



AGENDA
Maynard Board of Selectmen's Meeting
Wednesday, May 7, 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
 - April 15, 2014
5. Correspondence
 - Assessing Department report for Feb & March 2014
 - Fire Depart., monthly report April 2014
 - Town Clerk, monthly report April 2014
 - Police Depart. monthly report April 2014.
 - DPW, monthly report April 2014
 - Town Accountant report for March 2014
 - On-Call activity log for March and same April, engineer VHB, Wane Amico
 - Notice of meeting, MSBC, agenda 4/16/14
 - Notice of meeting, BOH, agenda 4/22/14
 - Notice of meeting, PB, agenda 4/22/30/14
 - Notice of meeting, CC, agenda 4/24/14 & 4/15/14
 - Notice of meeting, CPC, agenda, 5/7/14

- Notice of meeting, ZBA, agenda 5/12/14
- Thank you, from World Tai Chi Day, 4/25/14 at Memorial Park.
- Notice of resignation from CC, P. K. effective immediately.
- Board Openings as of May 2014
- Notice of meeting, Rec, agenda 5/1/14
- Letter from MASS DOT
- Notice of meeting, ConsCom, agenda 4/15/14
- Notice of filing, public hearing and procedural conference 4/8/14
- Notice of meeting, LRTA 4/28/14
- Notice of change, Xfinity, Changes to Multilatino Services
- Notice of meeting, Finance Com, agenda, 4/28/14, 5/7/14
- Notice of meeting, MSBC, agenda, 5/7/14
- Notice of meeting, MGC, agenda, 5/5/14
- Memo, Nighttime Illumination of American Flat at Memorial Park
- Memo, Water/Sewer Rate Relief, Senior Discount
- Memo on de minimums Water and Sewer billings
- Memo, Water use Restrictions
- Memo, Water Conservation
- Memo, FY2014 Updates, All Departments.

6. Consent Agenda

- 8 Euclid Ave. sewer abatement
- Maynard Community Gardeners, Plant Sale, Saturday, May 17, 2014

7. Junk Dealer's License request, Transfer license Picker's Pocket, Nason Street

8. Proclamation The American Cancer Fund for Children and Kids Cancer Connection

9. Annual Memorial Day Parade, New parade route, Monday, May 26, 2014

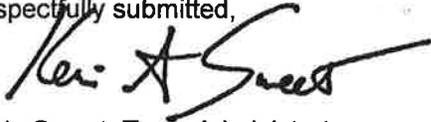
10. Kayla O'Mahony, MHS Senior Project Proposal, Accessible ICON.

11. Mark Grundstrom, Chairman Golf Course Re-Use Committee Presentation.

12. MayDog Dog Park License Agreement.

13. Approval: Motions, & Presenters, ATM & STM, May 19, 2014
14. Update Downtown Parking Deck.
15. Town Administrator Report
16. Chairman's Report
17. Old/New Business.
18. Executive Session.
19. Adjourn (9:30)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kevin Sweet", written over a horizontal line.

Kevin Sweet, Town Administrator

Next meeting date: May 20, 2014

THIS AGENDA IS SUBJECT TO CHANGE



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, April 15, 2014
Room 201, Town Hall
Time: 7:00 pm**

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

(This public meeting was recorded).

Pledge of Allegiance

Public Comments – none

Minutes of April 1, 2014

A motion was made by Selectman Capello to approve the minutes of March 4, 2014. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for April 15, 2014).

- Fire Department monthly report for March 2014
- DPW, monthly report for March 2014
- Town's Web site notices as of April 7, 2014
- Thank you email from resident, Jenn Mikkola
- Spring ArtWalk 2014 notice.
- Maynard Business Alliance Highlights and March meeting.
- Notice from ATA, Andrew Scribner-MacLean, new employee

- Notice from Cultural Council to save the date, May 13, 2014, event
- Notice, meeting MCC/MRC, April 10, 2014
- Notice, Meeting Planning Board, April 8, 2014
- Notice, meeting Finance Committee, April 14, 2014
- Assabet Valley Little League Parade, invitation to BOS, April 27, 2014
- Pleasant Café, incident report, non-issue, March 30, 2014, Police notified

A motion was made by Selectman Capello to approve the list of correspondences as shown. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Consent

- Special permit, request from Aimee Ledwell for 2nd Annual Farmer's Market Costume Parade, Saturday, June 28, 2014 at 9:00 AM

A motion was made by Selectman Capello to approve the consent agenda as shown. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Special Permit, (Relay for Life) add Purple Ribbons to Downtown Parking Meters, Patty Chambers spoke of the Relay for Life efforts, including lighting CTP clock face purple, the island will have purple lights and ribbons, businesses will add the color purple to store fronts.

A motion was made by Selectman Cranshaw to approve the special permit to add purple ribbons to the Downtown parking meters from May 1st thru May 30, 2014. Second by Selectman Capello. Vote 3-0 Motion approved.

Appointment, Ron Labbe requests to be added to Cultural Council, and he was present to speak with the members of the Board. His appointment is recommended by the committee.

A motion was made by Selectman Capello to approve and appoint Ron Labbe to the Cultural Council, term June 30, 2016. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Junk Dealer License, Collectors Paradise, 35 Nason Street, Owner Bernard Novitch. Spoke about his plans to open the new business. He has operated similar businesses elsewhere.

A motion was made by Selectman Capello to approve the Junk Dealer License for Collectors Paradise at 35 Nason Street, owner Bernard Novitch, term until May 1, 2015. Second by Selectman Cranshaw. Vote 3-0. Motion Approved.

Junk Dealer License, This & That Consignment, 15 Nason Street. Owner Anthony Aldrich spoke about his plans to open the new business. This will be his first time as the business owner.

A motion was made by Selectman Capello to approve the Junk Dealer License for This & That Consignment at 15 Nason Street, owner Anthony Aldrich term until May 1, 2015. Second by Selectman Cranshaw. Vote 3-0. Motion Approved.

Request water abatement John and Leontine Dunn, 8 Euclid Avenue.

Pam and John Dunn, attended meeting, they explained from there point that the water bill was caused by a broken hose. They requested abatement of the sewer portion of the bill since none of the leak ended up in the sewer system.

A motion was made by Selectman Cranshaw to abate \$225.11 from the sewer portion of Bill # 1413. Second by Selectman Capello. Vote 3-0. Motion approved.

Request water/sewer abatement, Joseph Elder, 8 Lindberg Street

The resident had an irrigation meter added several years ago, but DPW had no record of it. The issue was uncovered and a second outside reader added in June 2013. The property has a sprinkler system. The Board directed that the DPW review record of usage at other single-family properties with sprinkler systems and irrigation meters to provide guidance on typical usage.

Water/ Sewer Rate Setting (Toby Fedder, W & C).

Town Water and Sewer Budgets:

In setting rates, the primary goal is to match revenue to expenses, allowing for any desired adjustments or non-expense line items, which need to be raised through the utility rates. The FY2015 Water Enterprises budget includes overall water salary and expense data, as well as straight-funded line items for debt for FY2015.

The overall value of water and sewer sold in FY2014 was 5 to 15% higher than projected when the rates were calculated. This was likely due to the dry summer last year and heavy irrigation and outside water consumption, which pushed an increased percentage of water into higher rate tiers.

No rate change.

Update Water/Sewer regulation review

Chris Okafor, Operation Manager:

Draft and discussion with Board:

- Water Rules and Regulations
- Maynard Sewer Rules and Regulation
- Maynard Application for Water Service
- Maynard Drain Layer Application Form
- Maynard Driveway permit Application
- Department Fees.
- Maynard Application Review
- Maynard Inspectional Services

- Maynard Licensed Utility Layer Application 2014
- Maynard Street opening per 2014
- Maynard Trench permit
- Maynard Trench Safety Memo

Board had many questions for Chris Okafor and Kevin Sweet. All documents will be reviewed and cleaned up then to legal and back to Board for detailed discussion.

DPW Reorganization Discussion

All agreed without funding source this would be best to have season help for short term.

Cemetery work, scope of work, insurance, liability insurance bond, all concerns for contracts with the prevailing wages.

Can we share staff with region?

Approve final articles for warrant

A motion was made by Selectman Cranshaw to accept article #9 (CPC) of the Annual Town Meeting, May 19, 2014. Second by Selectman Capello. Vote 3-0. Motion approved.

A motion was made by Selectman Cranshaw to accept article # S-6 (CPC) of the Special Town Meeting, May 19, 2014. Second by Selectman Capello. Vote 3-0. Motion approved.

Review warrant; Note, correction on STM, articles, S-3, S-4, S-5, change signature page, change date to April 22, 2014.

All corrections will be amended and a new final warrant will sent out to Board to accept and approve.

Approval: ATM/STM Final Warrant Articles and Signature

A motion was made by Selectman Capello to approve the Annual Town Meeting Warrant, May 19, 2014 as amended. Second Selectman Cranshaw. Vote 3-0. Motion approved.

A motion was made by Selectman Capello to approve the Special Town Meeting Warrant, May 19, 2014 with a signature date of April 22, 2014, as amended. Second Selectman Gavin. Vote 3-0. Motion approved.

Update Downtown Parking Deck

TA, K. Sweet, dates of mobilization of contractor on April 17 & 18th and work to start on April 22, 2014 and clean by May 5, 2014. Full down time is 30 days. The next contractor to come in is Lazaro Paving.

Board asked that we notify the Downtown businesses of this work plan.

Town Administrator Report

TA, Kevin Sweet:

- Town Planner Position has closed out. We received 25 applications; we have a process in place and will work up to the reviews with Andrew and Dawn then on to you the Board.
- Health insurance update, BC/BS – PPO _ Q & A _ direct impact.
- Waltham Bridge, final work to being at the end of April, should be finished by end of June.
- NStar, Streetlights we are trying to get a commitment and time frame for work to begin.
- Meeting with Minuteman/CrossTown Connect.
- Email, M. Carr, \$300,000.00 redesign of the Acton Street intersection.
- Senator Eldridge work to keep pushing on the ARRT.

Old/New Business

We received a request for a One-Day Special permit at Coolidge Park.

A motion was made by Sel. Cranshaw to issue a One Day Special Permit to Sarah Donnelly, for Birthday Party at Coolidge Park, Sunday, May 4, 2014 from 10:30 am thru 1:00 pm. Second Selectman Capello. Vote 3-0. Motion approved.

Selectman Gavin

- I wish to Thank both Senator Eldridge and Representative Hogan for their efforts to pass the Transportation Bill that included funding for the study of the Acton St. / Concord St. intersection.as well as thank both of them for their efforts and support of the ARRT.
- Our next BOS May 6th meeting should be changed as the date is on the Election date. Board agreed and moved the meeting date to May 7, 2014.

Selectman Capello:

- Chief Stowers sent email about moving forward on a public safety building.
- We need to form a Fire Station Committee to keep working on this process.

Selectman Cranshaw

- Do we have a target for the Water & Sewer Regulations? TA. K. Sweet thinks, this will be back at the May 20, 2013 BOS meeting. He wants regulations in effect by July 1st.
- Do we have update on the McDonald sidewalk timing? No.
- Any update on the 40B for 129 Parker Street site. TA, K. Sweet. No news from State or Capital Property Group.
- Do we have an action plan if 40B application is approved? TA, K.Sweet not at this time.
- Regards to the Robo call last week for the Drop off/ Recycle Center on Winter St. and the requirements that no cash, only checks or money orders be accepted, it seems odd that the first reaction to the poor management practices that enabled the theft of trash sticker money was to transactions more difficult for residents. Why not first allow credit or debit cards? TA. K. Sweet, we are working on that process, to have

better customer service. Sel. Capello reports widespread support from residents for a check-only requirement for all transactions.

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

Time: 10:06 pm

Approved: _____

Date:

Selectman, David Gavin, Clerk

Initials: BJM

Assessing Department
February and March 2014
Submitted by Angela Marrama

Activity Report

- All abatements and exemptions have been processed and certificates mailed. We processed a total of 46 abatements with 27 being granted and 19 being denied. We processed a total of 206 exemptions.
- The process of reviewing all sales for verification is coming along. We processed approximately 360 sales for the calendar year 2013. I still have many deeds to review and qualify. This is a very important step and much time is spent on determining the type of sale that occurs.
- Created the fourth quarter file for billing purposes ensuring that fourth quarter bills were mailed on time. Once the bills are mailed the office receives many phone calls and has many visitors with a variety of issues and questions regarding the tax bill. Both Marianne, my assistant and I are busy working with the taxpayers to resolve any issues and answer questions.
- Form of List, 3ABC and Income and Expense forms were all mailed and are being returned for my review. All returns are reviewed and analyzed for valuation purposes. Forms of list are used to update the Personal Property valuation file for tax billing. We mail approximately 400 forms.

- The first motor vehicle commitment was mailed in February and the bills were due March 10th. That is our biggest commitment for the year and we receive many calls and receive many visitors regarding motor vehicle billing. So far this year we have processed approximately 100 motor vehicle abatements.

Comments

During the month of February I spend many hours reviewing, inspecting and qualifying Real Estate/Personal Property abatements and exemptions. This year we processed approximately 250 applications in total. That is the end of Fiscal Year 2014 and I now begin to prepare for the new Fiscal Year 2015. In March I begin preparing for the next fiscal year with updating the maps to reflect and changes in land and zoning. Updating the tables in our software for valuation to reflect the market changes based on the sales data that I have reviewed and analyzed. Preparing for two months of field work for both myself and Patriot Property as they will be assisting me in the inspection process. Reviewing all the form of list for Personal Property purposes is another very time consuming task that has to be done. With approximately 300 personal property accounts to review for valuation and validation it can take weeks to complete. The office continues to work late on Tuesday and have the half day on Friday and taxpayers seem to appreciate that late night.



MAYNARD FIRE DEPARTMENT

Fire Chief
Anthony Stowers

Monthly Report

APRIL 2014

FIRE RESPONSE ACTIVITIES

Number of requests for service from April 1, to April 30 was 121 resulting in over 250 responses and a total 685 additional activities or service requests for the month. The requests break down for the month break down as follows:

Basic life support ambulance	42	Other Activities Tracked
Advanced life support ambulance	18	685
Mutual aid ambulance	5	
Motor vehicle accident	0	
Pedestrian hit by motor vehicle	0	
Flammable gas leak	2	
Flammable liquid/Hazardous Material spill	0	
Building/Chimney Fire	1	
Carbon monoxide detector activation/Problem	2	
Other not specifically classified (car fire)		
Lock-out	7	
Mutual aid building fire/Automatic aid	0	
Good intent/assist police/investigation/Haz-Mat Investigation	2	
Well-being check/Medical Assist	7	
Rescue (trench Rescue)	0	
Smoke Investigation	1	
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	17	
Investigation of citizens complaint	0	
Arcing electrical/wires down/overheat	1	
Cooking Fire/barbeque fire/Brush/Vegetation	2	
Unintentional false/canceled/unauthorized burning/other	2	
Malicious False Alarm	2	
Water Problem	1	
Total	121	

TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 270 hours of on-shift and off shift training this month in a variety of topics such as driver/operator, Fire Safety Surveys, Leadership Development, Rescue Operations, RIT and hydrant 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

This month we activated another module in our Software program to track activities. In April we recorded almost 700 activities or requests from the public. This is a new part to the system and will take some time to get used to but we're off to a terrific start.

Work on the Fire Station kitchen continued and is almost complete.

We did some considerable work to improve our in-house training capability.

We are working with Facilities Manager Greg Leter on a plan to remove all remaining asbestos in the fire station. Work will start May 5th.

Our commercial Fire Safety Survey Program continued this month. 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.

Captain Latta completed "Effective Leadership Skills for Fire and EMS Agencies", at the National Fire Academy.

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

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

Respectfully Submitted,
Anthony Stowers

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

Activity Report

- **Dog License Renewal/Request forms are being processed as they arrive. 917 dogs have been licensed as of April 30th. Late fees are now in effect.**
- **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:**

**9 Business Certificates
21 Birth Certificates
14 Death Certificates
12 Marriage Certificates
6 Marriage Intentions**

**Two (2) Board & Committee members were sworn into office.
Officer Gregory Balzotti and Officer Brian Cushing were sworn as Police Sergeants.**



Maynard Police Department

Chief Mark W. Dubois

To: Board of Selectmen

Monthly Report – April 2014

On April 1st Officer Gregory Balzotti and Officer Brian Cushing were both promoted to the rank of Sergeant. Both new Sergeants bring a great deal of experience and professionalism to the Police Department Command Staff. Just like many organizations its success is dependent upon the quality and commitment of the Agencies Command Staff. I am very confident in the future success of both new Sergeants and look forward to their contributions to the Maynard Police Department and the community.

Training is a major contributor to a professional police department to improve skills, learn new skills, keep current on best practices, and update or refresh required certifications. In April I began tracking all of the extra hours devoted to training by all members of the police department. The total for April was 261 hours. The total amount is the result of Sergeant Balzotti and Sergeant Cushing attending a two week Sergeants Basic Training Course at the Boylston Police Academy. We had a trainer in the police station for eight hours to demonstrate various uses of our existing IMC software system which included; payroll, scheduling, evidence tracking, and various reports. Also, four officers attended an eight hour emergency vehicle operation course on Cape Cod provided by MIIA.

We are making progress with hiring civilian dispatchers. The collection of resumes has been completed. Select applicants were given a dispatcher skills exam and asked to complete a department application. A review of those candidates will be completed and several will be scheduled for interviews in early May. Our Communications Supervisor is working with a Fire Captain and Police Sergeant during the selection process and interviews.

Attached are the police department statistics for April 2014

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Dubois".

Mark Dubois

TOTAL CALLS FOR SERVICE	Aril 2014	April 2013	
TOTAL CALLS	1208	817	47.9%

CALLS FOR SERVICE	Aril 2014	April 2013	
911 Hang Up	3	2	50.0%
911 Abandoned	1	3	-66.7%
911 Accidental	5	4	25.0%
Alarm Fire/Smoke	5	2	150.0%
Alarm / Carbon Monoxide	0	1	-100.0%
Alarm - Medical	1	1	0.0%
Alarm, Hold-Up	2	0	0.0%
Alarm, Burglar	10	19	-47.4%
Animal Complaint	24	7	242.9%
Alcohol Offense	1	0	0.0%
Arrest / Fugitive	1	1	0.0%
Area check	161	74	117.6%
Assault	1	1	0.0%
Assist Citizen	16	15	6.7%
Assist Fire Dept.	6	4	50.0%
Assist Other Agency	3	11	-72.7%
Barking Dog	0	1	-100.0%
B & E (Past)	0	1	-100.0%
Bomb Scare	0	1	-100.0%
Prisoner Cell Checks	20	10	100.0%
Building Check	269	177	52.0%
Civil Dispute	2	4	-50.0%
Disturbance	12	10	20.0%
Disabled MV	8	0	0.0%
Domestic Disturbance	2	6	-66.7%
Drug Law Violation	0	1	-100.0%
Escort / Transport	3	2	50.0%
Environmental	2	3	-33.3%
Fire, Structure	0	1	-100.0%
Fire, Other	1	8	-87.5%
Field Interview	3	0	0.0%
Follow Up Investigation	8	0	0.0%
Field Check	0	1	-100.0%
Fraud	0	1	-100.0%
General Service	15	19	-21.1%
Harassing / Harassing Calls	2	3	-33.3%
Hazard	15	6	150.0%
Investigation	1	3	-66.7%
Juvenile Offenses	0	3	-100.0%
Larceny of a Motor Vehicle	1	0	0.0%
Larceny	5	5	0.0%
Loud Music	3	4	-25.0%
Medical Emergency	49	57	-14.0%
Missing Person	2	1	100.0%
M/V Accident w/ no injury	4	5	-20.0%
M/V Accident, w/Injury	0	2	-100.0%
M/V Acc.; Property Damage Only	1	0	0.0%
M/V Accident; Hit & Run	1	7	-85.7%
Motor Vehicle Stop	185	129	43.4%
Motor Vehicle Violation	8	12	-33.3%
Notification	3	4	-25.0%
Nuisance	1	5	-80.0%
Open door	6	1	500.0%
Serve Paperwork	8	6	33.3%
Parking Complaint	8	3	166.7%
Property Damage	1	0	0.0%
Found / Lost Property	4	5	-20.0%
Radar Enforcement	190	94	102.1%
Serve Restraining Order	6	0	0.0%
Sex Offenses	1	0	0.0%
Suicide / Threat	1	2	-50.0%
Serve Summons	2	0	0.0%
Suspicious Activity	27	30	-10.0%
Tagging	0	1	-100.0%
Threatening to Commit a Crime	1	3	-66.7%
Traffic Enforcement	63	1	6200.0%
Traffic Control	0	1	-100.0%
Traffic Hazard	0	1	-100.0%
Trespassing	2	3	-33.3%
Unwanted Party	2	1	100.0%
Vandalism	4	5	-20.0%
Serve Warrant	6	2	200.0%
Well Being Check	8	9	-11.1%
Wire Down	2	5	-60.0%



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: May 1, 2014

Re; Monthly Report – April 2014

Administration: Submitted by Christopher Okafor, Operations Manager

Some of the major issues worked on in the month of April 2014 include:

- Analysis of DPW - ongoing
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- WWTP O&M Contract processing
- WWTP First transition meeting (Veolia, W&S, DPW)
- Mocking bird Sewer Pump Station
- 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 - ongoing
- Water and Sewer Design and Construction Standards & Details –ongoing
- DPW Design and Construction Standards & Details - ongoing
- Discussions with Nstar Gas – Ongoing.
- Department FY15 budget - Ongoing
- Reviewing all DPW fees – ongoing
- Coordinating various Spring projects (State grants on Potholes repair project)
- Tree Works – various locations
- Manage personnel
- Misc.

Water and Sewer Division: Submitted by Tim Mullally, Foreman

- DEP monthly reports
- Daily sewer lift station checks and repairs as needed
- Daily final reads
- Daily Dig Safe mark outs
- Sullivan started well drilling began looking for new water source behind Well #4
- Service leak at 12 Old Marlboro Road
- Replaced curb stop box at 26 Crane Avenue
- We had sewer blocks at these locations: 1 Boeske Avenue, Waltham Street bridge, 11 Beacon Street, 58 Summer Hill Road, 10 South Street and American Legion on Summer Street

Highway Division: Submitted by Joe Foster, Foreman

- Our primary focus this month was Spring cleanup and street sweeping. We spent seventeen days sweeping and the entire town has been completed.
- Spent four days performing spring cleanup at the Cemetery
- Installed new crosswalk signs on Parker at Walnut
- One man to the WWTP to drive the tanker for two days
- Spent two days replacing street light bulbs downtown
- Treated roads during one winter event
- Cleaned all winter equipment of salt residue for two days
- Spent a day prepping, paving and opening trenches around town, continuing
- Saw Cut potholes on Parker Street
- Had five internments this month
- We assisted other departments as needed with manpower and equipment, assisted facility manager with bucket truck at the parking deck

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

- Co-Mag system operating well and we are total phosphorus compliant
- Shear pins replaced at #2 and #3 primary clarifier
- Consultants Woodard and Curran and vendor Priority Security completed coordinating alarms
- During April all three primary clarifiers taken down, cleaned and inspected
- Mag Starter on influent screen failed, vendor was on site. We operated the screen manually for two days, until parts could be acquired. Watjus Electric was called in to finish repair on the Gravity Thickener.
- We trucked 21 loads of sludge totally 171,000 gallons. The town tanker trucked 10 loads and Ratta trucked 11
- Cleaned both chlorine contact chambers of 20,000 gallons of sludge

- Weston and Sampson installed new Town owned secondary sludge pump
- Routine operations and maintenance performed
- Attended first transition meeting with Veolia
- Called in vendor, Weld Power, for an emergency site visit on the generator
- Reported quarterly toxicity samples

**Report for the Town Accountant's Office
For the Month of March 2014
Submitted by Michael Guzzo**

Activity Report

- **Continued to work on FY2015 Budget with Town Administrator both forecasted revenue and expenditures for general fund, enterprise funds, and CPA**
- **Updated Available funds as of February 2014**
- **Reconciled cash and receivables with the treasurer as of February 2014**
- **Distributed and updated CPA summary as of February 2014**
- **Updated Capital Projects balances and issues to department heads and Town Administrator**
- **Issued February YTD General Fund local receipts and local report**
- **Treasurer, Town Accountant, and Town Administrator met with owner of Softright to discuss various technical and reporting issues. It was a very productive meeting.**
- **Town accountant will submit to Softright support additional training request that we would like to have, including reporting writing capability. Future date to be determined.**
- **Developed summary report of all outstanding performance bond balances. This is included original balance and original date liability incurred. The report is presently being reviewed with the planning department to determine the status of the projects.**

- **Town Administrator and I met with Toby Fedder of Woodard and Curran about Indirect costs for Enterprise Funds transfers to General Fund and rate setting.**
- **Met with treasurer about shortfall in Health insurance – Town Share account. The projected FY2014 shortfall is \$103,000. The FY2014 budget was based on a 2.5% increase of the FY2012 budget instead of FY2013 budget for FY2013 actual balances.**
- **Updated snow and ice budget shortfall. It is approximately \$384,637**
- **Reviewed other potential budget shortfalls and potential budget savings**
- **Reviewed Perpetual Trust history for the period FY2009 to FY2013**
- **Issued February YTD expense summary by department**
- **Processed weekly invoice warrants**
- **Processed the biweekly Payroll warrants**
- **Updated the FY2015 estimated revenue for General Budget**

Maynard On-Call Contract 2013
Invoice Summary
Log of Activity by Date for Wayne Amico

Town Hall Attendance 3/19/14 - 8 hours

- Visited the parking garage to review installed protective screening on the underside of the Parking deck, and conditions of the parking area as a whole.
- Wrote detailed email to Kevin and Andrew describing the Town Engineer's recommendations and suggestions on opening the deck.
- Review PB requested amendment to Taylor Road with the Town Planner.
- Discussed Jim Fenton Site Plan approval with Eric Smith. PB requested that VHB provide a quote for construction inspection for the site construction.
- Reviewed Fowler Street Conservation Commission filing with Linda Hansen and drafted a memo for the DPW director explaining DPW position of the Fowler Street drainage system.
- Visited Mockingbird Pump station reconstruction and checked on status – discussed and agreed on water line service replacement with the Town Water Department.
- Coordinated with Electric Light for school zone replacement signs on Route 117.

Town Hall Attendance 3/25/14 - 10 hours

- Attended DPW staff meeting with Chris Okafor, Tim Mullaly, Joe Foster, Barbara Johnston, Marie Morando and Mark Votto
- Coordinated with Electric Light Company regarding installation of new School Zone signs on Route 117. Reviewed field conditions and recommended some tree trimming for sign visibility.
- Reviewed the existing roadway conditions for Vose Hill Road with Chris Okafor and discussed possible pavement remediation options.
- Met with Chris Okafor, Tim Mullally, Joe Foster, Marie Morando, Caroline Hampton and Annie Bastonni to discuss the Town's MS4 stormwater permitting required to be completed by 5/1/14.
- Reviewed the parking garage now that it has been open, after the installation of the underside protective netting. Instructed Highway Department to clean the top of the deck and sweep up loose debris, and place orange barrels in front of the stairs to protect pedestrian access.
- Visited the Mockingbird pump station reconstruction site. The contractor has severed the water feed line and Maynard Water Dept. is trying to locate the line so they can replace and install a new curb stop to the pump station.
- Reviewed conditions of Coolidge Park and recommended to Highway that the slide be covered for safety reasons until the slide is remedied for safety concerns by BSC.
- Discussed construction inspection services and fee with Eric Smith for Main Street site development project.
- Discussed recommended streets for paving in the 2014 season. DPW will wait for BETA to complete their street inventory and then decide which streets should be paved in the 2014 construction season.
- Coordinated with Tim Mullally to help W&C gain driller access through 129 Parker Street site to drill test well on town land behind the 129 Parkers Street parcel.

Town Hall Coordination 4/1/14 through 4/4/14- 1.5 hours

- Coordinated Coolidge Park remediation issues.
- Coordinated with Town for Inspection services on Taylor Road subdivision or Main Street redevelopment project.

Town Hall Attendance 4/9/14 - 8 hours

- Reviewed several field issues including:
 - Reviewed current status of Maynard Dog Park and reported to TA
 - Reviewed tree issue at 56B Old Marlborough Road
 - Reviewed current status of School Zone Sign installations and coordinated with contractor
 - Reviewed noise complaint at Mockingbird Lane and inquired with W&S as site supervisor to look into the noise issue.
 - Reviewed proposed walkway routing through Memorial Park once parking Deck is demolished. Suggested that the issue be revisited after the parking deck is demolished.
 - Reviewed Coolidge Park drainage problems
- Reviewed roadway layout plan for 0 Dana Road and section of Accepted Street vs. unaccepted street. Wrote a memo to Town Clerk's Office and Town Administrator
- Met with Kevin Sweet and Chris Okafor to review several active issues that need to be resolved.
- Reviewed several outstanding issues with Chris Okafor and Marie Morando.

Town Hall Coordination 4/7/14 through 4/11/14- 1.5 hours

- Coordinated Coolidge Park remediation issues.
- Coordinated with Town for Inspection services on Taylor Road subdivision or Main Street redevelopment project.



**TOWN of MAYNARD
SCHOOL BUILDING COMMITTEE**

Wednesday – April 16, 2014 @ 6:30 PM

Coolidge Building

AGENDA

- **Safety:**
 - Safety issues highlighted at the job site and in the schools

- **Finance:**
 - Review and approve project change orders
 - Review and approve project bills and invoices

- **Full Committee:**
 - Approve minutes from March meeting
 - Construction progress:
 - General building punch list progress

- **Open issues/New Business:**
 - Other School Department requests may be brought forward

Chairperson: Phil Berry

Posted by: Phil Berry

Posting Date: 2/24/2013

**Posted in accordance with the provisions of MGL 30A Section 18-25
The agenda may be subject to change**

AGENDA: Board of Health Meeting

*Tuesday – April 22, 2014 – 6:30pm
Municipal Services Conference Room of Town Hall (195 Main Street)*

- I. CALL TO ORDER**

- II. MINUTES/PERMITS REVIEW & APPROVAL**
 - a. March 25, 2013 Meeting Minutes
 - b. Food Permit – Residential Kitchen
 - c. Funeral Director Permit Renewal
 - d. Semi-Public Swimming Pool Permit Renewals
 - e. Tanning Salon Permit Renewals

- III. HEALTH AGENT REPORT**
 - a. Housing/Nuisance Complaints
 - b. Landfill Monitoring
 - c. Food Inspection Program
 - d. Region 4A/MRC
 - e. Miscellaneous – Rabies Clinic Re-cap

- IV. OLD BUSINESS**
 - a. Tobacco Control Hearing
 - b. Flu Clinics Reimbursement
 - c. Medical Marijuana
 - d. Miscellaneous

- V. NEW BUSINESS**
 - a. Mosquito Control
 - b. SHARPS at HHW Day
 - c. Misc

- VI. ADJOURNMENT –**

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON: RON CASSIDY
POSTED BY: KELLY PAWLUCZONEK

DATE: APRIL 17, 2014

Date Posted: April 17, 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: 101

Tuesday, April 22, 2014 7:00 p.m.

M T W T H F

Month	Date	Year	Time	AM/PM
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Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

1. 7:00 P.M. Public hearing: Mammoth Acquisition Company, 1300 Belmont Street, Brockton, MA, 02301 for a Special Permit to allow a new Shared Parking arrangement and to install a new sign for a new tenant, Advanced Auto, replacing the existing Peyton's Restaurant sign located at the Victory Plaza, 86 Powdermill Road, Maynard, Map 10, Parcel 97, in the Business Zoning District, pursuant Sections 6.1.3 and 6.2.11 of the Maynard Protection Zoning Bylaw
2. 7:05 P.M. Continuation of Public Hearing: Mammoth Acquisition Company, 1300 Belmont Street, Brockton, MA, 02301 for a Sign Special Permit to install an internally illuminated, free standing pylon, 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, pursuant Section 6.2.11 of the Maynard Protection Zoning Bylaw
3. 7:30 P.M. Review of Final Protective Zoning By-laws with Zoning Appendices and sign Memorandum.
4. Old/New Business
 - a. Proposal to continue to May 13, 2014: Modification to the Definitive Plan Subdivision entitled Taylor Road Subdivision, Definitive Subdivision Plan of Land in Maynard, Massachusetts.
 - b. Discussion of minutes and transcriptions for the Planning Board.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Bernard Cahill, Chairman

Posted by: DM

Date: April 17, 2014

Date Posted: April 17, 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

Wednesday, April 30, 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. 7:00 P.M. Continuation of Public Hearing: Mammoth Acquisition Company, 1300 Belmont Street, Brockton, MA, 02301 for a Sign Special Permit to install an internally illuminated, free standing pylon, 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, pursuant Section 6.2.11 of the Maynard Protection Zoning Bylaw
2. Modification to the Definitive Plan Subdivision entitled Taylor Road Subdivision, Definitive Subdivision Plan of Land in Maynard, Massachusetts.
3. 7:30 P.M. Review of Final Protective Zoning By-laws with Zoning Appendices and sign Memorandum.
4. Old/New Business
 - a. Discussion of minutes and transcriptions for the Planning Board.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Bernard Cahill, Chairman

Posted by: DM

Date: April 24, 2014

18 April 2014

TOWN OF MAYNARD

MEETING NOTICE

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

Maynard Cultural Council
Name of Board/Committee

Address of Meeting: Maynard Town Hall, 195 Main Street, Maynard, MA Room: Large Lower Level

THURSDAY April 24, 2014 7:00 PM

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

1. Approve minutes of 16 January, February 20, and March 20
2. Old Business Topics
3. Welcome to new member, Ron Labbe (King of 3D)
4. Correspondence from Grant Awardees, Fruitlands, will give out free passes if we provide contact info. See attached e-mail.
5. Maynard Family Association asked for description of MCC and its work for their April newsletter. Elizabeth sent edited version of pieces already written.
6. "foundation" (bricks & mortar) meeting on May 13th. What to do? Please be there if you can. Attached is the attachment Elizabeth sent out last Monday, April 14th.
7. A release party for the magazine of one of our grant awardees, the Marble Collection is on May 15th in Newton. Open invitation.
8. Status of the cultural district process since last meeting.
9. The empty storefronts on Nason Street & Pop Up Art events
10. Revisit idea of using our locally raised funds for banners, public art or landscaping and whatever else and their merits.
11. Discussion on attending grantee events
12. Adams Grant from Massachusetts Cultural Council for consultant to advise on marketing town based on arts & Town's grant for consultant to advise on economic development. Dialogue?
13. Possible volunteer collaboration of local landscape architects and local professional gardener

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Elizabeth Steiner Milligan
Posted by: Joyce Dwyer, Secretary
Date: 18 April 2014

TOWN OF MAYNARD
MEETING NOTICE

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

Maynard Community Preservation Committee
PUBLIC MEETING NOTICE

Maynard Town Hall, Room # 101 (lower level)
Wednesday, May 7, 2014 at 7:00 PM

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

CALL TO ORDER:

PUBLIC COMMENTS:

ADMINISTRATIVE BUSINESS:

- Review and approve minutes from 4/16/14 meeting.

CORRESPONDENCE:

- Mail received

BUSINESS:

- **Public Hearing**, Annual Meeting, 7:00 PM, as duly posted and advertised, to review CPC recommendations/appropriations for FY 2015 and providing General Information on the needs, possibilities and resources of the Town regarding community preservation.
- Guest Speaker, approx. 7:30 PM, Michael Guzzo, Town Accountant, general discussion on CPC finances, Q & A.
- Update on printing of Section I of CPC regulations.
- Further discussion of BOS, RFP for Affordable Veterans Housing feasibility Study.
- New/Old Business

Upcoming Meetings:

- Determine next regularly scheduled meeting.

THIS AGENDA IS SUBJECT TO CHANGE

Michael Chambers, CPC Chairman

Posted by: Charles T. Shea

TOWN OF MAYNARD

MEETING NOTICE

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

Maynard Zoning Board of Appeals

Name of Board/Committee

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

M T W T H F Monday, May 12, 2014 7:00 PM
Day of week
(Circle One)

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

- 1. Public Hearing will be held on the Petition of Peter Morrison, 54-56 McKinley Street, Maynard, Map 20-Parcel 117, for a Special Permit to extend a pre-existing non-conforming structure, pursuant to Maynard Zoning By-Laws, Section 5.1.5, to allow for the front setback to be reduced from 25 feet to 21.8 feet and for a lot coverage increase from 15.57% to 19.93%.
- 2. Discussion of next available Hearing date for the Board.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Paul Scheiner

Posted by: DM

Date: April 15, 2014

Becky Mosca

From: welshja@comcast.net
Sent: Monday, April 28, 2014 10:12 AM
To: Becky Mosca
Subject: Re: World Tai Chi Day

Good Morning Becky,

The celebration of World Tai Chi Day did occur despite the weather. It stopped raining in time for us to gather and do Tai Chi and Qigong in Memorial Park. Our banner was never put up because I got out of an all day meeting too late to put it up. The group learned a lot from our first effort to celebrate this day locally. Please thank the selectmen for permitting us to gather 26 April in Memorial Park. We are looking forward to next year and hope the town is amenable to allowing us to gather again on 25 April 2015 the third Saturday of the month.

Judith A Welsh

Scanned + emailed 4/28/14

Peter Keenan
263 Great Road
Maynard, MA 01754
Tel. 978-897-8027
peter.keenan1@verizon.net



April 26, 2014

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

Subject: Resignation from Conservation Commission

Dear Selectmen:

Please accept my resignation from the Maynard Conservation Commission, effective immediately. I ask the Selectmen to appoint an appropriate replacement as soon as possible to complement the current Commission and assure continuity.

In June 2013, the Selectmen appointed me to a third consecutive term to end in June 2016. However, I have since been considering voluntarily leaving at the end of the first or second year of this term, feeling that it was time for a change both on the Commission and for myself. Recent personal events prompt me to act now.

I have been actively involved in municipal conservation activities for many years, first on the Maynard Commission for six years in the 1990s, and then as conservation administrator in other towns for ten years before returning as a member of the Maynard Commission in 2007.

Working with the current Commission members and staff is both a pleasure and a source of satisfaction for me. Each of us brings his or her own special talent and experience to bear on the issues before us and all are dedicated to the well-being of Maynard and its natural resources. We work well together. Among my contributions have been the drafting and editing of proposed bylaws (stormwater, non-criminal disposition, consultant fee accounts) and other official documents (such as Orders of Conditions), the critique of plans submitted for wetlands permits, the identification and certification of vernal pools, and trail work.

Sincerely,

Handwritten signature of Peter Keenan in blue ink.

Peter Keenan

BOARD OPENINGS

May 2014

Following is a list of Board openings as of May 2014

American Disability Act – 5 opening

Affordable Housing Trust – 5 openings

Cable Television Committee – 4 openings

Capital Planning Committee – 2 openings

Conservation Commission – 1 opening

Council on Aging - 6 openings

Cultural Council – 2 openings

Those interested in being considered for appointment can send a letter of interest and resume' to the Office of the Selectmen, 195 Main St. Maynard.

Selectmen's Office
195 Main St.
Maynard, MA. 01754
978-897-1301

Email: ksweet@townofmaynard.net
bmosca@townofmaynard.net



AGENDA
Maynard Recreation Commission Meeting
Thursday, May 1, 2014
Town Hall – Room 202
Time: 7:00pm

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

1. Call to Order
2. Public Comment
3. Old Business
 - a. Review and approve Meeting Minutes from March
 - b. Rockland CPA turf project update
4. New Business
5. BGCAV
 - a. Program updates
 - b. Enrollment reports
6. Finance Report
 - a. Outstanding invoices
7. Announcements
8. Adjourn

Submitted to Town Clerk April 29, 2014



Deval L. Patrick, Governor
Richard A. Davey, Secretary & CEO

massDOT
Massachusetts Department of Transportation

April 9, 2014

Mr. Brendon Chetwynd, Chair
Town of Maynard
195 Main Street
Maynard, MA 01754



Dear Mr. Chetwynd:

Given the extraordinary winter season the Commonwealth faced this past year and the serious toll it took on our roads, we are pleased to announce a "Winter Rapid Recovery Road" program designed to benefit all 351 cities and town across the Commonwealth. Governor Patrick has approved \$40 million for a statewide program. We are designating \$30 million of that as direct aid, as apportioned via the Chapter 90 formula, for cities and towns and \$10 million for improvements to state roads.

MassDOT is issuing a one-time contract allowing the **Town of Maynard** the draw down of **\$37,519** for the reimbursement of specific purpose road and road facility repairs resulting from this harsh winter. Eligible projects include (a) patching of potholes, cracking and other surface defects, including paving projects, (b) repair and or replacement of signage, guardrail, storm grates, or road striping or painting, or (c) projects identified through written agreement between the MassDOT Highway Division District Office and the **Town of Maynard**.

The contract requires obligation of funds for specific projects no later than June 30, 2014 with the expectation that the projects and all related expenditures are completed by September 30, 2014. There will be no exceptions to the "use it or lose it" provisions of this agreement. The intent of the program is to help cities and towns make immediate and necessary repairs to your roadway network during this construction season.

Should you have any questions, please call Paul Jay at (857) 368-9150 or Maria Conti at (857) 368-9144

Richard A Davey
Secretary and Chief Executive Officer

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot

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, April 15, 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 03/18/2014 and 04/01/2014.

PUBLIC HEARING:

- Notice of Intent (two filings, both at 7:00, continued from April 1st)
DEP file numbers 213-0255 and 213-0256
Fowler Street, Lots 1 & 2
Orchard Valley Construction
Construction of two single family houses within a five lot subdivision. Applicant requested to continue the hearing until May 6th.

WETLANDS/STORMWATER ISSUES:

- Fowler Street Extension Stormwater Management bylaw application (expect to be discussed in conjunction with the NOI hearing)
- Taylor Road Order of Conditions: review town conditions (DEP file number 213-0257)
- Proposed restoration plan for enforcement action at 5 Walcott Street
- Amendment to OOC: Paving project at 5 ½ Pleasant Street completed (DEP file number 213-0251)

LAND MANAGEMENT:

- Schedule a second round of invasive plant removal at Walcott Woods
- Rail removal is progressing, agent concerned about flooding near Concord Road intersection.

BUSINESS:

- Update on Draft Stormwater Management Bylaw regulations

Mail of note:

- Memo from DPW regarding stormwater management at Fowler Street Extension project
- Sustainable Water Management Initiative Grant scope of service

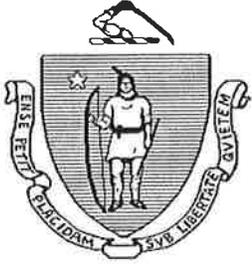
Upcoming Meetings:

- Next Conservation Commission meeting, **May 6, 2014.**
- DEP Wetland Revisions Workshop, **April 16th, 1-3**, Worcester, DEP Central Regional Office
- MSMCP Brown Bag, Vernal Pool, **April 23rd, 10-12**, Johnson Woods, Norton
- Wild and Scenic film festival, **April 30, 7-10**, Fine Arts Theater, Maynard

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES

NOTICE OF FILING, PUBLIC HEARING AND PROCEDURAL CONFERENCE

D.P.U. 14-64

April 8, 2014

Petition for approval of a gas service agreement between NSTAR Gas Company and Hopkinton LNG Corp., pursuant to G.L. c. 164, § 94A and § 94B.

On March 25, 2014, NSTAR Gas Company ("NSTAR Gas" or "Company") filed a petition with the Department of Public Utilities ("Department") for approval of a gas service agreement ("GSA") between the Company and Hopkinton LNG Corp. ("HOPCO"). The Department docketed this matter as D.P.U. 14-64.

NSTAR Gas is a local gas distribution company and a wholly owned subsidiary of Northeast Utilities. NSTAR Gas purchases, distributes and sells natural gas to approximately 300,000 retail customers in 51 communities in central and eastern Massachusetts. HOPCO, which also is a wholly owned subsidiary of Northeast Utilities, owns liquefied natural gas ("LNG") facilities located in the towns of Hopkinton and Acushnet, Massachusetts (together, the "HOPCO facilities"). The HOPCO facilities currently supply natural gas to NSTAR Gas for use in serving the Company's customers.

According to NSTAR Gas's filing, the proposed GSA will replace an existing agreement between the Company and HOPCO that was put in place over 30 years ago. The proposed GSA will allow the Company to continue to purchase LNG services from HOPCO, including storage, vaporization and liquefaction services from the Hopkinton facility and storage and vaporization services from the Acushnet facility. NSTAR Gas states that there is no resource that would be reasonably available or cost-effective to replace the services provided by the HOPCO facilities.

Further, NSTAR Gas states that the HOPCO facilities require substantial refurbishments and capital upgrades due to their age. The Company estimates that these upgrades will cost approximately \$200 million over the next several years. According to the Company, the GSA establishes a pricing structure that is designed to allow HOPCO to recover (i) operational and maintenance costs associated with the HOPCO facilities, and (ii) costs associated with the

In addition to the above filing requirement, one (1) copy of all materials filed with the Department should be sent to Marc J. Tassone, Hearing Officer, Department of Public Utilities, One South Station, 5th Floor, Boston, MA 02110; one (1) copy of these documents should be sent to the Company's counsel, Cheryl M. Kimball, Esq., Keegan Werlin LLP, 265 Franklin Street, Boston, MA 02110; and one (1) copy of these documents should be sent to Joseph W. Rogers, Assistant Attorney General, Office of Ratepayer Advocacy, One Ashburton Place, Boston, MA 02108.

Further, in addition to paper filings with the Department, all documents should 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 and the Hearing Officer, Marc.Tassone@state.ma.us; or (2) on CD-ROM. The text of the e-mail or CD-ROM must specify: (1) the docket number of the proceeding (D.P.U. 14-64); (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>.

A copy of NSTAR Gas's petition is available for inspection Monday through Friday, between the hours of 9:00 a.m. and 5:00 p.m. at the Department's offices at One South Station, 5th Floor, Boston, Massachusetts, and through the Department's website, <http://www.mass.gov/dpu>, by accessing the File Room link. Any person desiring further information regarding the Company's filing should contact the Company's counsel, Cheryl M. Kimball, Esq. at (617) 951-1400.

A copy of the Attorney General's notice of retention of experts and consultants is available for inspection at the location above and during regular business hours at the Attorney General's offices, One Ashburton Place, Boston, MA 02110. The Attorney General's notice of retention of experts and consultants also is available on the Department's website, <http://www.mass.gov/dpu>. Any person desiring further information regarding the Attorney General's notice of retention of experts and consultants should contact Joseph W. Rogers, Assistant Attorney General, at (617) 727-2200.

Any person desiring further information regarding this notice should contact Marc J. Tassone, Hearing Officer, Department of Public Utilities, at (617) 305-3500.



James H. Scanlan
Administrator

145 Thorndike Street • Lowell, MA 01852
978-459-0164 • Fax: 978-458-9673

MEMO TO: Members of the Lowell Regional Transit Authority Advisory Board
FROM: Laura Mitchell, Clerk
DATE: April 18, 2014
SUBJECT: Meeting Notice

MONDAY

April 28, 2014

A Finance and Audit Subcommittee meeting of the Lowell Regional Transit Authority Advisory Board will be held on **Monday, April 28, 2014 at 1:30 p.m.** at the Lowell Regional Transit Authority Administrative office, 145 Thorndike Street, Lowell, MA for the purposes of discussing the FY15 Budget.

MEMO TO: Members of the Lowell Regional Transit Authority Advisory Board
FROM: Laura Mitchell, Clerk
DATE: April 18, 2014
SUBJECT: Meeting Notice

WEDNESDAY**April 30, 2014**

The regular meeting of the Lowell Regional Transit Authority Advisory Board will be held on **Wednesday, April 30, 2014 at 6:00 p.m.** at the Lowell Regional Transit Authority Board Room at 100 Hale Street, Lowell, MA.

AGENDA

- I** Roll Call
- II** Acceptance of Minutes for meeting held on February 27, 2014.
- III** Administrator's Report
- IV** Finance Director's Monthly Report
- V** Facility Director's Monthly Report
- VI** New Business / Motions
 - LRTA FY15 Budget Discussion and Vote
 - OPEB Discussion and Vote
- VII** General Communications / LRTA News / LRTA Ads / General Transit News
- VIII** Warrant
- IX** Adjournment



April 17, 2014

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



Re: Changes to MultiLatino Services

Dear Chairman and Members of the Board:

As part of our ongoing effort to keep you up to date on our service offering, I'm writing to inform you of upcoming changes to our MultiLatino services starting on May 20, 2014. The changes include a rebranding of our MultiLatino service to Latino.

On May 20, 2014, the following MultiLatino services will change as noted:

- MultiLatino Max XF Double Play will be renamed XFINITY 2450 Latino. Due to increased business costs the SurePrice will change to \$109.99 for customers subscribing to a 12 month promotional offer with SurePrice on or after May 20, 2014.
- MultiLatino Max Paquette Triple Play will be renamed XFINITY 3450 Latino. Due to increased business costs the SurePrice will change to \$134.99 for customers subscribing to a 12 month promotional offer with SurePrice on or after May 20, 2014.
- MultiLatino will be renamed Latino.
- MultiLatino Plus will be renamed XFINITY TV 150 Latino.
- MultiLatino Extra will be renamed XFINITY TV 200 Latino.
- MultiLatino Max will be renamed XFINITY TV 450 Latino.

The following MultiLatino packages will no longer be available for new subscriptions effective May 20, 2014. Customers who currently subscribe to these packages will continue to receive the package until they make a change to their account or they receive further notice from Comcast.

- MultiLatino Ultra, MultiLatino Ultra XF Double Play, MultiLatino Plus Bundle XF, MultiLatino Extra Bundle XF, MultiLatino Ultra Paquette Triple Play, MultiLatino Ultra HD Paquette Triple Play, MultiLatino Ultra HD Plus Paquette Triple Play and MultiLatino Total HD Paquette Triple Play.

In addition, the following channels will be added to MultiLatino Max/XFINITY TV 450 Latino on May 20, 2014:

- ABC Family/ABC Family HD; BBC America/BBC America HD; Bravo/Bravo HD; CNBC/CNBC HD; CNN Headline News/CNN Headline News HD; Comcast SportsNet NE/Comcast SportsNet NE HD; ESPN/ESPN HD; ESPN2/ESPN2 HD; Esquire/Esquire HD; Fox Business Network/Fox Business Network HD; Fox Sports 1/Fox Sports 1 HD; FX/ FX HD; FXX /FXX HD; Golf/Golf HD; GSN; HGTV/HGTV HD; Home Shopping 2; INSP; LMN/LMN HD; MoviePlex; MSNBC /MSNBC HD; MTV/MTV HD; NBC Sports/NBC Sports HD; NESN/NESN HD; Nickelodeon/Nickelodeon HD; OWN; Palladia; Spike TV/Spike TV HD; PBS Kids Sprout; SYFY/SYFY HD; TBS/TBS HD; Turner Classic Movies/Turner Classic Movies HD; Word Network; TLC/TLC HD; TNT/TNT HD; Travel Channel/Travel Channel HD; TV One/TV One HD; University HD; Velocity HD; VH1/VH1 HD; WeTV/WeTV HD.

The Gowrie Risk Report

For Cities and Towns Across New England



MA Spring 2014

- Client seminars
- VFIS celebrates 45 years
- Gowrie Claims Services
- Contact info

Gowrie Seminar Series Aids Municipal Leaders

A full room of 40 officials from 21 Massachusetts municipalities attended this recent seminar in Mansfield. The topic, 111F Best Practices, covered handling of firefighter and police claims for injuries-on-duty under MGL c. 41 §§ 100 & 111F.

Roy McNamee, of Gowrie Claims Services, and attorneys from Clifford & Kenny discussed the statute, related case law, and model best practices that a city, town or district can use to help them better evaluate and manage these often challenging claims.

In addition to delivering well designed, capably serviced insurance programs, Gowrie Group works hard to contribute more. We go above and beyond by providing unique help to cities and towns in the form of topical seminars and extraordinary advice.

VFIS Celebrates 45 Years

VFIS has a long and remarkable tradition of serving cities and towns. Gowrie Group, as the Regional Director managing the VFIS insurance programs in New England, is pleased to recognize this unique and important milestone.

To serve cities and towns well, an insurance program needs to have municipal expertise *and* a long history of financial stability.

This is because the risks and insurance coverages for municipalities are very different from those normally encountered by insurers and the consequences of an insurance failure are higher.

VFIS was founded in 1969, currently serves more than 15,000 communities nationwide, and the insurers in its portfolio are all rated A or higher by A.M. Best.

Gowrie's menu for municipalities:

- Property & casualty insurance
- Workers' compensation insurance
- Fire & police IOD claims administration
- Fire & police IOD insurance
- Loss prevention & training

Date Posted: _____

TOWN OF MAYNARD

MEETING NOTICE

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

Finance Committee

Name of Board/Committee

Address of Meeting: _____ Town Hall _____ Room: 201

Monday Apr 28 2014 7:00 PM
Day of week Month Date Year Time Circle One
(Circle One)

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

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

2. Old Business Topics: _____

3. New Business Topics: _____

Review FinCom recommendation on budget
Review articles to date for town meeting
Review FY15 Budget issues as they arise

4. Other: _____

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Peter Campbell

Posted by: _____

Date: _____

Date Posted: _____

TOWN OF MAYNARD

MEETING NOTICE

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

Finance Committee

Name of Board/Committee

Address of Meeting: _____ Town Hall _____ Room: 201

Monday _____ May _____ 5 _____ 2014 _____ 7:00 _____ PM _____
Day of week _____ Month _____ Date _____ Year _____ Time _____ Circle One
(Circle One)

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

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

2. Old Business Topics: _____

3. New Business Topics: _____

Review FinCom recommendation on budget
Review articles to date for town meeting
Review FY15 Budget issues as they arise

4. Other: _____

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Peter Campbell

Posted by: _____

Date: _____



**TOWN of MAYNARD
SCHOOL BUILDING COMMITTEE**

Wednesday – May 7, 2014 @ 6:30 PM

Coolidge Building

AGENDA

- **Safety:**
 - Safety issues highlighted at the job site and in the schools
- **Finance:**
 - Review and approve project change orders
 - Review and approve project bills and invoices
- **Full Committee:**
 - Approve minutes from March and April meeting
 - Construction progress:
 - General building punch list progress
- **Open issues/New Business:**
 - Other School Department requests may be brought forward

Chairperson: Phil Berry

Posted by: Phil Berry

Posting Date: 2/24/2013

**Posted in accordance with the provisions of MGL 30A Section 18-25
The agenda may be subject to change**



MAYNARD GOLF COURSE RE-USE COMMITTEE

Monday, May 5th, 2014 @ 7:00 PM

Town Hall
Lower Level
Mtg. # 24-2

- **Committee:**
 - Open meeting, verify quorum
 - Approve minutes from March 3rd, 2014 meeting

- **Full Committee:**
 - Open Comments from Public
 - Review Recent Updates (if any)
 - Review Final Draft

- **Open issues/New Business:**
 - Open Comments from Public
 - Committee Round Table
 - Outline & Draft presentation to BOS on Wednesday May 7th

Chairperson: Mark Grundstrom Posted by: Mark Grundstrom Posting date: April 30th, 2014

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

This agenda is subject to change.

Becky Mosca

From: Carroll, Charles (DOS) <charles.carroll@state.ma.us>
Sent: Friday, April 18, 2014 9:34 AM
To: Becky Mosca
Cc: Novotny, Andrew (DOS)
Subject: Sealer of Weights and Measures

Dear Ms. Mosca; according to our records Maynard has not to date appointed a Sealer of Weights and Measures. Based on that fact the Division has determined that the Town does not have an adequate weights and measures and measures program as required by law. Therefore, unless notified otherwise, the Division will assume the duties of sealer as of May 1, 2014 and bill the town for the services. If you would like to discuss this matter, please contact me. My direct line is : 617-933-1131.

Charles H. Carroll
Director
Division of Standards
One Ashburton Place, Room 1115
Boston, MA 02108
Tel No. 617/933-1131

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Nighttime Illumination of American Flag at Memorial Park

I attended Candidates Night at the new high school and when leaving I noticed the nighttime lighting of the American flag in front of the school. This reminded me that we do not illuminate the flag at Memorial Park at night.

Since work needs to be done on the lighting in the Naylor Court parking lot now that the parking deck has been removed it seems like an opportune time to do flag lighting at Memorial Park similar to that done at the high school. I also understand there are standard pole-mounted solar-powered systems that might be appropriate.

Memorial Day is approaching and I hope we can do something in a timely manner.

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Water/Sewer Issues

As a follow on to our discussions of water/sewer issues at the April 15th Board of Selectmen meeting I offer the attached comments/ideas/suggestions. The four topics are as follows:

1. Rate Relief, Senior Discount
2. *de minimus* billings
3. Water Use Restrictions
4. Water Conservation

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Water/Sewer Rate Relief, Senior Discount

The Board implemented a water/sewer rate relief policy roughly 7 or 8 years ago. Certain persons, including homeowners age 70¹ or older, are eligible. For those eligible, there is no charge for the first 500 cubic feet of water and sewer usage with each quarterly bill. The policy currently saves \$264.80 annually for those eligible.

When the water/sewer rate relief policy was initiated, it was done so in a fiscally conservative manner, by setting the eligibility age to 70 years, since we were then just starting the water and sewer enterprise funds and didn't have a full understanding of the financial impacts. The enterprise funds are now well established and the town's consultant who conducted the recent rate analysis indicated that the fiscal impacts of the rate relief policy are negligible.

Although the financial impacts of the policy on the enterprise budgets are slight, the monetary savings are meaningful to many of the town's seniors. **I suggest that we change the eligibility criteria for the water/sewer rate relief policy to age 65 for homeowners.**

This policy change is consistent with our desire to help seniors stay in their homes, is consistent with the towns Community Development Principles regarding maintaining a diverse community, and is simply a good thing to do.

¹ The age limit might be 75. It is surprisingly difficult for someone to get information on the policy.

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Policy on *de minimus* Water and Sewer Billings

Sending out bills such as the one below conflicts with our principles of customer service, fiscal responsibility, and common sense.

The DPW staff can easily identify such bills as part of the routine review of outlier invoices done prior to the final billing commitment, but they have no authorized means of canceling such bills. We should provide them with the ability to do so. I suggest this be done by a blanket abatement policy from the Board, such as the one below:

Policy on *de minimus* Water and Sewer Bills

Effective _____, all water/sewer bills with Total Current Charges of less than \$10.00 are automatically abated in the full amount of the Total Current Charges.

TOWN OF MAYNARD - WATER/SEWER BILL INTEREST WILL ACCRUE AT 14% ANNUALLY IF NOT PAID IN FULL BY THE DUE DATE.

Service Location				Parcel Identifier	Account #	Bill #	Billing Date	Due Date
[REDACTED]				[REDACTED]	[REDACTED]	[REDACTED]	03/30/2012	05/01/2012
Meter Readings				Usage Summary		Charge Summary		
Meter	Date	Type	Read	Rate	Total Usage	Sewer		
001	02/27/2012	Actual	17,885	Sewer	505	Water	\$0.44	
001	11/28/2011	Actual	17,380	Water	505		\$0.28	
				RATE RELIEF SENIOR DISCOUNT APPLIED				
Rate Information								
Quarterly In-Town Rates				Quarterly Out-of-Town Rates				
Water / Sewer Rate Information Water usage from 0-500 cubic feet is billed at minimum rate of \$4.36 per hundred cubic feet Water usage from 501-1,000 cubic feet is billed at \$5.62 per hundred cubic feet Water usage from 1,001-2,500 cubic feet is billed at \$6.03 per hundred cubic feet Water usage over 2,500 cubic feet is billed at \$6.88 per hundred cubic feet Sewer rate is \$8.88 per hundred cubic feet. Minimum Water Bill is \$21.80 and Minimum Sewer Bill is \$44.40				Water / Sewer Rate Information Water usage from 0-500 cubic feet is billed at minimum rate of \$6.10 per hundred cubic feet Water usage from 501-1,000 cubic feet is billed at \$7.86 per hundred cubic feet Water usage from 1,001-2,500 cubic feet is billed at \$8.45 per hundred cubic feet Water usage over 2,500 cubic feet is billed at \$9.69 per hundred cubic feet Sewer rate is \$12.36 per hundred cubic feet. Minimum Water Bill is \$30.50 and Minimum Sewer Bill is \$61.80				
						Total Current Charges	\$0.72	
						Past Due	\$0.00	
						Penalty	\$0.00	
						Total Due	\$0.72	
Taxpayer Message								
PLEASE NOTE Issue Date: 03/30/2012 Due Date: 05/01/2012								
Make this the last bill you get in the mail Sign up for Paperless Billing Today WWW.TOWNOFMAYNARD-MA.GOV								

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Water Use Restrictions

It's springtime and it's been raining for days. That must mean time for our mandatory water use restrictions to be in effect. I hope that this year we can communicate more clearly a couple of issues related to that ban. First, that the water use restrictions are mandated by the State and they are in effect every year. Second, that certain watering uses during the day are allowed by the State permit.

Taking a cue from notices by some other towns with similar permit requirements, I suggest something like the following notice.

Town of Maynard
Outdoor Water Use Restriction
May 1st to October 1st

Odd/Even watering restrictions are in effect. Outdoor water usage is permitted for water users with odd numbered addresses on odd-numbered days and water users with even numbered addresses on even numbered days.

Further, the Town of Maynard is required by the Massachusetts Department of Environmental Protection's Water Management Act legislation to restrict daytime water use for nonessential purposes. This mandate is in effect for Maynard every year from May 1st to October 1st.

- Irrigation of lawns via sprinklers or automatic irrigation systems is allowed only at night, between the hours of 9:00 pm and 5:00 am
- Washing of vehicles other than by means of a commercial car wash is not allowed, except as necessary for operator safety
- Washing of exterior building surfaces, parking lots, driveways or sidewalks is not allowed, except as necessary to apply paint, preservatives, stucco, pavement or cement.

The following examples of acceptable water uses are allowed in Maynard by the MassDEP at any time during the day (subject to Maynard's odd/even restrictions)

- irrigation of lawns, gardens, flowers, and ornamental plants via hand held hoses only
- irrigation to establish a new lawn during the months of May and September

April 30, 2014

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Water Conservation

I believe that the town government can do better in managing the use of water in town buildings and for outdoor irrigation. Water conservation is an example of stewardship of our natural resources. Water conservation would reduce Water Enterprise Fund expenses and those savings could be invested in infrastructure improvements. Water conservation among town properties would also help ensure that there is sufficient water supply to support new business development. All these benefits directly support various elements of Maynard's Community Development Principles.

I suggest that we initially establish a goal of a 5% reduction in water use among all town buildings, lawns, and fields. The base year could be last year or, preferably, an average of the past 3 or 5 years. Hopefully we can do better than a 5% reduction, but I am confident that just the act of monitoring progress towards even a modest goal will have great benefits in educating ourselves in how we use our water resources and the ratepayers money.



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: All Departments
From: Kevin Sweet, Town Administrator
Date: May 1, 2014
Re: **FY 2014 Updates**

The time of year is upon us when we must cease all expenditures other than those required to continue present service levels. I would ask each department to only make purchases which are absolutely necessary to the function of your position or department. Overtime, supply purchases, fuel use or any other means or devices to expend municipal funds which may be forestalled should be considered part of this directive.

Everyone's cooperation in this endeavor is critical. These measures are necessary to fund pay increases, rising operational costs and unexpected liabilities as we slide towards the end of the fiscal year. This practice will allow us to keep our budget balanced in order to end the year in a positive position. Keep in mind that every year we end with a surplus, this goes toward stabilizing the Town's financial position.

On another note, keeping with past practice there will be no vacation carryover allowed. All staff should plan for vacation use accordingly. Collective bargaining agreements relevant to vacation carryover shall be followed. Extenuating circumstances will be reviewed on a case by case situation.

Thank you in advance for your cooperation, If you have any questions please do not hesitate to contact me.

Kevin A. Sweet
Town Administrator



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE-DAY SPECIAL PERMIT

This permit is issued to

Maynard Community Gardeners
Barbara Blankenship
978-897-8796

Consent
agent.

For the following purpose:

*Maynard Community Gardeners Plant Sale, Saturday, May 17, 2014
Time: 9:00 AM – 12:00 PM
At 3 Maple 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: petenan98@comcast.net
Sent: Thursday, April 24, 2014 9:37 AM
To: Becky Mosca
Subject: MCG Annual Plant Sale

Hi Becky,

As discussed, the MCG would like a special permit to hold our annual plant sale on Sat., May 17 from 9-12 next to Maple Brook Park.

Thanks and please let me know if you need any additional information.

Nancy Marshall

Becky Mosca

From: Becky Mosca
Sent: Wednesday, April 30, 2014 8:41 AM
To: Marie Morando (mmorando@TownofMaynard.net)
Cc: Chris Okafor; Kevin Sweet (ksweet@TownofMaynard.net)
Subject: RE: Items for BOS meeting May 7, 2014

Marie,

We need the abatement sign off form for 8 Euclid Ave. BOS agreed to abate \$225.11 from the sewer portion of the bill # 1413. ✓ *Received*

Then with regards to water/sewer abatement, Joseph Elder, 8 Lindberg Street.

The resident had an irrigation meter added several years ago, but DPW had no record of it. The issue was uncovered and a second reader added in June 2013. The property has a sprinkler system.

The Board directed that the DPW review record of usage at other single-family properties with sprinkler systems and irrigation meters to provide guidance on typical usage. *- should have for May 20*

Note: Monthly reports from all departments are due, Month of April.

Regards,

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



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

Andrew Scribner-MacLean

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

Date: 4/28/14

Fee: \$50.00

Place of Business: 10 mason st

Phone: 617 908-5648

Name of Business: Pickers Pocket

Owner's Name: Paul Brogan

See attached
46-5438316

Is Business Incorporated? no If not, Business Certificate #: 46-5438316

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

Stamps

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: 10 AM 6 PM

Tax ID Number (if available): 46-5438316

Is Merchandise taken on Consignment?: yes

Paul Brogan
Signature of Applicant

67 Central st
Home Address

Acton ma
01720

617 908-5648
Phone

Am 4/28/14 cash

pl. CK #760
40\$

BUSINESS CERTIFICATE
THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF MAYNARD
195 MAIN ST., TOWN CLERK, MAYNARD, MASS. 01754

April 22 2014

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: _____

Pickers Pocket

lk #. 617-909-5648

Lic# 552267745 IS CONDUCTED AT

10 Nason Street Maynard, Ma.
(NUMBER, STREET, AND TOWN)

TELEPHONE NUMBER: ~~978 857 266 0180~~ TAX ID# SSN# or FID# 900120079904

NATURE OF BUSINESS: ① Consignment shop.

BY THE FOLLOWING NAMED PERSONS: 46-54383

<u>FULL NAME</u>	<u>RESIDENCE</u>
<u>Paul Brogna</u>	<u>67 Central St</u>
	<u>Acton ma</u>

SIGNED:

<u>Paul Brogna</u> (SIGNATURE)	<u>Paul Brogna</u> (SIGNATURE)
(SIGNATURE)	(SIGNATURE)

MIDDLESEX THE COMMONWEALTH OF MASSACHUSETTS
SS. 026626397 April 22 2014

PERSONALLY APPEARED BEFORE ME THE ABOVE NAMED Paul Brogna

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: April 22 2018.

Asst. Town Clerk
TITLE



OFFICIAL PROCLAMATION

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF MAYNARD**

WHEREAS: The American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in nearly 15,000 of our country's young people each and every year; and

WHEREAS: One in five of our nation's children lose his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

WHEREAS: Founded twenty years ago by Steven Firestein, a member of the philanthropic Max Factor family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. are dedicated to helping these children and their families; and

WHEREAS: The American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at Dana-Farber Cancer Institute, Boston Children's hospital, UMass Memorial Medical Center, as well as participating hospitals throughout the country, thereby enhancing the quality of the life for these children and their families; and

WHEREAS: The American Cancer Fund for Children and Kids Cancer Connection also sponsor nationwide Courageous Kid recognition award ceremonies and hospital celebrations' in honor of a child's determination and bravery to fight the battle against childhood cancer.

NOW, THEREFORE, WE, the Maynard Board of Selectmen offer our support and awareness in Maynard to Childhood Cancer Awareness Week, June 8th thru 14, 2014.

Given in the Selectmen's Chambers this 7th day of May, in the year two thousand and Fourteen.

Maynard Board of Selectmen

Dawn Capello

Brendon Chetwynd

David Gavin

William Cranshaw



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

PERMIT - PARADE

This permit is issued to

MAYNARD VETERANS COUNCIL

Marge Iannuzzo, Past Commander

978-897-9091

For the following purpose:

**Annual Memorial Day Parade on
Monday, May 26, 2014 at
11:00 A.M. See Route details as parade forms 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

Tuesday, April 22, 2014

Chief Mark DuBois
Maynard Police Department
197 Main Street
Maynard, MA 01754

Dear Chief DuBois,

The Maynard Veterans Council is holding the annual Memorial Day Parade on **Monday, May 26, 2014**. We cordially invite you and your members to join us in our parade.

Please make note of the NEW parade route.

1. Form at the Clock Tower Main Street parking lot, at **10:30 AM**.
2. Step off at **11:00 AM**, proceed to Main Street Bridge to remember our sea service veterans.
3. Reform, continue down Main Street, then left onto Summer Street and proceed to Memorial Park for our main exercise.
4. Reform, proceed to the American Legion Vietnam Memorial for the closing ceremonies.

After parade dismissal, all marchers are invited for refreshments at the American Legion Patriot Hall.

We sincerely hope that you will be able to join us.

Sincerely,

Marge Iannuzzo, *Past Commander*
Maynard Veterans Council
Phone 978 897-9091
miann46@gmail.com



Becky Mosca

From: Joe Mullin <jmullin@wellesley.com>
Sent: Thursday, April 24, 2014 6:11 PM
To: Becky Mosca
Cc: Scott DiGiacomo; Leon Tyler
Subject: Memorial Day usage of our Clock Tower Place Main Street Parking Lot.

Importance: High

Thursday, April 24, 2014

Hello Becky,

Thanks for the phone message.

Your message mentioned that the Maynard Selectmen had received a request from Ms. Marge Iannuzzo, the Post Commander of the Maynard Chapter of the Veterans of Foreign Wars (the VFW), for a different parade formation location at the beginning of Maynard's annual Memorial Day celebration.

You also stated that Memorial Day/the Maynard Parade this year will take place on Monday, May the 26th, with the parade formation beginning at 10:00 AM.

And you requested, on behalf of the Selectmen, that our Clock Tower Place staff permit the Town to organize this parade formation on our Clock Tower Place parking lot on Main Street.

Thank you, and the Board of Selectman, and Marge Iannuzzo, for thinking of us! We would be honored to be of assistance to you in this manner, and you hereby have our permission to use our parking lot on that day.

Memorial Day is, of course, a sacred day to remember our veterans, and is one of the Federal Holidays we recognize on behalf of all of our tenants and employees. Our parking lot should therefore be quite empty on Memorial Day, and we will also send a memorandum before-hand to all of our tenants requesting that they not leave any of their motor vehicles on that lot over the Holiday weekend.

Of course the next day after Memorial Day, Tuesday, May the 27th will be a regular work day, and our only request, re the end of the Parade festivities, would be for the VFW, and the Town, to endeavor to make sure as much as they are able to, that any and all parade participating vehicles have vacated the site so our regular tenants may park the next day on this lot in their customary manner.

I hope this helps, Becky! Please contact me, or have Marge contact me (at 978-823-8200, extension 883), at any time for any questions or further information.

All the best,

Joe Mullin
Public Affairs Director
Clock Tower Place
Suite 200
12 Clock Tower Place
Maynard, Ma 01754