miles from the project. The site is 8.3 miles from Route 495, 12.2 miles from Route 95, 0.3 miles from Route 117, and 6.1 miles from Route 126. The proposed development will be within walking distance of the local high school and middle school.

The land previously contained a warehouse and industrial complex. The two main buildings within the full site, which contains 58.5 acres, have been demolished. There is a single story 50,000 s.f. office building which will remain, but it is outside the proposed 40B project area. The natural grades, existing trees, and proposed landscaping, as well as the distance of the development from Parker Street and nearby residential properties, will provide excellent screening.

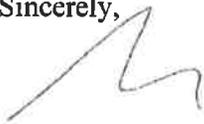
Regarding utilities, the project will be serviced by the municipal water and sewer system. All units will be serviced by gas heat.

Copies of this application package have been forwarded to the Maynard Board of Selectmen, and the Town Manager. Any correspondence from town officials will also be forwarded. We have met numerous times with the Maynard Board of Selectmen and the Planning Board to discuss the overall development of this site.

Assuming that MassHousing issues a site approval letter for *The Residences at Maynard*, we will then authorize our engineer to begin the site design process. When the plans are complete, we will file a Comprehensive Permit application with the Maynard ZBA.

Any requests for additional information should be directed to Martin E. Loiselle, Jr., Permitting & Development Manager at 508-229-1808 or [martin@capitalgroupproperties.net](mailto:martin@capitalgroupproperties.net).

Sincerely,



William A. Depietri, President  
Capital Group Properties

Enc.



## **COMMONWEALTH OF MASSACHUSETTS**

**MIDDLESEX, SS.**

### **SPECIAL TOWN MEETING**

**To the Constable of the Town of Maynard, in said County,**

#### **GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the voters of said Maynard, to assemble **IN FOWLER SCHOOL AUDITORIUM, THREE TIGER DRIVE IN SAID town**, on Monday, November 4, 2013 at 7:00 P.M. then and there to act on the following articles:

#### **SPECIAL NOTICE TO VOTERS**

On Monday, October 28, 2013 at 7:00 P.M., a public hearing will be held at the Maynard Town Hall, Michael J. Gianotis Room, Room 201, to discuss with any citizen who desires further information, as to any Articles in the Warrant to which the Finance Committee has made a recommendation. Explanation and discussion concerning these matters may be helpful in the interest of saving time at the Special Town Meeting. Your participation is welcome.

## **ADA ADVISORY**

Anyone in need of special arrangements for the Town Meeting, such as wheelchair arrangements or signing for the hearing impaired, please contact the Office of the Selectmen at (978) 897-1301 by October 28, 2013 in order for reasonable accommodations to be made.

## **PROCEDURES AT TOWN MEETING**

**Order of Articles:** Articles are voted on in the order they are presented unless Town Meeting votes to do otherwise.

**Secret Ballot Votes:** The Moderator determines whether or not an article requires a secret ballot according to Town By-laws. If the Moderator determines that an Open Vote applies to an article, at least 25 voters may request that a secret ballot vote be taken. The request for a secret ballot vote must be made prior to the open vote being taken.

**Amending an Article at Town Meeting:** Any time after a main motion has been made and seconded, but before being voted on, it is possible to amend the main motion:

1. Ask the Moderator for recognition.
2. Present a motion to amend verbally and submit a copy of the motion in writing to the Moderator. The motion to amend must include your name as sponsor, any change in appropriation and its source.
3. The motion to amend must be seconded.
4. The motion to amend must be voted on by Town Meeting separately from the main motion.
5. The motion to amend must pass by a simple majority vote.
6. More than one motion to amend can be made to the main motion, but must be presented and voted on one at a time. A motion to amend must be made before the main motion is voted on.
7. After all motions to amend are voted, the main motion, (or as amended), must be voted on.

**Reconsider an Article:** An article may be reconsidered, that is revoted, **only** within thirty (30) minutes of the time that the main article (motion) was voted on. An article can only be reconsidered once. To reconsider:

1. Ask the Moderator for recognition.
2. Ask for reconsideration within the thirty (30) minute time limit. The Moderator can now finish present business, which may go on beyond thirty (30) minute limit. However, the Moderator shall take up the reconsideration as the next order of business.
3. At the proper time, present your motion for reconsideration and state your name.
4. At the Moderator's option, he can move the motion without further discussion.

**NECESSARY MAJORITIES\***

9/10 majority is required for unpaid bills of prior fiscal years (Special Town Meeting) that had no appropriation.

4/5 majority is required for unpaid bills of prior fiscal years, (Annual Town Meeting).

2/3 majority is required for all borrowing, land acquisitions or transfers and zoning by-laws.

Simple majority is required for all else, such as: regular By-laws, current appropriations and transfers, unpaid bills of prior years that have money appropriated but arrived too late to be included.

**NOTE:**

Yes and No votes will only be considered in the calculation of percentages. To figure the percentage, divide the Yes votes by the total Yes and No votes.

Example: 100 Yes, 50 No, and 20 Blanks shall be interpreted as:

$$\frac{100 \text{ Yes}}{100 \text{ Yes} + 50 \text{ No}} = 66.7\% \text{ or } 2/3$$

\*Please note these vote quantum's are for example only and there may be other types of votes, which fall under each of the categories listed above.

<b>ARTICLE</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>PRESENTER</b>	<b>PAGE</b>
1	Prior Year Bill	Depart. Public Works	Board of Selectmen	5
2	By-Laws, Section 8 Dog Owner's Responsibility Law	Town Clerk	Board of Selectmen	5
3	By-Laws, Section 1 Dog Owner's Responsibility Law	Town Clerk	Board of Selectmen	6
4	By-Laws, Section 7 Dog Owner's Responsibility Law	Town Clerk	Board of Selectmen	8
5	By-Laws, Section 9 Dog Owner's Responsibility Law	Board of Selectmen	Board of Selectmen	8
6	By-Laws, Proposed Registered Marijuana Dispensary	Planning Board	Planning Board	9
7	By-Laws, Extend Temporary Moratorium on Medical Marijuana Treatment	Planning Board	Planning Board	11
8	By-Laws, Zoning, Replace Existing Definition of Supermarket	Planning Board	Planning Board	12
9	By-Laws, Proposed amendments to Section 3, Use Regulations, Regarding the Allowed use of Supermarket	Planning Board	Planning Board	13
10	By-Laws, Add a new section 4.1.4, maximum total gross square feet and special permit	Planning Board	Planning Board	14
11	By-Laws, Add a new section 4.1.5 maximum building size retail establishments in all districts	Planning Board	Planning Board	15



**ARTICLE: 3            Dog By-Laws Amendment Section 1**

To see if the Town will vote to delete Section 1 of Chapter XIX, Dog Owner's Responsibility, of the Town of Maynard By-Laws and replace with a new Section 1 as follows:

Section 1 which currently reads:

The annual fee for every dog license, except as otherwise provided by law, shall be ten dollars (\$10) for each dog license issued by the Town.

No fee shall be charged for a license for a dog specially trained to lead or serve a blind person; provided that the Division of the Blind certifies that such dog is so trained and actual lint he service of a blind person. No license fee or part thereof shall be refunded because of the subsequent death, loss, spaying or removal from the Commonwealth or other disposal of the dog, no shall any license fee or part thereof paid by mistake be paid or recovered back after it has been paid over to the County under Ch. 140, Section 147 of the Massachusetts General Laws.

To read instead:

**Section 1: Licensing**  
**A. Three or fewer dogs.**

- (i) Every dog (6) months old or older kept in the Town of Maynard shall be duly registered, numbered, described and licensed on an annual basis. The annual licensing period runs from January 1 through December 31.
- (ii) Every person who becomes owner or keeper of such a dog shall, within thirty (30) days of its becoming six (6) months old or thirty (30) days of becoming its owner or keeper, whichever shall last occur, shall obtain such license from the Town Clerk. The Owner or Keeper shall submit an application on the form proscribed along with proof of rabies vaccination, notarized letter from a licensed veterinarian stating that the dog has been vaccinated, or Board of Health Declaration that the dog is exempt from the vaccination requirement to the Licensing.
- (iii) The registering, numbering, describing and licensing of a dog shall be done by the Town Clerk, and shall be subject to the conditions expressed therein that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing livestock, fowls or wildlife.
- (iv) The owner of a licensed dog shall cause it to wear around its neck or body a collar or harness of leather or other suitable materials, to which shall be securely attached a tag on a form proscribed and distributed by the Town Clerk when a license is issued. Such tag shall state "Town of Maynard," the year of issue and tag number. The Town Clerk shall maintain a record of the identifying numbers.
- (v) If any such tag is lost the owner shall secure a substitute tag issued by the Town Clerk.

(vi) The Town Clerk shall not grant any license until and unless a current rabies vaccination certificate or Board of Health Declaration that the dog is exempt from the vaccination requirement for the animal has been presented.

(vii) A transfer license from another location in Massachusetts shall be granted upon application provided that adequate proof is presented to the Town Clerk at the time of application. Such application shall occur within thirty (30) days of establishing residency within Maynard.

(viii) The annual fee for every dog license, except as otherwise provided by law, shall be ten dollars (\$10.00) for neutered/spayed, fifteen dollars (\$15.00) for intact.

(B) Four or more Dogs:

Any person maintaining a Commercial Boarding or Training Kennel, Commercial Breeder Kennel, Domestic Charitable Corporation Kennel, Personal Kennel, or Veterinary Kennel, upon application shall be issued a kennel license. Prior to the issuance of a kennel license, the Animal Control Officer or Animal Inspector may inspect the proposed facilities to insure they comply with any rules and regulations as they may relate to Kennels.

(i) An owner or keeper of less than four (4) dogs, three (3) months old or older, who does not maintain a Kennel may elect to secure a Kennel license in lieu of licensing each dog individually, provided however that such owner or keeper shall be subject to all provisions of this bylaw relating to the maintenance, operation and licensing of Kennels as if he or she were maintaining a Kennel.

(ii) The Animal Control Officer may at any time inspect any Kennel located in the Town of Maynard.

(iii) Petitions or complaints against any such Kennel shall be filed with the Board of Selectmen. The Board, as well as the Town Administrator, shall have investigatory powers over any such petitions or complaints. Said investigation shall be conducted by the Town Administrator who, within seven days after the filing of such petition or complaint, shall give notice to all parties of interest of a public hearing to be held before the Board of Selectmen within twenty-one (21) days after the date of such notice. After such public hearing the Board may make an order either revoking or suspending such kennel license or otherwise regulating such Kennel, or dismissing said petition. Within ten days after receipt of such order, the holder of such license may bring a petition in the district court as outlined in G.L. c. 140, § 137C. Any person maintaining a Kennel after the license has been revoked, or while such license is suspended shall be punished as set forth in the penalty provision of this bylaw.

(iv) A kennel license shall be in lieu of any other license for a dog kept at a Kennel during any portion of the period for which the kennel license is valid. A kennel licensee shall cause each dog kept in its Kennel to wear, while it is at large, a collar or harness of leather or other suitable material, to which a tag shall be securely attached. Such tags shall be provided to the kennel licensee by the Town Clerk and shall state "Town of Maynard," the year of issue and kennel license number.

To do or act thereon.

SPONSORED BY: Town Clerk  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**ARTICLE: 4 Dog By-Laws Amendment Section 7**

To see if the Town will vote to amend Section 7 of Chapter XIX, Dog Owner's Responsibility Law, of the Town of Maynard By-laws as follows: (~~Strikeout~~ text represents deleted language and **bold** font represents proposed amendment.)

**Section 7:**

All owners or keepers of dogs kept in the Town of Maynard during the preceding six (6) months and who, on the first day of ~~June~~ **March** of each year, have not licensed said dog or dogs, as prescribed by Section 173, C. 40 of the Massachusetts General Laws, shall be required to pay a fee of ~~\$10.00~~ **\$25.00 for each said unlicensed dog** over and above any other applicable licensing charge or penalty to the Town.

To do or act thereon.

SPONSORED BY: Town Clerk  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**ARTICLE: 5 Dog By-Laws Amendment Section 9**

To see if the Town will vote to amend Section 9 of Chapter XIX of the Town of Maynard By-laws regarding the "Leash Law", as follows:

**Which currently reads:**

**Section 9: Leash Law**

No owner of any dog shall permit such dog to run at large at any time. The provisions of this section shall not be intended to apply to dogs participating in any dog show, nor to "seeing-eye" dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place, nor to any dogs properly trained and under the control of and aiding the deaf, nor to any dogs being trained or actually being used for hunting purposes while such dogs are actively engaged in hunting activity on property permitting such activity.

Nothing contained in the foregoing paragraph shall prevent the Board of Selectmen from passing any orders authorized by the Massachusetts General Law at such times as they shall deem necessary to safeguard the public.

Every owner of a dog shall exercise proper care and control of their dog so as to prevent said dog from becoming a public nuisance.

**To read instead:** (~~Strikeout~~ test represents deleted language and **bold** font represents proposed amendment. The last two paragraphs have been rearranged.)

No owner of any dog shall permit such dog to run at large at any time. The provisions of this section **shall not apply to the following:**

~~be intended to apply to~~

- a. dogs participating in any dog show,
- b. ~~not to~~ “seeing-eye” dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place,
- c. ~~not to~~ any dogs properly trained and under the control of and aiding the deaf,
- d. ~~not to~~ any dogs being trained or actually being used for hunting purposes while such dogs are actively engaged in hunting activity on property permitting such activity.
- e. **so long as the owner or keeper of a dog(s) is present and attentive to the dog(s) while said dog(s) is running or occupying a “Dog Park”, “Dog Run” or “Dog Exercise Area” which has been so designated by the Board of Selectmen.**

Every owner of a dog shall exercise proper care and control of their dog so as to prevent said dog from becoming a public nuisance.

Nothing contained in the foregoing paragraphs shall prevent the Board of Selectmen from passing any orders authorized by the Massachusetts General Law at such times as they shall deem necessary to safeguard the public.

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**ARTICLE: 6 RE: Zoning Bylaw Amendments. Add a new Section 7.7 entitled “Registered Marijuana Dispensary” and add said use to the Use Regulations, Section 3.0.**

To see if the Town will vote to amend the Town’s Zoning Bylaw’s as follows:

1. Amend Table A – Use Regulations in Section 3.1.2 to add the use “Registered Marijuana Dispensary (RMD)” within the Principal Uses, Section 4, Business Uses, as an allowable use by Planning Board Special Permit only in the B, HCI and I zoning districts.

<b>4. Business Uses</b>	<b>S-1</b>	<b>S-2</b>	<b>GR</b>	<b>B</b>	<b>CB</b>	<b>HCI</b>	<b>I</b>	<b>GA</b>	<b>OS</b>
Registered Marijuana Dispensary	N	N	N	PB	N	PB	PB	N	N

2. And by adding a new section in Section 7.0 *Special Regulations* for Registered Marijuana Dispensary as follows:

**“7.7 Registered Marijuana Dispensary**

7.7.1 A Registered Marijuana Dispensary (RMD) is considered a non-profit facility or location that has been registered by the Massachusetts Department of Public Health, where medical marijuana is grown, processed and/or made available to a qualifying patient or a personal caregiver as determined by 105 CMR 725.000.

7.7.2 **Spacing Requirements.** A Registered Marijuana Dispensary shall not be sited within the distance of any uses in accordance with 105 CMR 725.110(A)(14).

7.7.3 **Term.** A Special Permit granted under this Section shall expire within two (2) years of the date of issuance of the Permit. Prior to the expiration of the Special Permit, the applicant shall make application to the Special Permit Granting Authority for renewal of the Special Permit for an additional two (2) year period. Said renewal shall not require the technical submissions of the original application, provided that conditions of the site and facility have not changed materially from the original application.

7.7.4 **Transfer.** In addition to the Term requirements specified under Section 7.7.3, a Special Permit granted under this Section shall have a term limited to the duration of the applicant’s ownership of the premises as a Registered Marijuana Dispensary. A Special Permit may be transferred only with the approval of the Special Permit Granting Authority in the form of a modification to the Special Permit with all information required per this Section 7.7, Section 10.4 and in any Rules and Regulations that have been adopted, per Section 7.7.5.

**7.7.5 Further Criteria:**

1. No permit shall be granted hereunder to any applicant, principal officer, agent, owner or manager of the Registered Marijuana Dispensary who has been convicted of a felony in the Commonwealth of Massachusetts. The application shall include proof of the foregoing, by sworn statement and including submission to a CORI from the Chief of Police for each of the aforementioned individuals. The Chief of Police shall report to the SPGA prior to the close of the public hearing whether or not the applicant complies with this criteria.
2. In addition to the criteria and requirements set forth hereunder, the provisions of Section 10.4 shall apply to Special Permits filed under this Section 7.7”

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**Comments: Planning Board Explanation.** This Zoning Bylaw amendment is proposed to define and allow the use of Registered Marijuana Dispensaries (RMDs) in the Business, Industrial and Health Care/Industrial zoning districts, subject to a Planning Board Special Permit. The Bylaw would provide for the minimum spacing requirements under Section 105 CMR 725.110(A)(14) of the Mass. Department of Public Health (DPH) Medical Marijuana Regulations, as they currently state which provide that *“a RMD shall not be sited within a radius of five hundred feet of a school, daycare center, or any facility in which children commonly congregate. The 500 foot distance under this section shall be measured in a straight line from the nearest point of the facility in question to the nearest point of the proposed RMD.”* To address concerns of the Police Chief, the Planning Board is proposing to prohibit anyone with a prior felony criminal record from operating a Registered Marijuana Dispensary within the Town of Maynard, as the current Mass DPH Regulations only restrict persons with a prior drug offence conviction. The Planning Boards supports this Zoning Bylaw amendment to address proper siting of Registered Marijuana Dispensaries, which Massachusetts voters approved the use of in November 2012.

**ARTICLE: 7 RE: Zoning Bylaw Amendments. Extend Temporary Moratorium on Medical Marijuana Treatment Centers.**

To see if the Town will vote to amend the Town’s Zoning Bylaw, Section 7.9.3, Temporary Moratorium, by replacing the existing Temporary Moratorium expiration date as follows: (Strike out text represents deleted language and **bold** font represents proposed amendment.)

“The moratorium shall be in effect through ~~October 31, 2013~~ **June 30, 2014.**”

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**Comments from Planning Board, Explanation:** This article is only being proposed by the Planning Board if the Registered Marijuana Dispensary (RMD) Article does not pass. If the RMD does pass, the Planning Board would support a Motion to Withdrawal this article.

**ARTICLE: 8 RE: Zoning Bylaw Amendments. Replace existing definition of Supermarket.**

To see if the Town will vote to amend the Town's Zoning Bylaw, Section 11.0, Definitions, by replacing the existing definition of Supermarket in its entirety and replacing with the following definition. Changes are in bold and strike-through font represents deletion.

~~Supermarket: A retail establishment or full-service grocery store primarily selling food and grocery items which may provide multiple departments offering for sale unprepared foods such as, but not limited to, fresh meats, fresh poultry, fresh seafood, organic foods, bakery products that are baked on the premises, a fresh produce department and a deli department offering freshly prepared foods and counter service, which may contain a pharmacy and which may sell other merchandise such as convenience items, household supplies, hardware, and personal care and health products.~~

**Supermarket: An establishment whose primary business is the sale of a general line of food such as fresh fruits and vegetable, fresh and prepared meats, fish and poultry, and canned, packaged and frozen foods, with none of the lines predominating. The floor area devoted to the sale and storage of food comprises a minimum of 75% of the gross floor area of the establishment, with a maximum of 25% of the gross floor area devoted to non-food items. For purposes of this definition, gross floor area shall include indoor and outdoor space utilized for retail display and sale of goods.**

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**Comments from Planning Board, Explanation:** The Planning Board is submitting this proposed re-write to the Town of Maynard's Supermarket definition after the original definition caused concern with the use of the term "primarily" in regards to food and related grocery items, which could be interpreted as much as 49% non-food grocery items. The Town Planner, at the direction of the Planning Board, conducted research on other more specific definitions of Supermarkets. The Planning Board also received input from Town residents during the Public Hearing process.

The Board modeled this Supermarket definition re-write based on a recently approved definition of Supermarket from Somerville, which had a minimum of 75% of the gross floor area devoted to food items and has been approved by the Attorney General. The same 75% is the figure the Planning Board is proposing for the definition of Supermarket in the Town of Maynard.

**ARTICLE: 9 RE: Zoning Bylaw Amendments. Proposed Amendments to Section 3, Use Regulations, regarding the allowed use of Supermarket.**

To see if the Town will vote to amend the Town’s Zoning Bylaws as follows:

1. In the Section 3.1.2, Table A, Use Regulations, part 4, omit the use “Supermarket” and the designations which follow it.

2. In place thereof, Amend Table A – Use Regulations in Section 3.1.2 by adding the following  
 a. “Supermarket, up to 25,000 square feet Floor Area, Gross” in the Central Business District (CB), Business District (B), Industrial (I) District, and Health Care/Industrial District (HCI) would be an allowed or permitted use (“Y”); and

b. “Supermarket, greater than 25,000 square feet Floor Area, Gross and up to 65,000 square feet Floor Area, Gross” in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) would be allowed subject to Special Permit from the Planning Board (“PB”) but in the Central Business District (CB) would be changed to a prohibited use (“N”); and

c. “Supermarket, greater than 65,000 square feet Floor Area, Gross” in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) would be changed to a prohibited use (“N”).

All as set forth below:

<b>4. Business Uses</b>	<b>S-1</b>	<b>S-2</b>	<b>GR</b>	<b>B</b>	<b>CB</b>	<b>HCI</b>	<b>I</b>	<b>GA</b>	<b>OS</b>
Supermarket, up to 25,000 square feet Floor Area, Gross	N	N	N	Y	Y	Y	Y	N	N
Supermarket, greater than 25,000 square feet Floor Area, Gross and up to 65,000 square feet Floor Area, Gross	N	N	N	PB	N	PB	PB	N	N
Supermarket, greater than 65,000 square feet Floor Area, Gross	N	N	N	N	N	N	N	N	N

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**Comments: Planning Board, Explanation:** The original proposal was to put a maximum of 75,000 square feet for a Supermarket in an Industrial Zone, the same square footage maximum allowed in the Town's Neighborhood Business Overlay District (NBOD). However, the Planning Board during the Public Hearing process, which included research by the Town Planner and input from the general public, uncovered the median Supermarket size to be slightly less than 50,000 square feet, but more modern Supermarkets to be in the 60,000-65,000 square-foot range. The Planning Board also received input related to concern of Supermarkets being allowed by right without any dimensional limitation in the Central Business, Business and Health Care/Industrial Zoning Districts.

The Planning Board is proposing the 65,000 square feet maximum for the Industrial District noting that the NBOD still would allow the 75,000 square foot size, in order to help incentivize the use of the NBOD. The Board also felt the 65,000 square feet maximum size was appropriate for the Business and Health Care/Industrial Zoning Districts, but for the Maynard Downtown area the Planning Board believes 25,000 square feet is a more appropriate maximum size for a Supermarket.

**ARTICLE: 10 RE: Zoning Bylaw Amendments. Add a new Section 4.1.4, Maximum Total Gross Square Feet and Special Permit.**

To see if the Town will vote to amend the Town's Zoning Bylaw's by adding a new section 4.1.4 in Section 4.0 *Dimensional Regulations*:

**"4.1.4. Total Gross Square Feet Threshold for Special Permit**

1. On any Lot, any new building or combination of new buildings exceeding 25,000 (twenty-five thousand) "Total Gross Square Feet" as hereinafter defined, of space shall be required to obtain a Special Permit from the Planning Board in accordance with Section 10.4 herein.
2. "Total Gross Square Feet" shall mean the gross square feet of the building(s) that is measured from the exterior face of the outside wall to the exterior face of the opposite outside wall for length and width, times the number of habitable levels of space. The Total Gross Square Feet does not include attics with a ceiling height of less than 6' or basements that are unfinished or uninhabitable. The Total Gross Square Feet shall include roof overhangs extending more than two feet from the exterior building wall, garages,

carports, canopies, and other structures whether or not such garages, carports, canopies, or other structures are part of the building or combination of buildings.

3. This Section 4.1.4. shall not apply to Section 9.3.8. Table G. herein”

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION:

**Comments, Planning Board Explanation:** Passage of this article would require Planning Board Special Permit approval of any new building greater than 25,000 square feet. The Planning Board has prepared this article, based on input received during the public hearing process to establish a maximum supermarket size and permit such use by Planning Board Special Permit. The Planning Board, after hearing public testimony, input from the Town Planner and discussion amongst the Board members, believe the Town of Maynard should have conditional review of buildings of larger size. Many communities have similar requirements, and the square footage varies by community. 25,000 square feet seemed most reasonable to the Maynard Planning Board. The Planning Board does support an exemption to this provision from Table G, Section 9.3. Neighborhood Business Overlay District (NBOD), to encourage development in the NBOD in furtherance of the Maynard Community Development Principles.

**ARTICLE: 11 RE: Zoning Bylaw Amendments. Add a new Section 4.1.5, Maximum Building Size Retail Establishments in all Districts.**

To see if the Town will vote to amend the Town’s Zoning Bylaw’s by adding a new section 4.1.5 in Section 4.0 *Dimensional Regulations*:

**4.1.5. Maximum Building Size Retail Business in all Districts**

1. Notwithstanding Table B in Section 4.1.1. , Section 4.1.2. Building Coverage, Table G of Section 9.3.8. and Section 9.3.9 District Total, of these Zoning By-laws, in all zoning districts, no single retail business, whether located in a single building or combination of buildings, shall exceed 65,000 (sixty-five thousand) square feet of Gross Retail Area in the aggregate on a single and/or adjoining lot.
2. For the purpose of Section 4.1.5. the term Gross Retail Area shall include indoor and outdoor space utilized for retail display and sale of goods. The Gross Retail Area of adjacent stores shall be aggregated in cases (a) where the stores operate under common ownership or management; (b) are engaged in the selling of similar or related goods,

wares or merchandise; (c) share checkout stands, a warehouse, or a distribution facility; or (d) otherwise operate as associated, integrated or co-operative business enterprises.

3. For purposes of this section, a “Wholesale Club” or similar use for which a majority of the customers make their purchases at the site shall be considered a retail use.

4. This Section 4.1.5. shall not apply to Section 9.3.8. Table G herein.”

To do or act thereon.

SPONSORED BY: Planning Board

APPROPRIATION: None

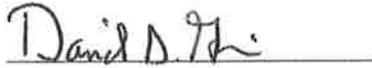
FINCOM RECOMMENDATION:

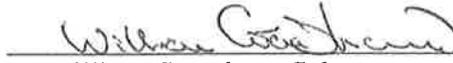
**Comments, Planning Board Explanation:** Passage of this article would limit the maximum building size of any single retail establishment to 65,000 square feet. The Planning Board has prepared this article, based on input received during the public hearing process to establish a maximum supermarket size. Many communities have similar requirements, and the square footage varies by community. 65,000 square feet seemed most reasonable to the Maynard Planning Board. The Planning Board does support an exemption to this provision from Table G, Section 9.3. Neighborhood Business Overlay District (NBOD), to encourage development in the NBOD in furtherance of the Maynard Community Development Principles.

Given under our hands this **8th** day of **October** in the year Two Thousand and Thirteen.

  
Brendon Chetwynd, Chairman

  
Dawn Capello, Selectman

  
David Gavin, Selectman

  
William Cranshaw, Selectman

  
James Buscemi, Selectman

A true copy, Attest  Constable of Maynard.

## Public Notice

### **REQUEST FOR PROPOSALS**

The Maynard Contributory Retirement Board is seeking proposals for **Audit Services**. Responses to this Request for Proposal will be accepted until **Tuesday, December 3, 2013** before **4:00 p.m. EST**. Complete packets of the conditions of the request for proposals are available from the Maynard Retirement Board, 195 Main Street, Maynard, MA 01754. A contract will be awarded and stated in accordance with the provisions of M.G.L. Chapter 32 Section 23B and Chapter 176 of the Acts of 2011. Any questions related to this proposal, please call the Retirement Office at (978) 897-1820 or email at [maynard.retirement@gmail.com](mailto:maynard.retirement@gmail.com).



*Assabet Valley  
Reg. Tech  
High School*

## Town Officials Meetings

October 2013

### Topics

- District Status
- Renovation Project Status
- FY15 Budget Development Status
- Your input relative to our future

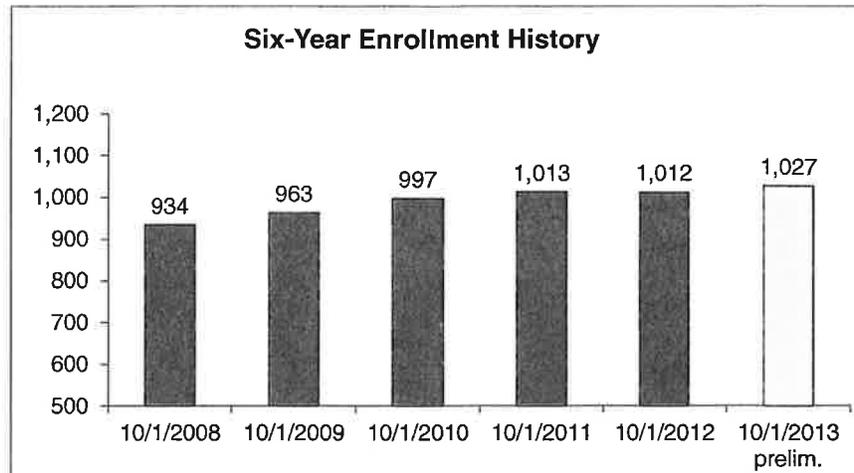
## District Status

- Celebrating 40<sup>th</sup> year anniversary
  - Worcester Business Journal insert
  - Celebrating at various events
    - Program Advisory Committee
    - Homecoming
    - Retiree Benefits Fair
    - Student Celebration

## District Status

- Five of eight administrators are new to the district or in a new role
- New [interim] school committee representative from Hudson
- Enrollment continues to increase
  - At 1,027 for grades 9-12 and our next target is 1,100 which we plan to reach in 3 years

## Enrollment History



## Renovation Project

- Currently under-budget due to competitive bids
  - Orig. Construction Budget= \$50.7M
  - Bid = \$46.7M
  - \*\*While we realized \$4M savings in bidding we have a long way to go in renovations and some savings may go towards contingency items.
- In Phase 3 of 10 phases and we are substantially on schedule
- Work is concentrated during summers but ongoing, with limited scope, during school years
- Temporary office/classroom space is leased

## Renovation Project

- Continue to finance with temporary borrowing per our commitment
- Permanent financing to occur in Fall/Winter 2015 so that debt service impact will not hit until FY17

## Renovation Project: FY15 Capital Assessment

Municipality	Debt Allocation %	Capital Assessment
Berlin	3.65%	\$ 6,017
Hudson	20.40%	\$33,628
Marlboro	49.12%	\$80,970
Maynard	11.31%	\$18,644
Northboro	6.96%	\$11,473
Southboro	1.84%	\$ 3,033
Westboro	6.72%	\$11,077
Total	100%	\$164,842

## FY15 Budget

- Initial, overall budget to members in mid-December
- Final operating and capital budgets to members in mid-January
- Operating budget assessments to members in mid-February
- We can provide some preliminary operating assessments in November/December using assumptions
- Overall budget increase likely in the 3.5% range but your assessment change will be driven by enrollment change, state aid projections, and our overall budget increase

## Short Tour & Your Input

- We'll take a short tour to view renovations and then return to answer questions and gather some input



## **OFFICE OF THE SELECTMEN**

Maynard, Massachusetts

### **PERMIT One Day - Parade**

*This permit is issued to*

**MAYNARD VETERANS COUNCIL  
Marge Iannuzzo, 978-897-9091**

*For the following purpose:*

**Annual Veterans Day Parade on  
Monday, November 11, 2013  
At 10:30 A.M.**

*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:**

---

---

---

---

---



**Maynard Veterans Council**  
51 Summer Street Maynard, MA 01754



Sunday, October 06, 2013

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

Dear Sirs:

The Maynard Veterans Council is holding their annual Veterans Day Parade on Monday, November 11, 2013, and would like a permit for this purpose.

The Council also extends a cordial invitation to the Maynard Selectmen to join us in our commemoration. We would like one of the Selectmen to speak at the Memorial Park services. Please let me know by email, which Selectman will join our services.

The parade route is as follows:

- Form at the American Legion Post 235, 51 Summer Street, at **10:30 AM**.
- Step off at **10:45 PM**. March down Summer Street and turn right onto Nason Street. Continue to Main Street, turn left, follow Main Street and turn left onto Summer Street.
- Continue on Summer Street, stopping at Memorial Park. The Veterans Day ceremonies are held at Memorial Park.
- When the ceremonies are complete, the parade reforms, and continues up Summer Street to the American Legion. A short closing ceremony is held in front of the American Legion.

After parade dismissal all marchers are invited for refreshments at the American Legion Patriot Hall. We sincerely hope that you and your members will be able to join us.

Sincerely,

*Marge Iannuzzo*

Marge Iannuzzo, Past Commander  
Maynard Veterans Council  
978.897.9091 / miann46@gmail.com



**OFFICIAL PROCLAMATION**

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF MAYNARD**

**RESOLUTION DESIGNATING MAYNARD,  
MASSACHUSETTS A PURPLE HEART TOWN.**

**WHEREAS: The people of the Town of Maynard have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and**

**WHEREAS: Veterans have paid a high price for freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and**

**WHEREAS: The contributions and sacrifices of the men and women from Maynard who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and**

**WHEREAS: Many men and women in uniform have given their lives while serving in the Armed Forces; and**

**WHEREAS: Our community has a proud tradition of military service and many of our citizens have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; now therefore be it**

**RESOLVED, that the Board of Selectmen hereby proclaim Maynard, Massachusetts as a Purple Heart Town, honoring the service and sacrifice of our nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.**

**Given in the Selectmen's Chambers this 15th day of October, in the year of our Lord two thousand and thirteen.**

**Maynard Board of Selectmen**

---

**William Cranshaw**

---

**David Gavin, Clerk**

---

**Brendon Chetwynd, Chair**

---

**Dawn Capello**

---

**James Buscemi**

## Becky Mosca

---

**From:** abn187thpf@aol.com  
**Sent:** Monday, October 07, 2013 12:15 PM  
**To:** Becky Mosca  
**Subject:** Fwd: Department of MA Military Order of the Purple Heart  
**Attachments:** 09-22-2013\_04;31;12PM.JPG

Board of Selectmen.

The Department of MA Military Order of the Purple Heart U.S.A. Would like to present to the Town of Maynard a proposal and opportunity to become a Purple Heart Town. Joining Clinton, Lancaster, Berlin Westboro, Leominster others in the process. Honoring all who made the ultimate sacrifice and shed their blood in all ward from Stow. And honoring August 7th each year as Purple Heart Day.

There is no cost to the town of Maynard, all that is required is a proclamation be drafted covering the above.(Enclosed a copy of Berlin proclamation maybe used as a guide.) When we receive your proclamation and it is approved, we send it to national and it is placed on it's website,([www.purpleheart.org](http://www.purpleheart.org)) and our department website ([www.purpleheartmass.org](http://www.purpleheartmass.org)) A certificate of acknowledgement is issued to each city or town who become a purple heart community.

If you have any questions? You can Contact me.

Leo David Agnew Commander  
84 Prescott Street  
Clinton,MA 01510  
508-667-8176  
978-733-2499  
[abn187thpf@aol.com](mailto:abn187thpf@aol.com)



# BOARD OF SELECTMEN

BERLIN, MASSACHUSETTS 01503

Phone: (978) 838-2442

Fax: (978) 838-0014

## RESOLUTION DESIGNATING BERLIN, MASSACHUSETTS A PURPLE HEART TOWN

**WHEREAS**, the people of the Town of Berlin have great admiration and the utmost gratitude for all the men and women who have selflessly served their country and this community in the Armed Forces; and

**WHEREAS**, veterans have paid a high price of freedom by leaving their families and communities and placing themselves in harm's way for the good of all; and

**WHEREAS**, the contributions and sacrifices of the men and women from Berlin who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

**WHEREAS**, many men and women in uniform have given their lives while serving in the Armed Forces; and

**WHEREAS**, our community has a proud tradition of military service and many of our citizens have earned the Purple Heart Medal as a result of being wounded while engaged in combat with an enemy force, construed as a singularly meritorious act of essential service; now therefore be it

**RESOLVED**, that the Board of Selectmen hereby proclaim Berlin, Massachusetts as a Purple Heart Town, honoring the service and sacrifice of our nation's men and women in uniform that were wounded or killed by the enemy while serving to protect the freedoms enjoyed by all Americans.

Judith Booman, Chairman

Thomas Andrew, Vice Chairman

## **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 the role of the existing Green Communities Committee be

expanded: 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:<sup>1</sup>

- 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, streets 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](http://www.smartgrowthamerica.org/complete-streets)
- [www.walkinginfo.org/engineering/](http://www.walkinginfo.org/engineering/)

---

<sup>1</sup> 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 Streets<sup>2</sup>



Figure 1: One-way urban street



Figure 2: Small town main street

<sup>2</sup> 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](mailto: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.<sup>1</sup> 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.<sup>2</sup> These changes saved the County \$347,515 – 16.5 percent below the original project estimate.<sup>3</sup>

"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.<sup>4</sup>

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.<sup>5</sup>

"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](http://www.smartgrowthamerica.org/completestreets).

- 
- 1 Chicago Metropolitan Agency for Planning.
  - 2 (2006). *2002-2006 Transportation Improvement Program for the Green Bay Urbanized Area*.
  - 3 Brown County Highway Department. (2004, November). Construction cost estimates  
[www.co.brown.wi.us/planning\\_and\\_land\\_services/planning/county\\_web/forms/a\\_case\\_for\\_narrower\\_arterial\\_streets.pdf](http://www.co.brown.wi.us/planning_and_land_services/planning/county_web/forms/a_case_for_narrower_arterial_streets.pdf).
  - 4 Ekoster, J. (1999). "Cycling: The Way Ahead for Towns and Cities."
  - 5 Gotschi, T. and Mills, K. (2008). "Active Transportation for America." Rails-to-Trails Conservancy.



## 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](http://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.<sup>1</sup>



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.<sup>2</sup> 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.<sup>3</sup>

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.<sup>4</sup> 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.<sup>5</sup>



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.<sup>6</sup> 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.<sup>7</sup> Eight of ten of older Americans surveyed consider that “for many seniors, public transportation is a better alternative to driving alone, particularly at night.”<sup>8</sup> 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](http://www.smartgrowthamerica.org/completestreets).**

- 
- 1 Bartholomew, D. (2006, April 10). "Senior Cross Over Walking Ticket." *Daily News of Los Angeles*.
  - 2 AARP Public Policy Institute. (2009). *Planning Complete Streets for an Aging America*. Lynott, J., et al. Retrieved from: [http://www.aarp.org/research/ppi/liv-com/transport/articles/Planning\\_Complete\\_Streets\\_for\\_an\\_Aging\\_America.html](http://www.aarp.org/research/ppi/liv-com/transport/articles/Planning_Complete_Streets_for_an_Aging_America.html)
  - 3 National Highway Traffic Safety Administration's National Center for Statistics and Analysis. *Traffic Safety Facts: 2008 Overview*. Retrieved from: <http://www-nrd.nhtsa.dot.gov/Pubs/811162.PDF>
  - 4 Pucher, J. & Dijkstra, L. (2003, September). "Promoting Safe Walking and Cycling to Improve Public Health: Lessons from the Netherlands and Germany." *American Journal of Public Health, Vol.93, No.9*.
  - 5 Surface Transportation Policy Project. (2004). *Aging Americans: Stranded Without Options*.
  - 6 Lynott, J. (2009).
  - 7 Lynott, J. (2009).
  - 8 American Public Transportation Association. (2005). *The Attitudes of Older Americans Toward Mobility and Transportation* Retrieved from: <http://www.publictransportation.org/resources/releases/release051207b.asp>

## 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, creating 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.<sup>1</sup>

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.<sup>2</sup>

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.<sup>3</sup> 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.<sup>4</sup> 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.<sup>5</sup>

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.<sup>6</sup>
- 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.<sup>7</sup>
- 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.<sup>8</sup>

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](http://www.smartgrowthamerica.org/completestreets).**

- 
- 1 Golob, T., & Brownstone, D. (2005, February). "The Impact of Residential Density on Vehicle Usage and Energy Consumption." *University of California Energy Institute. Policy & Economics Paper EPE-011*. Retrieved from <http://repositories.cdlib.org/ucei/policy/EPE-011>
  - 2 Alfonzo, M., Boarnet, M., Day, K., et al. (2008). "The Relationship of Neighborhood Built Environment Features and Adult Parents' Walking." *Journal of Urban Design* (12:1), pp 29-51
  - 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*.
  - 4 Lynott, Jana. (2009, January). "Planning Complete Streets for an Aging America." *AARP Public Policy Institute*.
  - 5 Belden, Russonello & Stewart. (2003). "Americans' Attitudes Toward Walking and Creating Better Walking Communities." *Poll and Report for Surface Transportation Policy Partnership*.
  - 6 Bell, J., & Cohen, L. (2009). "The Transportation Prescription: Bold Ideas for Healthy, Equitable Transportation Reform in America." *Policy Link and the Prevention Institute, commissioned by the Convergence Partnership*.
  - 7 King, M., Carnegie, J., & Ewing, R. (2003). "Pedestrian Safety Through a Raised Median and Redesigned Intersections." *Transportation Research Board 1828*, pp 56-66.
  - 8 Mason, B. (2007, August 12). "Stores, transit, walkability: To attract millennials, appeal to their desires." *Crain's Detroit Business*.

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.<sup>1</sup>



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.<sup>2</sup> Pedestrian crashes are more than twice as likely to occur in places without sidewalks; streets with sidewalks on both sides have the fewest crashes.<sup>3</sup> 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.<sup>4</sup> 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.<sup>5</sup>

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.<sup>6</sup> 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.<sup>7</sup> 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.<sup>8</sup> 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.<sup>9</sup> 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.<sup>10</sup>

**Learn more at [www.smartgrowthamerica.org/completestreets](http://www.smartgrowthamerica.org/completestreets).**

- 1 Skraptis, E. (2009, June 12). "Pedestrian Killed on South Washington Street in Wilkes-Barre." *Wilkes-Barre Citizens Voice*.
- 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>

- 
- 3 Campbell, B., et al. (2004). "A Review of Pedestrian Safety Research in the United States and Abroad." *Federal Highway Administration Publication # FHWA-RD-03-042*
  - 4 Transportation for America and the Surface Transportation Policy Partnership. (2009). *Dangerous by Design*. Ernst, M., & Shoup, L.
  - 5 Ibid.
  - 6 Jacobsen, P. (2003). "Safety in Numbers: More Walkers and Bicyclists, Safer Walking and Biking." *Injury Prevention* (2003): 205-209.
  - 9 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.
  - 9 US Department of Transportation, National Highway Traffic Safety Administration (1999). *Literature Review on Vehicle Travel Speeds and Pedestrian Injuries Among Selected Racial/Ethnic Groups*. Leaf, W., & Preusser, D.
  - 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*.