



AGENDA
Maynard Board of Selectmen's Meeting
March 18, 2014
Town Building – Michael J. Gianotis Meeting Room
(No. 201)
Regular Meeting Time: 7:00 pm

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

1. Call to order (7:00 pm)
2. Pledge of Allegiance
3. Public Comment
4. Acceptance of Minutes
 - March 4, 2014
5. Correspondence
 - Fire Department monthly report February 2014
 - Treasurer/Collector monthly report Feb 2014
 - Facilities Depart. monthly report Feb. 2014
 - Police Depart. monthly report Feb. 2014
 - DPW monthly report Feb 2014
 - Town Clerk monthly report 2014
 - Notice, Board of Assessor meeting, 3/11/14
 - Memorandum, Cranshaw, dated 3/11/14, Tax Bill Inserts
 - List of Assabet Valley Chamber Events,
 - Notice, Planning Board meeting 3/11/14, 3/25/14
 - Notice, 129 Parker Street Ad-Hoc Committee 3/12/14
 - Notice, Citizens Corp/Medical Reserve Corps meeting 3/13/14
 - Notice, Revitalize Maynard Collaborative meeting 3/12/14

- Notice, Xfinity, Hispanic Channel Information, dated 3/4/14
- Town Planner Resignation, Eric Smith, effective March 28, 2014
- Notice, TA, K. Sweet Vacation FY 2014
- Notice, Conservation Commission meeting 3/18/14

6. Consent Agenda

- Appointment, Board of Registrars, Charlie Shea
- Permit, Maynard Baseball Charitable Corp. for Crowe Park, copy of letter sent to all abutters.
- Permit, Maynard High School, for Crowe park

7. Special Permit, World Tai Chi Day

8. Request: Sidewalk temporary structure 10-20 Main Street.

9. Junk Dealer's License, Mike's Place 17 Euclid Avenue.

10. 7:15 pm Charter Review Public Hearing

11. 129 Parker Street Ad-Hoc Committee

12. Fire Chief Request to present facilities & capital needs

13. Discussion, BOS Capital Priorities

14. Free Cash Allocation Recommendations

15. FY15 Operating Budget & Enterprise Funds

16. Town Planner position

17. Draft ATM/STM Articles list.

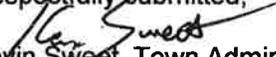
18. Town Administrator Report

19. Chair Report

20. Old/New Business.

21. Adjourn (9:30)

Respectfully submitted,


Kevin Sweet, Town Administrator

Next meeting date: April 1, 2014

THIS AGENDA IS SUBJECT TO CHANGE

Date Posted March 13, 2014

TOWN OF MAYNARD

MEETING NOTICE

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

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

Board of Selectmen

Address of Meeting: 195 Main Street, Maynard

Room: Room 197, Selectmen/TA Conference Room

M T W T H F	Tuesday	March 18, 2014	6:30 PM		
	Month	Date	Year	Time	AM/PM

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

6:30 pm Open Session

6:31 pm Executive Session - Personnel

LEGAL NOTICE

Notice is hereby given that the Maynard Board of Selectmen and Town Charter Review Committee will be holding a Public Hearing on Tuesday March 18, 2014 at 7:15 p.m. in Room 201 of the Maynard Town Building on the proposed changes to the Maynard Town Charter. A copy of the Town of Maynard Charter Revision filed with the Town Clerk's Office.

Charter Revision Committee

Peter Campbell

Ron Cassidy

Brendon Chetwynd

William Cullen

Jennifer Gaudet

William Kohlman

Jack MacKeen



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, March 4, 2014
Room 201, Town Hall
Time: 7:00 pm

Present: Chair, Brendon Chetwynd, Selectman David Gavin, Selectman William Cranshaw, Selectman Dawn Capello, Town Administrator Kevin Sweet, Assistant Andrew Scribner-MacLean and Admin. Assistant Becky Mosca.

(This public meeting was recorded).

Pledge of Allegiance

Public Comments – none

Minutes of February 25, 2014

A motion was made by Selectman Capello to approve the minutes for February 25, 2014. Second by Selectman Gavin. Vote 3-0-1. Sel. Cranshaw abstained Motion Approved.

List of Correspondences (mail to the Selectmen's Office for March 4, 2014).

- Notice, 129 Parker Street Ad-Hoc meeting, 3/5/14.
- Notice, Golf Course Re-use Committee meeting, 3/3/14
- Notice, Community Preservation Committee meeting, 3/5/14
- Correspondence from Maynard Historical Commission, dated 2/21/14.
- Notice, Conservation Commission meeting, 4/4/2014
- Copy of letter received from MBA, Fire Department dated 1/15/2014
- Letter received from Maynard Youth Football & Cheer, dated 1/6/14

- Copy of Assabet Valley Chamber of Commerce invite, 4/20/2014.

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

Consent

Proclamation, Boston Post Cane, awarded to Mildred F. Duggan. Family attended meeting

Assabet Valley Little League, Opening Day Parade, 4/27/14

Request for Crowe Park, Little league, April thru August BOS requested to check with the neighbors.

A motion was made by Selectman Cranshaw to approve the consent items as amended, pulled the proclamation and Crowe Park request. Second by Selectman Capello. Vote 4-0. Motion approved.

A motion was made by Selectman Capello to approve the proclamation, for our Boston Post Cane to Mildred F. Duggan, whom is our oldest living resident in Maynard at 101 years young. Second by Selectman Capello. Vote 4-0. Motion approved.

School Scholarships, Mary Brannelly & Renee Muise.

Request to add either a notice in with one of the quarterly tax bills to residents of Maynard or some other mailing to all residents to make a donation to the Maynard Scholarship fund.

The Board agreed that such a charitable notice, as well as other notices, would be desirable to include. TA Kevin Sweet noted that mailing contractor is changing. He will research logistics and costs for mail inserts and will report to the Board for further consideration.

Liquor License hearing: 7:30 PM River Rock/Still River

Legal Notice

Notice is hereby given, in accordance with Mass. General Laws, Chapter 138, as amended that a Public Hearing will be held on Tuesday, March 4, 2014 at 7:30 p.m. in the Michael j. Gianotis, meeting room (No. 201) of the Maynard Town Building on the application of transfer of All Alcohol as a Common Victualler License from Tangier LLC to Still River LLC at 163 Main Street, Maynard, MA. A copy of the application is on file in the Municipal Services/ Licensing Division office. Ad# 13071877 dated 2/13 & 2/20

The transfer of license is necessary because one partner is selling share of business to the other partner.

A motion was made by Selectman Cranshaw to approve the Liquor license transfer from Tangier LLC to Still River. Second by Selectman Capello. Vote 4-0. Motion approved.

A motion was made by Selectman Cranshaw to approve the Corporate Name change for Still River LLC. Second by Selectmen Capello. Vote 4-0. Motion approved.

A motion was made by Selectman Capello to close the public hearing for Still River LLC. At 7:35 pm. Second by Selectman Gavin. Vote 4-0. Motion approved.

Parking Garage/Deck Hearing

PUBLIC NOTICE, NEW DATE FOR PARKING DECK HEARING

On Tuesday, March 4, 2014 at 7:35 pm, the Board of Selectmen will hold a Public Hearing regarding the Parking Deck. The Board would like to hear from the public and plan the next steps based on the concerns and responses from public.

On January 15, 2014 falling concrete was reported. After DPW and Facilities response and inspection, the decision was made to close upper deck for safety concerns and to determine next steps.

Responses from Public,

Gallery Seven, Nick Johnson: Thinks we need the space for parking.

Maynard Outdoor Store, Amy Cao, We need the parking.

Maynard Community Band, Michael Karpeichik, Holds events at Park, What will happen to park?

Middlesex Bank, Patty Chambers, Difficult for employees and customers to find parking, Saturdays seem to be even harder to find parking.

Serendipity Café, Bruce Davidson please restore as much parking as you can.

Halfway Café, Mark Bascio, Guest commented they had to drive around a couple of times to find a spot to park.

Anytime Fitness, Jim Flaherty, Thinks we have businesses happening and do not want the downtown to come up short.

Lois Tetreault Supports the local businesses "Heart of Downtown" Please repair or fix the parking issue.

Ken Estabrook, Timeline to Fund

Fine Arts Theatre, What are the plans to fix the parking issue.

Sel. Capello, Q; if we agree to remove the top deck, how quick do we think we can get the money? TA, Kevin Sweet, said we would need to process RFT submit to BOS ~ Finance Committee, maybe (3) weeks.

Sel. Cranshaw Q; what is the occupancy downtown – A; 93%
 Sel. Gavin; Statement, without more revenue, we don't have the money
 TA, Kevin Sweet, cost to add netting around \$16,000.00 short fix to add the
 lower parking back open.

Q; at hand

Repair = \$500,000.00 +
 Remove = \$190,000.00 –
 Replace = \$1,000,000.00 +

Selectmen Gavin indicated that given our high level of debt, we need to
 prioritize wisely in deciding whether to add anything more to it. He indicated his
 belief that the town has higher priorities now and coming soon that are more
 significant. As such, I cannot support rebuilding or repairing the deck at this
 time.

A motion was made by Selectman Chetwynd to approve the netting fix with
 funding process thru Finance Committee. Second by Selectman Gavin. Vote 4-
 0. Motion approved.

A motion was made by Selectman Chetwynd to authority the TA, Kevin Sweet
 to process RFT for all tasks related to the Parking Deck to DEMO. With BOS
 approval to move to the Finance Committee for approval. Second by Capello.
 Vote 3-1 Sel. Cranshaw. Motion approved.

A motion was made by Selectman Capello to close the hearing for the parking
 deck. Second by Selectman Gavin. Vote 4-0. Motion approved.

Carry-in Permit for Serendipity Café, 1 Nason Street

A motion was made by Selectman Capello to approve the carry-in wine and beer permit
 at Serendipity Café, 1 Nason Street. Second by Selectman Gavin. Vote 4-0. Motion
 approved.

School Department FY15 Budget Presentation

Chair, Amy Rebecca Gay, handed out new revised presentation and gave
 presentation for school new revision of their budget with Dr. Robert Gerardi.
 This budget is based on a 4.2% increase. (Level funded plus 4.2% increase).
 FY 15 Priorities or Reductions Tally List Handout #2.
 Comments from BOS Teachers, Residents, Staff, School Committee and Dr.
 Gerardi. Biggest hope is that we find the money to keep the staff and for school
 not to have to make any cuts.

The Board members noted their appreciation for the input and would consider
 the issue once they begin discussions on the budget. Sel. Cranshaw mentioned

that the School Committee's earlier conversation with the Finance Committee about a stabilization fund for mid-year SPED enrollments was interesting. He hoped that they would work with TA and ATA on that issue and on fiscal strategies regarding health insurance and other benefit costs.

MayDog License for Dog Park Discussion

TA, Kevin Sweet handed out a copy of the contract for MayDog, issue on page 6 liability, MayDog does not have the funds to get liability insurance. They are looking for the Town to have this coverage. BOS members trying to remember past comments from MayDog. Therefore, can we find out the cost to add this on to the Town's coverage. KS will get the cost.

BOS wants to know the Dog park rules and make them part of the contract.

Draft ATM/STM Articles

TA, Kevin Sweet, said this is the list of draft articles/control we have to date. BOS requested that the noise bylaw be removed as we still have more work to do on the bylaw.

Chetwynd asked for placeholder for Charter Review Committee.

At the next BOS meeting 3/18/2014, topics for business, free cash, capital and building needs.

Old/New Business:

Selectman Gavin: none

Selectman Capello: none

Selectman Cranshaw:

- Wants the for Town Meeting to be clear that everyone has 30 days to add a special article on the special town meeting to avoid any issues.
- Downtown lighting issue, DPW. We have a citizen coming in to every other meeting and bring up the issue that the downtown lighting needs to be fixed. It is the right thing to do. TA, Kevin Sweet will work with DPW to get this done.
- Other meeting topics, request that we book, reserve March 25 and April 8 2014 for possible additional meeting times in case Board needs to finish discussions on planned agenda items. Chetwynd agrees to agree that the BOS needs to have the other topics on agenda and to discuss them.
- The golf course discussion is scheduled after the capital discussion. Should not the golf course be part of the capital discussion.
- Does not agree that the BOS should have a building committee for only a Fire Station. It is not a topic for just one building as we have many needs.
- Regarding redesign of Nason Court area after parking deck removal, noted that there are some current town government volunteers who are Landscape Architects and they could help.

Executive Session:

In the matter of personnel and Union contract

A motion to convene an executive session was made by Selectman Gavin and duly seconded by Selectman Capello.

Roll call:

Gavin	Yea
Capello	Yea
Chetwynd	Yea
Cranshaw	Yea

After the Executive Session, the meeting will not reconvene.

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

Time: 11:10 pm

Approved: _____

Date:

Selectman, David Gavin, Clerk

Initials: BJM



MAYNARD FIRE DEPARTMENT

Fire Chief
Anthony Stowers

Monthly Report

FEBRUARY 2014

FIRE RESPONSE ACTIVITIES

Number of requests for service from February 1, to February 27 was 116 resulting in over 250 responses for the month. The requests break down for the month break down as follows:

Basic life support ambulance	36
Advanced life support ambulance	17
Mutual aid ambulance	5
Motor vehicle accident	1
Pedestrian hit by motor vehicle	0
Flammable gas leak	0
Flammable liquid/Hazardous Material spill	0
Building/Chimney Fire	1
Carbon monoxide detector activation/Problem	2
Other not specifically classified (car fire)	15
Lock-out	2
Mutual aid building fire/Automatic aid	2
Good intent/assist police/investigation/Haz-Mat Investigation	4
Well-being check/Medical Assist	7
Rescue (trench Rescue)	0
Smoke Investigation	0
System/Furnace malfunction/Hazardous Condition	1
Smoke detector/Sprinkler or Alarm activation with no fire	7
LP gas inspection/Tank Truck/Fuel Tank Smoke/CO detector/Oil Burner inspection/other inspectional services	13
Investigation of citizens complaint	1
Arcing electrical/wires down/overheat	0
Cooking Fire/barbeque fire/Brush/Vegetation	0
Unintentional false/canceled/unauthorized burning/other	1
Malicious False Alarm	0
Water Problem	1
Total	116

TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 400 hours of on-shift and off shift training this month in in a variety of topics such as driver/operator, Fire Safety Surveys, Leadership Development, Rescue Operations 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 are working with Facilities Manager Greg Leter on a plan to remove all remaining asbestos in the fire station. We are also working on repairing the main entrance which is in age related disrepair/

We have continued our pre-fire planning and are now working in Clock Tower Place.

February marked the beginning of our commercial fire survey project. This involves firefighters creating a safety partnership with business owners to help keep their business safe and viable moving forward.

ACTIONS OF NOTE:

We are continuing to work with the facilities manager on overcoming a communications issue at the new Maynard High School and it is anticipated this will be done shortly.

Firefighter Angela Lawless, who also takes care of our internal EMS program, started an 80 hour class at the National Fire Academy on EMS Program Management.

We are once again working with Emerson Hospital on our Continuous Quality Improvement program for our Emergency Medical Services Program.

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 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, we are also now on Twitter, follow us: @Maynard_MAFire

We will be submitting another grant to FEMA in hopes of securing Fire Prevention and Safety funds.

We put our new four gas meter with Photo-Ionization Detector into service. This was purchased on a grant awarded to us by MIIA in December.

Captain Sean Kiley and Chief Stowers attended a program called "Commanding the Mayday", at the Massachusetts Fire Academy.

Captains Latta, Morrison, Soar and Kiley, as well as Firefighter Gray, all participated in different class offered by the Northeast Homeland Security Council in February.

Chief Stowers and Captain Kiley had the opportunity to speak to the Maynard Business Alliance on our new fire safety survey program.

Respectfully Submitted,
Anthony Stowers

Report for Treasurer/Collector's Office
The month of February 2014
Submitted by Cheryl Kane

Activity Report

February 2014 Collections (detail attached):

Collector: Taxes and Water Sewer:	\$ 2,533,978.23
Treasury Receipts: Dept Turn-ins and wires:	\$ 951,723.23

Delinquent Real Estate Taxes 2/28/14:

Tax Title Outstanding Balance:	\$ 1,234,018.39
Real Estate Outstanding for fiscal 2013	\$ 52,653.38

Comments

- Treasurer's Cash and Collector's Receivables are reconciled to the general ledger thru January 2014
- 4th quarter Real Estate/Personal Property/Water Sewer bills will be mailed out at the end of March.
- Tax Title liens for nonpayment of 2013 Estate Taxes will be filed at the Registry of Deeds in March.

February-14

Collector's Receipts

Tax	2,017,787.44
Interest and Fees	27,785.50
Water Sewer Receipts	469,987.89
Water/Sewer Interest	6,813.01
CPA	11,604.39

Collector's Total **2,533,978.23**

Treasurer's Receipts

ARRT Conservation	8,859.32
Clerk Fees	4,825.00
Council on Aging	15,565.29
Cultural	4,250.00
DPW	3,028.91
Fire Fees	740.00
Fire Ambulance Reimbursement	20,689.48
Library	
Misc Revenue/General Fund	54,443.93
Municipal Services Fees and Permits	29,225.58
Parking	5,814.10
Police	4,012.13
Police Detail reimbursement	12,096.00
Retirement - reimbursement	
Retirement Drug Subsidy	36,077.13
School-Education Revenue	117,406.31
Selectmen's Office	3,875.16
State and Federal Aid	446,314.82
Tax Title	120,617.74
Treasurer's Interest and fees	792.69

Withheld/reimbursements 63,089.64

Treasurer's Total **951,723.23**

Total Receipts **3,485,701.46**

FACILITIES DEPARTMENT
February 2014
Gregg Lefter, Facilities Manager

Activity Report

FACILITIES:

- **Monthly Building Committee Meetings**
- **Monthly AVVTS Meetings**
- **Monthly Staff Meetings**
- **Antenna cable at High School for MFD repeater system**
- **Punch list Items at High School**
- **Maintenance Plan for Schools**
- **Parking Deck Demo Quote**
- **Ongoing Energy Audits**
- **School Committee meeting update**
- **Fire Alarm review and quotes for WWTF**
-





Maynard Police Department

Chief Mark W. Dubois

To: Board of Selectmen

Monthly Report – February 2014

It is difficult to have all members of the department at one training event due to patrol coverage needs and the variety of schedules and shift work. Once each year we hold a department wide training event and this year it was held on February 19th. We were able to take advantage of our new dispatcher which allows the desk officer to attend the training, so all members were available to attend.

The annual day of training is a good way for all members of the police department to get information and updates on a variety of topics at one time and they all get to hear the same message at the same time. Members of the Command Staff covered a variety of topics: department updates, performance evaluations, new policies and procedures, accreditation time line, and a review of the use of force policy.

We had several outside agencies scheduled for 1 hour sessions: Middlesex District Attorney's Office reviewed domestic violence response, reports, and information needed for successful prosecutions. We had a program called "Well Aware" provided by the towns insurance company, MIIA. This program is focused to Law Enforcement officers to deal with Work and Life Stress.

We also had a presentation about service dogs and the laws applicable to them. Maynard's Animal Control Officer, Jennifer Condon also attended this portion of the day. This was very well received and there is an article in this week's Beacon Villager about service dogs which came from this presentation. It was a successful day and is always very useful in the professional development of Maynard Police Officers.

Attached are the police department statistics for February 2014

Respectfully submitted,

Mark Dubois

Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Hang Up	0	3	3
911 Abandoned	0	4	4
911 Accidental	0	3	3
Abandoned MV	0	1	1
Alarm Fire/Smoke	0	3	3
Alarm - Medical	0	1	1
Alarm, Burglar	0	10	10
Animal Complaint	0	9	9
Alcohol Offense	0	1	1
Arrest / Fugitive	0	1	1
Area check	92	0	92
Assault	0	1	1
Assist Citizen	4	12	16
Assist Fire Dept.	0	3	3
Assist Other Agency	0	2	2
B & E (Motor Vehicle)	0	1	1
Prisoner Cell Checks	0	14	14
Building Check	263	0	263
Computer Crime	0	1	1
Civil Dispute	0	1	1
Disturbance	1	7	8
Disabled MV	3	6	9
Domestic / Civil Matter	0	1	1
Domestic Disturbance	0	3	3
Fire, Structure	0	1	1
Follow Up Investigation	3	3	6
Fraud	0	3	3
General Service	4	17	21
Harassing / Harassing Calls	0	3	3
House Check	15	0	15
Hazard	2	12	14
ID Check	0	1	1
Investigation	1	0	1
Juvenile Offenses	0	1	1
Larceny	0	5	5
Liquor Law Violation	0	1	1
Loud Music	0	1	1
Medical Emergency	0	42	42
Missing Person	0	1	1
Mutual Aid - Acton	0	1	1
M/V Accident w/ no injuries	0	12	12
M/V Accident, w/Injuries	0	2	2
M/V Accident; Hit & Run	1	2	3
Motor Vehicle Stop	156	2	158
Motor Vehicle Violation	2	6	8
Notification	0	3	3
Nuisance	0	1	1
Serve Paperwork	5	1	6
Parking Complaint	6	12	18
Annoying Phone Calls	0	1	1
Property Damage	0	7	7
Found / Lost Property	0	1	1
PRISONER TRANSPORT	0	1	1
Radar Enforcement	91	0	91
Serve Restraining Order	1	0	1
Sudden Death	0	2	2
Soliciting	1	1	2
Suicide / Threat	0	3	3
Serve Summons	2	0	2
Suspicious Activity	4	15	19
Traffic Enforcement	36	0	36

Maynard Police Department
Dispatch Analysis

Traffic Control	2	0	2	< 1
Traffic Hazard	1	0	1	< 1
Vandalism	0	4	4	< 1
Serve Warrant	0	3	3	< 1
Well Being Check	0	12	12	1.2
TOTAL	696	271	967	100

Call Action Breakdown

<u>Call Action</u>	<u>Self Init</u>	<u>Dispatched</u>	<u>Total</u>
Area Checked	420	9	429
Assisted, Fire Dept. transport	0	9	9
Animal Control Off. Notified	1	0	1
Arrest(s) Made	6	9	15
Assisted	8	32	40
Building Checked / Secured	14	4	18
Cancelled Call	2	2	4
Citation (Fine) Issued	47	3	50
Criminal Complaint (Summons)	4	1	5
Could Not Locate	4	4	8
Citation (Warning) Issued	19	1	20
Dog Officer Notified	0	1	1
DPW Notified	0	3	3
False Alarm	0	4	4
Gone On Arrival	0	8	8
Investigated	2	5	7
Logged	0	2	2
No Action Required	51	11	62
Notification Made	0	17	17
Owner Notified	0	1	1
Party Advised	3	5	8
Protective Custody	0	3	3
Party Located	0	2	2
Party Spoken To	6	26	32
Parking Ticket Issued	6	0	6
Restraining Order Filed	0	1	1
Prisoner Released / Transport	0	9	9
Removed	2	0	2
Report Filed	1	57	58
Peace Restored	0	1	1
Service Made	1	2	3
Services Rendered	13	7	20
Transported to Hospital	0	26	26
Unfounded	0	6	6
Vehicle Towed	1	0	1
Verbal Warning	85	0	85
TOTAL	696	271	967



TOWN OF MAYNARD
Department of Public Works

MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1317 Fax: 978-897-7290
www.townofmaynard-ma.gov

Administration

Highway

Water & Sewer

WWTP

To: Board of Selectmen

From: Christopher Okafor, Operations Manager

Date: March 3, 2014

Re; Monthly Report – February 2014

Administration: Submitted by Christopher Okafor, Operations Manager

- Analysis of DPW – ongoing
- Customer Services
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- WWTP RFP opened and analyzed
- Working with Stantec Engineering on Water & Sewer I/I programs
- Working with Stantec Engineering on GIS mapping of storm drainage, sewer drainage and water systems town wide
- Monitoring Trash/Recycling programs Contract - monthly meeting with contractor
- Updating Water & Sewer Rules and Regulations – Draft form
- DPW Design and Construction Standards & Details – Draft form
- Analysis of DEP staffing requirement at WWTP – ongoing
- Snow and Ice Operations – Ongoing
- Discussions with Nster Gas – Ongoing.
- Department FY15 budget preparations - Ongoing
- Reviewing all DPW fees – ongoing
- Tree Works – various locations
- Misc.

Water and Sewer Division: Submitted by Tim Mullally, Foreman

- All water department employees plowing snow and snow removal downtown for the highway department
- Daily sepwef lift station checks and repairs as needed
- Daily final reads

- Daily dig safe mark outs
- Two six inch water breaks one at the corner of Park and Sherman Streets and one at 165 Great Road
- One two inch water leak at McDonald's Restaurant, shut down the water so McDonald's could make repairs
- Three sewer blocks, one at Anytime Fitness on Nason Street, one at 2 Summit Street and at 42 Walnut Street

Highway Division:

Submitted by Joe Foster, Foreman

- Our primary focus this month was to deal with winter weather events and cold patch potholes
- Spent 15 days cold patching potholes
- One employee to WWTP for 20 plus days to drive the tanker truck
- Removed snow banks at cul de sacs, dead end streets and parking lots
- Five weather events during the month ranging from 1.5 inches to 12 inches of snow, totaling approximately 40 inches of snow
- Cleaned all equipment of salt residue
- One internment this month

We continued to assist other departments as needed with manpower or equipment as requested. i.e. 20 plus days of driving WWTP tanker and assisted water department with main leak on Great Road

Waste Water Treatment Plant: Submitted by Mark Votto, Plant Manager, Weston and Sampson

- One February 4th we started the Co-Mag a month early
- Merrimack Sheet Metal completed railings and grating on the mixing tanks in Co-Mag
- During snow removal wires were knocked down on Pine Hill Road leaving the WWTP without communications. Charlie Dismuke was called in and stayed overnight
- During this period Priority Fire and Security provided temporary wireless alarm service to the plant
- We trucked 19 loads of sludge totaling 152,000 gallons. All loads were trucked using the town tanker
- Routine operations and maintenance during the month
- Influent Screen representation were on site for training and adjustments
- Weston and Sampson replaced the intern at the end of the month with Eric Sek

**Report of the
Town Clerk's Office
For the month of February 2014
Submitted by Michelle Sokolowski**

Activity Report

- Diane Donovan, formerly of the OMS department has accepted the position of Assistant Town Clerk. Diane's first day was February 24th,
- Nomination papers became available for the Annual Town Election. The following offices are open:
 - 2 Selectman for a term of 3 years
 - 1 Moderator for a term of 1 year
 - 2 School Committee member for a term of 3 years
 - 1 Trustee of Public Library for a term of 3 years
- As of February 28th , the following people have obtained nomination papers:

BOARD OF SELECTMEN

David D. Gavin (papers returned and certified)
Timothy M. Caldwell
Jason J. Kreil
Timothy W. Egan
Michael J. Sallesse (papers returned and certified)

MODERATOR

James F. Coleman

SCHOOL COMMITTEE

Bernard K. Estabrook
Jamal T. DeVita

TRUSTEE OF PUBLIC LIBRARY

Cheryl S. Bouchard

- 2014 Annual Town Census and Dog License Renewal/Request forms are being processed as they arrive. 685 dogs have been licensed as of January 31st. This has increased as compared to 547 licensed as of February 28, 2013. Late fees will be in effect in March.
- Money taken in was reported and turned over to Treasurer-Collector's Office.
- All birth, death & marriage records were reported to the Registry of Vital Records and Statistics.
- The following documents were issued:
 - 10 Business Certificates
 - 22 Birth Certificates
 - 17 Death Certificates
 - 4 Marriage Certificates
 - 2 Marriage Intentions

Four (4) Board & Committee members were sworn into office.
Officer Nicholas Latino was sworn and as Police Patrolman.
Three Police Officer were sworn in as Local Licensing Authority Agents



BOARD OF ASSESSORS

195 MAIN STREET
MAYNARD, MA 01754
978-897-1304 ~ FAX 978-897-1013

TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

~

TOWN HALL

Room 202 - Upstairs
Tuesday, March 11, 2014
6:30 PM

AGENDA

- REVIEW AND SIGN MINUTES
- REVIEW AND SIGN MONTHLY REPORTS
- REVIEW AND VOTE ON EXEMPTIONS & RE & PP ABATEMENTS
- REVIEW ARTICLE FOR ATM/STM 2014
- REVIEW & SIGN OMITTED ASSESMENTS

Posted 3/6/2014

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: BILL CRANSHAW
SUBJECT: TAX BILL INSERTS
DATE: MARCH 11, 2014

At our last meeting the Board of Selectmen requested that the Town Administrator investigate logistical options and costs for including inserts with the quarterly real estate/water bill mailings. The Board could then consider including inserts from charitable organizations seeking donations.

I offer the following as some of the other types of informational inserts that might be inserted periodically.

- Information on the State's Senior Circuit Breaker tax credit. This provision can provide a tax refund of more than \$1,000 to eligible home owners and renters. Providing this information annually would help ensure that as many Maynard residents as possible benefit.
- Information on obtaining the water/sewer bill rate relief for eligible senior homeowners. Providing this information annually would be the most effective means of marketing the program and providing the intended financial relief.
- Water ban information. The state-mandated annual water ban is not well understood. Providing the information annually would help achieve better compliance.
- Abatement/exemption information. Notice of the deadline for Abatement Applications is typically included with the third quarter bills, but providing more detailed information about the available abatements and exemptions would benefit more taxpayers.

From: Sarah Cressy <sarahcressy@assabetvalleychamber.org>
Sent: Saturday, March 01, 2014 1:33 PM
To: Becky Mosca; Bill Ross; Bob Larkin; Christine Monteiro; Harvest Cafe, Hudson MA; Jim McGowan; John Agoglia; John Kovacs; Justin Provencher; Marlene Thomas; maynard.housing@verizon.net; Melissa Levine; Murray Levine; Randall, Chuck; Sharon Grimm; Steve Ziegler; Von Fettweis, Janice
Subject: March/April Chamber Schedule

Upcoming Programs & Events

3.7

Coffee Connections—and early riser networking opportunity. Serendipity, 63B Main St., Hudson, 7:30 to 9 am., with round-the-room introductions at 8 am. Complimentary continental breakfast. Free, but limited space, so reservations requested.

3.19

Board of Directors Meeting, Citizens Bank Community Room, 8 am.

3.20

Business After Five Networking at Hudson Family Dental Care, 414 Main St., Hudson. 5 to 7 pm. Plentiful appetizers, adult beverages, raffle, round-the-room introductions...what more could you ask for? \$10 for members, \$15 for future members. Reservations Requested.

3.21

Women's Business Network Luncheon, Speaker: TBA, Harvest Café, 40 Washington St., Hudson. \$16 for members, \$21 for future members. Reservations Requested.

3.28

Ribbon Cutting and Grand Opening Celebration @ Metro PCS, 26 Main St., Hudson. 11:45 am. to 1 pm, with Ribbon Cutting at 12:15 am. Free. Complimentary Light Lunch Served, but reservations appreciated!

4/4

Hudson Fest Committee Meeting, Chamber Office, Noon.

4/11

Annual Chamber Auction Bash. Stow Acres CC, 58 Randall Road, Stow. 6 to 9:30 pm. Delicious buffet featuring Chicken Piccata and Pasta Primavera, Live Music, Live and Silent Auction Items. \$25 pp. Parties of 8-10 may reserve a table!

4/16

Board of Directors Meeting, Citizens Bank Community Room, 8 am.

4/25

Hudson Fest Committee Meeting, Chamber Office, Noon.

4/30

Meet the New Maynard Town Manager (Kevin Sweet), the New Assistant Town Manager (Andrew Scribner-McLean), and the New Town Planner (Eric Smith). Gianotis Room, Maynard Town Hall, Noon to 1 pm. The first half an hour will give participants a chance to grab a sandwich and do some informal networking. At 12:30 pm., our guests will give brief presentations (under 5 minutes). This event is free, and open to the public, but reservations are requested!

Date Posted: March 6, 2014

TOWN OF MAYNARD

MEETING NOTICE

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

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

PLANNING BOARD

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

Tuesday, March 11, 2014 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): **February 4, 2014 and February 25, 2014 (if available).**
2. Old/New Business:
 - Informal discussion with Steve Poole and Dan Goguen re: Pine Street Condominiums Preliminary Concept for Site Plan Modification and Project Expansion.
 - Update of 129 Parker Street and the 129 Parker Street Ad Hoc Committee
 - Discussion of Floodplain Zoning Bylaw Amendments
 - Zoning Bylaw Correction and Update Status
 - Scenic Roads
 - Fowler Street Extension Definitive Plan Status Update
 - Discussion of MacDonald 10-20 Main Street Special Permit
3. Correspondence
4. Other Information:
 - a. Public Hearing for Proposed Changes to the Maynard Protective Zoning Bylaws related to Section 9.1, Flood Plain District scheduled for Tuesday, March 25, 2014 at 7:05p.m.
 - b. Public Hearing for Victory Plaza Sign Special Permit scheduled for Tuesday, March 25, 2014 at 7:30p.m.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Bernard Cahill, Chairman

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

Date: March 6, 2014



PLANNING BOARD
TOWN BUILDING
195 MAIN STREET
MAYNARD, MA 01754

A public hearing will be held on **Tuesday, March 25, 2014 at 7:30 p.m.** at the Maynard Town Building, 195 Main Street, Maynard, Room 201, to hear all persons interested in the Petition filed by Mammoth Acquisition Company, 1300 Belmont Street, Brockton, MA, 02301 for a Sign Special Permit to install an internally illuminated multi-tenant directory sign approximately 45 square feet that would be located at the Victory Plaza, 86 Powdermill Road, Maynard, Map 10, Parcel 97, in the Business Zoning District. This is subject to Section 6.2.11 of the Maynard Protection Zoning Bylaw of the Town of Maynard.

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

Eric R. Smith, AICP, Town Planner
Maynard Planning Board



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

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, March 25, 2014 at 7:05 p.m.** at the Maynard Town Building, 195 Main Street, Maynard, Room 201 to discuss the following proposed changes to the **Maynard Protective Zoning By-laws**:

Proposed Changes to Section 9.0 Special Districts:

Section 9.1, Flood Plain District:

To amend the Flood Plain District Section 9.1.1 Location, within Section 9.1 FLOOD PLAIN DISTRICT, by amending the references to the FIRM flood plain map panels numbers and date and the FIS report date with the updated map panel numbers and date and report date.

Further, to amend Section 9.1.4, Development Regulations, subsection 1, to delete an outdated reference to the Flood Resistant Construction Regulations now relocated elsewhere in the 8th edition of the Massachusetts Building Code.

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

Bernard Cahill, Chairman
Maynard Planning Board



AGENDA

129 Parker Street Ad Hoc Committee

Wednesday, March 12, 2014

Town Building – Office of Municipal Services Conference Room (First Floor)

7:00 P.M.

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

- I. Review and approval of Meeting Minutes
 - March 5, 2014
- II. Review of Final Recommendations Document
- III. Committee vote on recommendations
- IV. Review of schedule for future public meetings of other Public Boards
- V. Adjourn

Date Posted _____

TOWN OF MAYNARD

MEETING NOTICE

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

MAYNARD CITIZENS CORP/MEDICAL RESERVE CORPS

Address of Meeting: Town Hall

Room: Municipal Services Meeting Rm

M T W T H F March 13, 2014
Day of Week Month Day Year

Time: 6:30pm

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

1. Approve Minutes of Previous Meeting(s): January 2014
2. Region 4A updates: New coordinator and training opportunities
3. Town Updates:
4. Newsletter:
5. Old Business:
 - Training- Survey Results
 - Keys
 - Beacon Article
 - Sharps containers
6. NEW BUSINESS TOPICS:
 - Available resources
 - Recruitment
7. Adjourn – followed by Room Clean up
8. Next Meeting April 10, 2014

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON(S)

John Flood
Mary Ellen Quintal



Revitalize Maynard Collaborative: General Meeting
Wednesday, March 12, 2014
7 to 9pm
Maynard Town Hall-Lower Meeting Room

AGENDA

- I. Introductions
- II. Updates from *select* committees
 - a. Clock Tower Place Committee- *Heather Nickle, Ellen Duggan, Lynda Thayer, Mary Brannelly, Joe Mullin*
 - b. Community Art Committee - *Jero Nesson et al.*
 - c. Local First Committee update- *Deb Hledik, Denise Shea, Mary Brannelly et al.*
 - i. Update on "Shop Local" book & video display for library- *Heather*
- III. Updates from Town Planner- *Eric Smith/Via E-mail*
- IV. Cultural District Designation, Maynard Cultural Council update & Meeting with Ja-Nae Duane of Massachusetts Artists Leaders Coalition and Revolution Inc.- *Elizabeth Milligan/Via E-mail*
- V. Food Co-Op Update- *Kelly Nadeau*
- VI. Update from Fine Arts Theater
- VII. Potential RMC-led Downtown Events:
 - a. Food Truck Event- *Heather Nickle & Carol Leary*
 - b. Hands across Maynard/Give Downtown a Hug- *Denise*
 - c. Artist Benches downtown- *Denise Shea*
- VIII. New business/ideas?
- IX. Updates:
 - a. Non-profit status- *Maren Calzia*
 - b. RMC overview presentation for Board of Selectman- *Maren Calzia*
- X. Review task assignments & Assign future topic(s) for next meeting

NEXT MEETING: TBD (May)

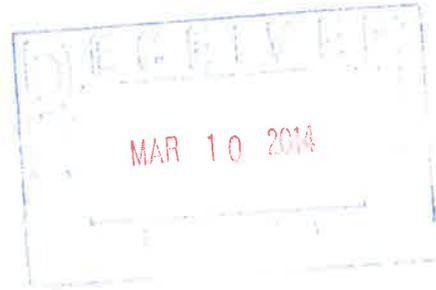
Future Topics:

- Rail Trail--Business Development?



March 4, 2014

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



Re: Hispanic Channel Information

Dear Chairman and Members of the Board:

In keeping with our ongoing efforts to provide regular updates regarding our service, I am writing to inform you as of April 15, 2014, the following channels will no longer be available: CBTVMichoacan ch 672, HTVMusica ch 665 and LaFamiliaCosmovision ch 663.

Please be advised Customers are receiving notification of this information via bill message.

Should you have any questions, please do not hesitate to contact me at 978.825.2308.

Sincerely,

Ben Pearlman

Ben Pearlman, Sr. Manager
Government & Regulatory Affairs

Becky Mosca

From: Kevin Sweet
Sent: Tuesday, March 11, 2014 8:53 PM
To: Brendon Chetwynd; D Capello; D Gavin; William Cranshaw
Cc: Andrew Scribner-MacLean; Stephanie Duggan; Becky Mosca
Subject: Town Planner Resignation

Importance: High

Dear Board,

It is with regret that today I must announce the resignation of Eric Smith, who is resigning from his position of Town Planner effective March 28, 2014. He is resigning from his position due to personal and professional reasons. Eric has been a valued part of our team over the last 8-months and many have enjoyed working with him. He has accepted a position as a Planner with the Central Massachusetts Regional Planning Commission located in Worcester. I wish him every success in his new endeavors. Andrew and I will be having transition meetings with Eric over the next few weeks. In addition, we will hold an exit interview to determine what is going well and, what needs to improve as we move forward.

Regards,
Kevin

Kevin A. Sweet
Town Administrator
Town of Maynard
195 Main Street
Maynard, Massachusetts 01754
Tel: 978.897.1375
Fax: 978.897-8457



TOWN OF MAYNARD
OFFICE OF THE TOWN ADMINISTRATOR
MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
tel: 978-897-1375 fax: 978-897-8457
www.townofmaynard-ma.gov

Kevin A. Sweet
Town Administrator

Andrew Scribner-MacLean
Assistant Town Administrator

MEMORANDUM

To: Board of Selectmen
From: Kevin Sweet, Town Administrator 
Date: March 12, 2014
Re: **Vacation Notice - Fiscal Year 2014**

Dear Honorable Board of Selectmen,

I am requesting approval of the following Paid Time Off (PTO) days:

- *April 21-25, 2014* (New York City)
- *June 23-27, 2014* (Ontario, CN)

As always, I will continue to make myself available via cell phone and email during this time to respond to imminent issues that may arise. Andrew Scribner-MacLean, ATA will oversee the day to day operations during this time.

Respectfully Submitted:
Kevin Sweet, Town Administrator

TOWN OF MAYNARD

MEETING NOTICE

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

Maynard Conservation Commission

Maynard Town Hall
Municipal Services Conference Room
Tuesday, March 18, 2014 at 6:30 PM

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

ADMINISTRATIVE BUSINESS:

- Review minutes from 02/18/2014 and 03/04/2014.

PUBLIC HEARING:

- Request for Determination (6:45)
Mockingbird Lane Sewer Pump Station
Department of Public Works
- Abbreviated Notice of Resource Area Delineation (7:00, continued from February 4th)
Assabet River Rail Trail
Linda Hansen, Town of Maynard and Marta Nover, Nover Armstrong Associates
- Abbreviated Notice of Resource Area Delineation (7:05, continued from February 4th and March 4th)
129 Parker Street
Scott Goddard, representing Capital Properties
- Notice of Intent (two filings, both at 7:30, continued from February 4th and March 4th)
Fowler Street, Lots 1 & 2
Orchard Valley Construction
Construction of two single family houses within a five lot subdivision

WETLANDS/STORMWATER ISSUES:

- Fowler Street Extension Stormwater Management bylaw application (expect to be discuss in conjunction with the NOI hearing)

LAND MANAGEMENT:

- Walcott Woods additional invasive plant management and native plant selection

BUSINESS:

- Update on Draft Stormwater Management Bylaw regulations

Mail of note:

- 129 Parker Street Ad Hoc Committee Recommendations
- Taylor Road subdivision request for subdivision modification (to the Planning Board)

Upcoming Meetings:

- Share your Vision for the Future of the Assabet River National Wildlife Refuge, **March 19th, 7:00**, Assabet River NWF visitor center.
- DEP Network meeting, **March 20th, 10:30, Concord**
- SVT talk: Bobcat in Massachusetts, **March 20th, 7:00** Wolbach Farm, Sudbury

- Next Conservation Commission meeting, **April 1, 2014.**
- Mass. Land Conservation Conference, **March 22**, Worcester Technical High School
- DEP Wetland Revisions Workshop, **April 16th, 1-3**, Worcester, DEP Central Regional Office

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

NUMBER

JD-13-03

THE COMMONWEALTH OF MASSACHUSETTS

Town of Maynard

FEE

\$50.00

JUNK DEALER'S LICENSE

This is to Certify that a license is hereby granted to Mike's Place

at 17 Euclid Avenue (NO access, deliveries, or parking related to the business allowed on Euclid)

TO BE A DEALER IN OR KEEPER OF A SHOP FOR THE PURCHASE, SALE OR BARTER IN

JUNK, OLD METALS AND SECOND HAND ARTICLES

in said Town in accordance with the laws of the Commonwealth of Massachusetts relating thereto, the ordinances and by-laws of said Town and such rules and regulations provided for the supervision thereof.

This license shall continue in force until May 1st, 20 15, unless sooner revoked and is subject to sections 202 to 205, inclusive, of the General Laws, Chapter 140, as amended.

By order of the Board of Selectmen this 18th day of

March, 20 14.

Chairman



TOWN OF MAYNARD
Office of Municipal Services
 MUNICIPAL BUILDING
 195 Main Street
 Maynard, MA 01754
 Tel: 978-897-1302 Fax: 978-897-8489
 www.townofmaynard-ma.gov

Kevin A. Sweet
 Town Administrator
 Executive Director

Board of Health
 Conservation Commission

Building & Inspections
 Licensing

Board of Appeals
 Planning Board

**APPLICATION FOR
 JUNK DEALER'S LICENSE**

TO BE A DEALER IN OR KEEPER OF A SHOP FOR THE PURPOSE, SALE OR BARTER IN
 JUNK, OLD METALS AND SECOND HAND ARTICLES

* No access, deliveries, or parking related to the business allowed on Euclid per Zoning Enforcement officer

Date: 1-16-14

Fee: \$50.00

Place of Business: 17 Euclid Ave

Phone: _____

Name of Business: Mikes Place

Owner's Name: MICHAEL DUNN

Is Business Incorporated? No If not, Business Certificate #: NA See attached

Nature of Principal Articles Dealt In (i.e. Clothing, Jewelry, Furniture, etc.): _____

Furniture, China

Do you use a Weighing/Measuring Device?: No

NOTE: If Weighing/Measuring Device is used, please contact this office so that we may inform the Sealer of Weights and Measures for calibration.

Hours of Operation Requested: 9-4pm

Tax ID Number (if available): _____

Is Merchandise taken on Consignment?: No

[Signature]
 Signature of Applicant

11 River St Maynard
 Home Address

978-265-3703
 Phone

\$40.00
fee Pd Cash

BUSINESS CERTIFICATE
THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF MAYNARD

195 MAIN ST., TOWN CLERK, MAYNARD, MASS.01754
July 15 20 13

IN CONFORMITY WITH THE PROVISIONS OF CHAPTER ONE HUNDRED AND TEN, SECTION FIVE OF THE GENERAL LAWS, AS AMENDED, THE UNDERSIGNED HEREBY DECLARE(S) THAT A BUSINESS UNDER THE TITLE OF: _____

Mikes Place

IS CONDUCTED AT

20 Euclid Ave Maynard MA
(NUMBER, STREET, AND TOWN)

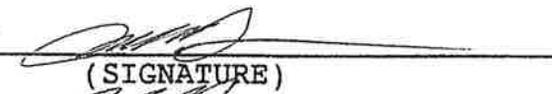
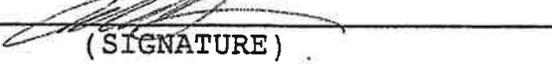
TELEPHONE NUMBER: 978-265-3703 TAX ID# SSN# or FID#
024 62 2340

NATURE OF BUSINESS: Used goods

BY THE FOLLOWING NAMED PERSONS:

FULL NAME	RESIDENCE
<u>Michael Dunn</u>	<u>11 River St Maynard MA</u>

SIGNED:

 (SIGNATURE)	(SIGNATURE)
 (SIGNATURE)	(SIGNATURE)

MIDDLESEX SS. THE COMMONWEALTH OF MASSACHUSETTS
July 15 20 13

PERSONALLY APPEARED BEFORE ME THE ABOVE NAMED _____

Michael Dunn
AND MADE THE OATH THAT THE FOREGOING STATEMENT IS TRUE.

A CERTIFICATE ISSUED IN ACCORDANCE WITH THIS SECTION SHALL BE IN FORCE AND EFFECT FOR FOUR YEARS FROM THE DATE OF ISSUE AND SHALL BE RENEWED EACH FOUR YEARS THEREAFTER SO LONG AS SUCH BUSINESS SHALL BE CONDUCTED AND SHALL LAPSE AND BE VOID UNLESS SO RENEWED.
EXPIRATIONS DATE: July 15, 2017

Cathy W. Beard
TITLE
Asst. town clerk



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

PERMIT

This permit is issued to

James MacDonald

FINE ARTS THEATRE

For the following purpose:

***Staging, on Main Street,
Time frame: March 2014, thru, 2014***

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:



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

2014 - SEASON PERMIT- Crowe Park (April 12, THRU August 25th, 2014)

This permit is issued to

**Maynard Baseball Charitable Corp.
Michael Chambers**

For the following purpose:

Practice weeknights from 6:00 p.m. until 8:00 p.m. starting in March

Spring season covers Saturday games at 10:00 am and 1:00 pm

Sunday's at 1:00 pm & 4:00 pm

The Summer League, Lou Tompkins program is 5 nights a week and weekend afternoons.

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:



TOWN OF MAYNARD
Office of Board of Selectmen
MUNICIPAL BUILDING
195 Main Street
Maynard, MA 01754
Tel: 978-897-1351 Fax: 978-897-8457
www.townofmaynard-ma.gov

Becky Mosca
Administrative Assistant

DATE March 6, 2014

Residents
Maynard, MA. 01754

RE: Crowe Park Baseball Season 2014

On behalf of the Board of Selectmen, we are sending out a notice to the abutters of Crowe Park.

The Town has received a letter from the Maynard Baseball Charitable Corp. for Minuteman Babe Ruth League requesting the use of Crowe Park from April 1, 2014 thru August 30, 2014. This has been a yearly request for over twenty years.

As a neighbor of Crowe Park, do you have any concerns with the Town granting the use of Crowe Park to Maynard Baseball Charitable Corp? If you do have concerns, the next Board of Selectmen's meeting will be held on March 18, 2014 at 7:00 pm in the Michael J. Gianotis Room No 201 at Town Hall, 195 Main Street Maynard, MA. You may also call 978-897-1301 or email: bmosca@townofmaynard.net please let us know of any comments.

Regards,

Becky Mosca
Administrative Assistant
195 Main Street
Maynard, MA. 01754

Becky Mosca

From: Mike Chambers <chambersm@oscie.com>
Sent: Sunday, February 23, 2014 5:24 PM
To: Becky Mosca
Subject: Crowe Park Field Request 2014

Honorable Board of Selectmen,

I would like to request the use of Crowe Park for the spring Minuteman Babe Ruth League that will be run by the Maynard Baseball Charitable Corp. The league is scheduled to start on April 12 and will end on June 08. The games will be played on Saturday's at 10:00 a.m. & 1:00 p.m. and on Sunday's at 1:00 & 4:00 p.m. We would also like to request the use of the field for practice weeknights from 6:00 p.m. until 8:00 p.m. starting mid March and ending June 9. This is the same schedule that we have used for the past 13 years while participating in this league. The Minuteman Babe Ruth League is a recreational baseball league and consists of 14 communities and over 60 teams. The program will be open to all Maynard/Stow players between the ages of 13 - 15 years. We will field three teams in this league. The league would provide the Town of Maynard with proof of insurance and would promise to keep up the maintenance on the field as well as keeping the surrounding area free of litter.

The Maynard Baseball Charitable Corp. would also like to request the use of Crowe Park for the summer Lou Tompkins All Star Baseball League that is run through our nonprofit organization. The LTA season would start mid-June and end on the second week of August. The league would need the field probably 5 nights a week and weekend afternoons. We would be looking at fielding approximately 3 to 4 teams between this league. The league ages for this league would be 13 - 21 years old and would serve the youth of Maynard and Stow as it currently does. This will be the seventh summer for the Tompkins league which is a very competitive all-star league and gives the 13 - 21 year old player an opportunity to play summer ball and who up until three years ago had no baseball after the junior high and high school seasons. There has been tremendous amount of interest from the youths of Maynard to play in this league this summer.

Last year the improved netting design yielded no baseballs leaving Crowe Park and disrupting the neighbors who reside in the area of Crowe Park. I did not receive one complaint from neighbors or the Town of Maynard last year through two seasons of baseball and many games played on the field. I anticipate another year of no complaints worry free baseball.

The MBCC will provide proof of insurance for this league to the Town of Maynard, would promise to keep up the maintenance of the field, and will keep the area surrounding the field free of litter. In closing, I would like to thank the Board of Selectmen in advance for consideration in this matter, as applications to the respective leagues need to be filed soon. I

can be reached at home (978) 897-6363 or cell (978)430-6905 if you should need additional information regarding this request.

Thank You,

Mike Chambers - President MBCC

Becky Mosca

From: Maynard Litter League <maynardlitterleague@gmail.com>
Sent: Tuesday, March 04, 2014 7:52 AM
To: Kevin Sweet
Cc: Becky Mosca; Kelly Nadeau; Victoria Mangus
Subject: Crowe Park use - include litter pickup reqmt: BOS agenda & packet for Tuesday, March 4, 2014 at 7:00
Attachments: 3 4 2014.pdf; BOS Packet 3 4 2014.pdf

Hi Kevin,
Looking at tonight's BOS agenda, I see that item 6. Consent Agenda includes an item 'Request for Crowe Park, Little League, April thru August'.

On behalf of the Maynard Litter League, I would like to ask that this request only be granted if the Little League agrees to the stipulation that they will make sure that the teams that play there agree they are responsible for checking and picking up any plastic bottles, cans, or other litter in the area of the field and stands at the end of **each and every game**. Use of the fields should be considered a privilege and not a right and the town (and residents) have a right to expect that the players and fans leave the area looking as good (or better) than when they arrived.

Thank you for your consideration.

Carol Leary
Maynard Litter League

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

From: Kelli Costa <galleryseven@verizon.net>
Date: Fri, Feb 28, 2014 at 1:47 PM
Subject: BOS agenda & packet for Tuesday, March 4, 2014 at 7:00
To:

PUBLIC PARKING DECK HEARING: TUES., MARCH 4 AT 7:15 P.M. AT TOWN HALL.

Begin forwarded message:

From: Becky Mosca <BMosca@TownofMaynard.net>
Date: February 28, 2014 11:26:27 AM EST
Subject: RE: BOS agenda & packet for Tuesday, March 4, 2014 at 7:00

Please post,

BOS agenda for March 4, 2014 at 7:00 pm in room 201 Town Hall Maynard.

MEMORANDUM

TO: BOARD OF SELECTMEN
FROM: BILL CRANSHAW
SUBJECT: TAX BILL INSERTS
DATE: MARCH 11, 2014

At our last meeting the Board of Selectmen requested that the Town Administrator investigate logistical options and costs for including inserts with the quarterly real estate/water bill mailings. The Board could then consider including inserts from charitable organizations seeking donations.

I offer the following as some of the other types of informational inserts that might be inserted periodically.

- Information on the State's Senior Circuit Breaker tax credit. This provision can provide a tax refund of more than \$1,000 to eligible home owners and renters. Providing this information annually would help ensure that as many Maynard residents as possible benefit.
- Information on obtaining the water/sewer bill rate relief for eligible senior homeowners. Providing this information annually would be the most effective means of marketing the program and providing the intended financial relief.
- Water ban information. The state-mandated annual water ban is not well understood. Providing the information annually would help achieve better compliance.
- Abatement/exemption information. Notice of the deadline for Abatement Applications is typically included with the third quarter bills, but providing more detailed information about the available abatements and exemptions would benefit more taxpayers.

Becky Mosca

From: Kevin Caruso <kcaruso@maynard.k12.ma.us>
Sent: Wednesday, March 12, 2014 12:07 PM
To: Becky Mosca
Cc: Mike Chambers; Michael Chambers
Subject: Re: Crowe Park

Hi,

Right now, they are 4/2, 4/8, 5/1 all at 4:00pm.

However, due to possible rain cancellations I may need it more. Would it be possible just to get it for 4/2-6/1, 3:00-6:00pm?

Since we have shared the field with Mike the past two years, I do not anticipate interfering with his program.

Let me know your thoughts,

Thanks,

On Wed, Mar 12, 2014 at 11:50 AM, Becky Mosca <BMosca@townofmaynard.net> wrote:

Kevin,

Can you give me a schedule so we can have the dates and times on your permit?

Hope it works around Mike Chambers times and dates.

Becky

From: Kevin Caruso [mailto:kcaruso@maynard.k12.ma.us]
Sent: Wednesday, March 12, 2014 10:59 AM
To: Becky Mosca
Cc: Mike Chambers; Michael Chambers
Subject: Crowe Park

Hi Becky,

Will they be discussing the Crowe Park permit next week? If so, I would like to attend and also apply for a permit to use Crowe Park as needed. As of right now, there are a few games due to scheduling issues when we would need it.

Thanks,

--

Kevin Caruso, C.A.G.S

Athletic Director

Maynard High School

1 Tiger Drive

Maynard, MA 01754

Office: 978-897-6168, **Fax:** 978-897-6089

Email: kcaruso@maynard.k12.ma.us

--

Kevin Caruso, C.A.G.S

Athletic Director

Maynard High School

1 Tiger Drive

Maynard, MA 01754

Office: 978-897-6168, **Fax:** 978-897-6089

Email: kcaruso@maynard.k12.ma.us



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

SEASON PERMIT- Crowe Park (APRIL 2, THRU June 1ST, 2014)

This permit is issued to

**Maynard High School
Kevin Caruso**

For the following purpose:

MHS practices and games after school starting at 3:00 PM THRU 6:00 PM

Subject to the conditions as herein stated:

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

Board of Selectmen:



Date: March 18, 2014

Charles T. Shea
1 Lantern Lane

You are hereby appointed to the

Board of Registrars

Term expires June 30, 2017

FOR THE

TOWN OF MAYNARD

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

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

March 3, 2014

Honorable Board of Selectman
Town of Maynard
Bendon Chetwynd, Chairman
195 Main Street
Maynard, MA 01754

Dear Mr. Chairman,

Please accept this letter of interest and accompanying resume for consideration of appointment to the open position on the Board of Registrars for the Town of Maynard. I have spoken to Town Clerk, Michelle Sokolowski about the opening and have determined the demands of that position will not conflict with the time necessary in continuing to perform my Planning Board and CPC duties.

If you should have any questions, please feel free to contact me directly at (978) 897- 2693, and or schedule a time for me to meet with the full Board.

Thank you for your time and consideration.

Respectfully submitted,



Charles T. Shea

1 Lantern Lane
Maynard, MA 01754

CHARLES T. SHEA

1 Lantern Lane

Maynard, MA 01754

c.t.shea@comcast.net

Phone (978) 897-2693 cell (617) 901-0801

Residence **1 Lantern Lane, Maynard, MA 2010 - present**
32 Skyview Lane, Sudbury, MA 2008 – 2010
155 Chestnut Street, Weston, MA 1994 – 2008
16 Bank Street, Harwichport, MA 1973 – 1994

Education **SUFFOLK UNIVERSITY LAW SCHOOL, Boston, MA**
cum laude, J.D., May 2000

BOSTON COLLEGE, Chestnut Hill, MA
B.A., *summa cum laude*, History, May 1997

LICENSED REAL ESTATE BROKER
1975 - *present*

Business

Experience **NOW RETIRED, 2012**

IN HOUSE COUNSEL MANAGING ALL REAL ESTATE ASSETS
1995 – 2011. Duties include handling all real estate related issues concerning zoning, building, permitting, leasing and licensing for our Family business. The real property included substantial commercial and residential real estate holdings primarily in Cambridge, MA and on Cape Cod. For the most part the assets have now been liquidated.

SELF EMPLOYED REAL ESTATE CONSULTANT, 2000 - 2011.
Part time employment, advising various clients on all Real Property matters, representing clients in front of various Boards and Towns, as well as assisting with the application and permitting process.

SELF EMPLOYED MOTEL OWNER/OPERATOR, 1973 – 1994.
Owned and operated a seasonal hotel in Harwichport, MA. Self employed Real Estate Broker in the off-season.

**Community
Service**

MAYNARD PLANNING BOARD Rep. to CPC, 2013 to present

MAYNARD PLANNING BOARD, 2013 - present

HARWICH FINANCE COMMITTEE, 1991 - 1993

HARWICH PLANNING BOARD, Harwich, MA, 1982 – 1991

• *Chairman, Planning Board, 1985 – 1991.*

• Participated in the hiring, implementation and creation of a Town Planner position and Planning Department.

HARWICH CONSERVATION COMMISSION, 1976 – 1982

HARWICH BEACH COMMISSION, 1973 – 1975

From: Chuck Shea <c.t.shea@comcast.net>
Subject: **letter of interest for open position on Board of Registrars**
Date: March 3, 2014 10:52:04 AM EST
To: Becky Mosca <bmosca@townofmaynard.net>
▸ 2 Attachments, 85.6 KB



Good Morning Becky,

I am attaching a letter of interest to the Board of Selectman and updated resume reflecting my Planning Board and CPC duties in Maynard.

I would like to be considered for the board opening on the Board of Registrars. I had a brief conversation with the Town Clerk, Michelle Sokolowski and feel confident an appointment will not conflict with my duties or responsibilities to the Planning Board or CPC.

Please confirm receipt of the same and let me know the next steps.

Thank you,

Chuck Shea

[BOS letter of...ocx \(58.6 KB\)](#) [V.2.3.3:201...doc \(27.0 KB\)](#)

Becky Mosca

From: Chuck Shea <c.t.shea@comcast.net>
Sent: Monday, March 03, 2014 10:52 AM
To: Becky Mosca
Subject: letter of interest for open position on Board of Registrars
Attachments: BOS letter of interest Board of Registrars.docx; V.2 332014 Town Resume .doc

Good Morning Becky,

I am attaching a letter of interest to the Board of Selectman and updated resume reflecting my Planning Board and CPC duties in Maynard.

I would like to be considered for the board opening on the Board of Registrars. I had a brief conversation with the Town Clerk, Michelle Sokolowski and feel confident an appointment will not conflict with my duties or responsibilities to the Planning Board or CPC.

Please confirm receipt of the same and let me know the next steps.

Thank you,

Chuck Shea



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE-DAY SPECIAL PERMIT

This permit is issued to

WORLD TAI CHI DAY
JUDITH WELSH
978-897-3356

For the following purpose:

*A group of practitioners of Tai Chi would like to gather
to give demos to anyone who passes by*

Time: 2:00 PM – 4:00 PM

At Memorial Park at the corner of Summer and Nason Street.

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

Becky Mosca

From: Stephanie Duggan
Sent: Tuesday, March 11, 2014 8:35 AM
To: Becky Mosca
Subject: FW: World Tai Chi Day

I think this is up your alley since they are requesting the Park..
Stef

From: welshja@comcast.net [mailto:welshja@comcast.net]
Sent: Tuesday, March 11, 2014 8:11 AM
To: Stephanie Duggan
Cc: Judith Welsh
Subject: World Tai Chi Day



Good morning,

I don't know whether I have contacted the proper department or not. World Tai Chi Day is coming up in April. A group of practitioners of Tai Chi would like to gather to give demos to anyone who passes by. It would not be all day but only 2 PM to 4 PM on 25 April. Maynard has an ideal place to hold such an event – the open area at the corner of Summer and Nason. Tai Chi is classified as a defensive martial arts exercise to most people. In reality, it is a way of exercising which improves health and mental outlook. My instructor often talks about it as a moving meditation which is excellent for those who have trouble sitting in a meditation pose. Classes are conducted at Emerson Hospital, Acton, Lexington, and other towns around the area. I know of a group in Lexington who gathers to perform Tai Chi daily for their health and well being. In China and other Asian countries, it is practiced daily in gatherings in open spaces. Being a recent convert to Tai Chi, I would like others to enjoy the health and mental well being to be gained from performing the exercise.

If this is not the correct place to contact, please forward this to the proper department. Thank You.

Judith A Welsh

Control	Title	Department	Presenter
A	Town Report Acceptance	Board of Selectmen	
B	FY 15 Salary Admin Plan	Board of Selectmen	
C	Obsolete Equipment, Material	Board of Selectmen	
D	Authorize Revolving Funds	Board of Selectmen	
F	Town General Fund Budget FY 15	Board of Selectmen	
G	Finance Committee Reserve Fund	Finance Committee	
H	Sewer Enterprise Fund Budget Fiscal Year 2015	Board of Selectmen	
I	Water Enterprise Fund Budget Fiscal Year 2015	Board of Selectmen	
J	Certified Free Cash Appropriation	Board of Selectmen	
K	Sex Offender Residency By- Law	Board of Selectmen	
M	Optional Additional Exemption	Board of Assessors	
N	Community Preservation Fund Transfer	Board of Selectmen	
O	Community Preservation Fund Budget FY2015	CPC	
P	Amend By-Law Flood Plan District	Planning Board	
Q	Community Preservation Fund Reserve	CPC	
R	Sewer Retained Earnings Funds for infiltration/inflow studies \$85,000.00	DPW	
S	Water Enterprise Fees to the Water Enterprise Stabilization Fund	DPW	
T	Water and Sewer Retained Earnings of \$130,000.00 for installation of a Water and Sewer steel building	DPW	

U	Sewer Enterprise Fees to the Sewer Enterprise Stabilization Fund	DPW	
V	Water Retained Earnings sum of \$300,000.00 for engineering Rockland Ave	DPW	