



**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**October 21, 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)

**Call to order (7:00 pm)**

**Pledge of Allegiance**

**1. Public Comment**

**2. Acceptance of Minutes**

a) October 7, 2014

**3. Correspondence**

- a) Town Accountant, monthly report September 2014
- b) Library monthly report Sept 2014
- c) Council on Aging monthly report, Sept 2014
- d) Meeting notice, MCC/MRC, 10/9
- e) Meeting notice, PB, 10/14/14
- f) Meeting Notice, MCPC 10/15/14
- g) Meeting Notice, FC 10/20
- h) Meeting notice, CC on 10/21 and 11/6
- i) Notice, Xfinity, Municipal Emergency /Trouble Reporting Procedures
- j) Notice, Savoring Indian Cuisine requirements/update 10/13
- k) 495 / MetroWest Partnership
- l) ARRT, Inc, 10/9 Abutters notice, overview and introduction
- m) Notice, The Advisor, MBTA October 2014
- n) Notice from TA, K. Sweet regarding "Putting Permits Online, Building, Electrical Plumbing and Gas".
- o) Letter from Maynard Historical Commission, request to create a Re-Use Task Force for the Coolidge School.
- p) Notice to Nominate Outstanding Tree Wardens
- q) Minuteman Senior Services, dated Oct. 9, 2014

**4. Consent Agenda**

- a) Special One-Day Event: Holiday Sip & Stroll, Dec 6, 2014 6pm – 8pm
- b) Veterans Day Parade: November 11, 2014 at 10:30 am, Form at Legion
- c) Proclamation: Boys & Girls Club Youth of the Year, Joey Westerman

**5. Appointments**

- a) Board of Registrars Reappointments: (correction on terms)
- b) Maynard Police Department Special Officers

**6. 7:15pm Public Hearing:** Liquor License Transfer – El Huipil, Inc.

**7. Representative Kate Hogan:** Discussion and updates from last year

**8. 8:00pm Public Hearing:** Liquor License Transfer – J. Salamone Enterprises, Inc.

**9. Bill Nemser, Town Planner:** Discussion and Updates

**10. 129 Parker Street Discussion**

**11. Special Town Meeting:** Motions and presentation of articles at STM 10/27/14.

**12. Ratification of Collective Bargaining Agreement:** AFSCME Local 93

**13. Economic Development updates**

**14. Town Administrator Report**

**15. Chairman's Report**

**16. Old/New Business**

**17. Adjournment (9:30)**

Respectfully submitted,



**Kevin Sweet, Town Administrator**

Next meeting date(s):

Regular Meeting – *Wednesday, November 05, 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, October 7, 2014  
Room 201, Town Hall  
Time: 7:00 pm**

**Board of Selectmen**

**Present: Chair William Cranshaw, Selectman David Gavin, Selectman Jason Kreil, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Admin. Assistant Becky Mosca.**

**School Committee**

**Present: Chair William Kohlman, Amy Rebecca Gay, Jamal DeVita, Justin Hemm, School Superintendent, Robert Gerardi, School Business Manager, Peter DiCicco.**

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

**Pledge of Allegiance**

**Chair Cranshaw** commented on the passing of the Town's Long time Council on Aging Director, Marcia Curren. Also, the passing of current Council on Aging member Carol Milioto.

**Joint Board of Selectmen and School Committee Meeting.**

TA/SC/SUPT/BOS//TA/ALL received Letter from Ken Estabrook dated 9/5/14 resignation from School Committee.

**Per Town Charter:**

**f) Filling of Vacancies: Elected Officials -**

(1) Multiple Member Boards - If there is a vacancy in a board consisting of two or more members, other than the board of selectmen, the remaining members shall give written notice thereof within one (1) month of said vacancy to the board of selectmen. After one (1) weeks' notice, the board of selectmen with the remaining members or member of such board shall fill such vacancy by a

joint vote. If such notice is not given within thirty (30) days following the date on which such vacancy occurs the board of selectmen shall, after one (1) weeks' notice, fill such vacancy without participation by the remaining members of the multiple member board. A majority of the votes of the officers entitled to vote shall be necessary to such election. The person chosen to fill any such vacancy shall serve in such office until the next regular town election at which the balance of the unexpired term, if any, shall be filled. The person elected shall begin the unexpired term as provided by by-law.

Interview applicant for the open position on School Committee; Dawn Capello  
Comments from Capello; resident of Maynard for the past 11 years on 5 Third Street, Mom to a 5 year old in Kindergarten.

Question from Chair, Kohlman, do you know about the Common Core. Reply, no but willing to put the time in to get to know the Common Core for the Schools here in Maynard.

Amy Rebecca Gay do you have any comments to make to the Boards; Concerns with services and quality of education and money for budget for schools.

**A motion was made by** Selectmen Cranshaw to approve the interim appointment of Dawn Capello to the open seat on the School Committee term May 5, 2015. Second by School Chair, Mr. Kohlman. Vote all in favor. 7-0. Motion approved.

**A motion was made by** SC, Amy Rebecca Gay to close the hearing. Second by Selectman Hemm. Vote all in favor 4-0. Motion approved.

**School Committee left the meeting. Time, 7.06 pm**

**Public Comments –**

Resident, Vic Tomyl commented from the Downtown businesses Maynard Fest had good attendance but not enough parking.

**Acceptance of Minutes of August 19, September 2 and 16, 2014**

**A motion was made by** Selectman Gavin to approve the minutes of August 19, 2014 as shown. Second by Selectman Kreil. Vote 3-0. Motion approved

**A motion was made by** Selectman Gavin to approve the minutes of September 2, 2014 as amended. Second by Selectman Kreil. Vote 3-0. Motion approved

**A motion was made by** Selectman Gavin to approve the minutes of September 16, 2014 as amended. Second by Selectman Cranshaw. Vote 3-0. Motion approved

**List of Correspondences (mail to the Selectmen's Office for October 7, 2014).**

- a) Council on Aging monthly report August 2014
- b) Library monthly report August 2014

- c) Fire Depart monthly report Sept. 2014
- d) Police Depart monthly report Sept 2014
- e) Notice from MA State Lottery Comm, request for Keno To Go game at Main St. Liquor.
- f) Meeting notice, LEPC, 9/16/14
- g) Meeting notice, CC, 9/16/14
- h) Meeting notice, CPC, 9/17/14, 10/1
- i) Meeting notice, COA, 9/18/14
- j) Meeting notice, FinCom 9/22/14, 9/29
- k) Meeting notice, ZBA, 9/29/14
- l) Meeting notice, EDC, 9/30/14
- m) Meeting Notice, BOH, 9/30/14
- n) Meeting notice, PB, 10/1
- o) Comment from resident, Town Brush drop-off, dated October 1, 2014
- p) Notice, Open Studios, 9/27/14
- q) On-Call Engineering Service, VHB, Wayne Amico
- r) Notice, Xfinity, RE: Grandfather Cable Package, dated 9/15/14
- s) Letter dated 9/29 DEP appeal.
- t) Town Clerk list of members that need to take the oath of office, dated 9/25
- u) Current list of Board Openings
- v) MMA, invite to workshop for Board of Selectmen, 10/25/14
- w) MBA, minutes, 5/27 and 6/24

**A motion was made** by Selectman Cranshaw to accept the list of correspondences a-w, except e as shown. Second by Selectman Kreil. Vote 3-0. Motion approved.

Gavin commented, Lottery Commission notification of Keno at Main Street Liquors, 48 Main Street received on 9/15 per deadline of 21 days,(MGL c10 sec27A, has passed. It invites people to loiter at transient establishments.

**A motion was made** by Selectman Cranshaw to accept item e. Second by Selectman Kreil. Vote 3-0 Motion approved.

#### **Consent agenda**

- a) Reappoint Board of Registrars; C. David Hull, Deborah Collins, Madaline Lukashuk, Charles T. Shea. **REMOVED to be re-motined on 10/16/14.**
- b) Common Victualler license approved new owner, Mohammad Khan at Roasted Peppers.

**A motion was made** by Selectman Cranshaw to approve the consent agenda item B. Second by Selectman Gavin. Vote 3-0. Motion approved.

Appointment Interview for Board of Assessor opening. Interview with Christopher Worthy Chris Worthy; lived in Maynard for year and half works in Acton for Wilson and Orcutt.

**A motion was made** by Selectman Cranshaw to approve Christopher Worthy to the Board of Assessors with a term June 30, 2015. Second by Selectman Kreil. Vote 3-0. Motion Approved.

Request to approve Cemetery Deed # 2016

**A motion was made** by Selectman Cranshaw to approve Deed # 2016 for D and J Walsh for lot 2-8 section 21. Second by Selectman Kreil. Vote 3-0. Motion approved.

Special Town Meeting, balance of (3) articles, 1 Assabet River Rail Trail and 2 Zoning changes need to be accepted, Final Warrant to be approved, and signature page signed.

**A motion was made by** Selectman Cranshaw to accept the control J and approve for the warrant Assabet River Rail Trail easement article. Second by Selectmen Gavin. Vote 3-0 Motion approved.

**A motion was made by** Selectman Cranshaw to accept control F and G and approve for the warrant, zoning designation change and section 3, use regulations amendment changes. Second by Selectman Kreil. Vote 3-0. Motion approved.

**A motion was made by** Selectman Cranshaw to approve the final warrant of 3:31 pm today that was added in Drop Box, for the Monday, October 27, 2014 at Fowler School Auditorium at 7:00 PM. Second by Selectman Gavin. Vote 3-0. Motion approved.

Presentation for articles at STM assigned to Board members

New Business item: from ATA, Andrew Scribner-MacLean for approval of a letter of Support from the Board of Selectmen for a Cross Town Connect. This will be funded for the first year via grant but down the road, we will need to fund some portion. Grants might be available on going. The demand for this might grow.

**A motion was made by** Selectman Cranshaw to provide a letter of support for the (CIC) Cross Town Connect. Second by Selectman Gavin. Vote 3-0. Motion approved.

#### **Town Administrator Annual Evaluation**

Sel. Cranshaw presented the summary of the 2014 annual review for the Town Administrator Kevin Sweet. The Board found that he did indeed meet the standards for the position during the past year and the Board was pleased with his performance during what was his first year as Town Administrator.

#### **Discussion of Permanent Subcommittees**

Sel. Cranshaw introduced the topic of the Board having permanent subcommittees, as does the School Committee. Noted need for a policy committee to finalize backlog of polices/regulations that had come up during the past year, including water/sewer polices and cemetery policies.

**A motion was made by** Selectman Cranshaw to establish a permanent subcommittee on Polices and Regulations, consisting of (3) Board members with terms concurrent with the fiscal year. Second by Selectman Gavin. Vote 3-0. Motion approved.

Request from board member to Ken Estabrook as to what the SC does with subcommittees, KE, they only have 2 members that work on each polices and then they bring back to SC to either approve or kick back for more input.

KS, commented that Charter has input on how we move forward with number of members, open meeting law would place these meetings as public.

**Economic Development updates**

**KS, EDC**, Chair is Chris Worthy, early mix of meetings, Tuesday morning and Thursday evenings. They now have residents joining the meetings. Group is working with WAVM and another person to develop and working on advertisement to Brand Maynard

Savoring Indian Cuisine is closed, TA/OMS office sent notice to SIC, and it will be in the next packet.

Note a brewery is looking at maynard.

DG, question, J. Mullin anything new? TA, A meeting is scheduled with Joe & Bob – JP Morgan, has investors KS will get more information soon.

BC, did we respond back to Capital Group? Yes, TA, we needed some clarity from the last responds.

BC will reach out again.

**TA Report**

- 10/2 Attended MAGIC meeting with BN, good discussion – Transportation - Rail Lines
- Bruce Davidsons' project EP Landscaping donation to Town Hall and Dog Park. Good project to add new landscaping.
- King information in for wrap up, they spent 6 days at TH and Map Room. They now have plan to complete and cleanup of storage areas. Jan/Feb time frame.
- Health Insurance switch Med-x3 planned meeting with retirees on Oct 21, 2014. Savings to members and town with \$360,000.00 savings
- 10/3 MMA meeting in Oxford, MA. Rep Kate Hogan, Q & A session regarding Ch. 90 funding money and OPEB
- Drop-off Center opens this Sat 10/11 from 8 to 12:00 noon, Along with Rabbi Clinic.
- Looking at Pine Street, Town owns land it might be a site that we can make more useful as Drop off area with the right design. Working with Wayne Amico.
- Agreement with ASCME, it is done. CB should be at next BOS meeting to review and sign.
- We had 102 water meter bills not sent out to residents. Software issue. New bills in process to be mailed out.
- We had 275 residents before that had received the Senior rate discount on Water/Sewer bills. With new policy now it is up to 404, might go up another 20 or 30. The difference in monies is about \$35,000.00. The COA newsletter helped get that information out to seniors.
- Newsletter for October will be mailed next week – We now have a Shine Counselor available for seniors at Town Hall.
- Skate Park, next steps: Is looking into control of the land and allowed uses. Will then determine if School Committee and Police wish to pursue further.
- Next Steps for Senior Tax Relief: The Assistant Assessor is looking in the implications of a policy similar to that of Sudbury. TA has meeting with finance team on 10/14.
- Discussed procedural changes noted in letter from Chief DuBois with regards to Animal Control. Sel. Cranshaw requested copy of revised citation notice to ensure that the applicable Town's By-Law sections are referenced.

**Chair Report:**

- At the next BOS meeting there will be (2) liquor license transfers, Russell's and El Huipil, Rep Kate Hogan with her recap information from the past year.

- Reminded members to offer time to all Boards and Committees to come in to our BOS meeting and give us some feedback of what they are working on.
- Request that at October 21<sup>st</sup> meeting Board have Town Planner, Bill Nemser, discuss Complete Street Policy and to discuss trends and impacts of changing commercial properties to residential use.
- Asked members to have the STM information on motions and drafts of presentation ready for the October 21<sup>st</sup> meeting.
- Offer to have committee liaisons come to the BOS meeting to provide updates and ask questions.

**New/Old Business:**

Selectman Cranshaw

- Following up on discussion that water/sewer rates again did not have to be raised for most recent quarterly billing, question why in the past rates were set retroactively. Conservation-based rates not effective if users do not know how much they will be charged.

Selectman Gavin:

- Events, in Maynard, Maynard Fest, October Fest, B& G, Road Race, many events in Town this past month with no issues, all good for the Town.
- Comment, from Police detail at the MHS football game, we are missing the do not exit sign at the B & G Club. It is needed; can we get this back up?
- Comment, article in Boston Globe, 10/7 editorial on the retirement, small town – should look into regionalize. We should defend our Town. TA, has had conversation with our PR rep. he thinks differently.

Selectman Kreil:

- Comment on the real estate bill and water sewer bill both mail and received on same day, why not together? TA, we continue to look for a new vendor to combine bills since our previous vendor moved. Based on the service cost to combine bills, it is more cost effective to send two bills.
- Skate Board Park – We need to know what, if any restrictions have been placed on the skate board park land before we can decide the future of the space.
- Regarding Sel. Cranshaw's comment on Commercial/Industrial land to Residential, I have started that conversation already with Bill Nemser and it would be good to have Bill in to discuss.
- Safe Routes to School Program – We need to work with Wayne Amico. I understand that it is a difficult process, but we have a walkable community, which should help. Bikes and walking should be easy for our kids at schools.
- Sidewalks ~ issue need to work on this. The Board agreed to prepare a proclamation for the Boys and Girls Club youth of the year. Proclamation to be prepared for October 21<sup>st</sup> meeting.

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

Time: 9:25 pm

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

Date:

*Jason Kreil*

Selectman, Jason Kreil, Clerk

Initials: BJM



**TOWN OF MAYNARD**  
**Town Accountant – Michael Guzzo**  
TOWN BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

TO: Board of Selectmen  
FROM: Michael Guzzo - Town Accountant  
DATE: October 13, 2014  
SUBJECT: ACCOUNTANT'S REPORT – SEPTEMBER 2014

- Processed weekly invoice warrants
- Processed Bi-Weekly Payroll Warrant
- Reconciled Cash and Receivables with the Treasurer for August 2014
- Reconciled and submitted final FY2014 Receivable and Cash reconciliations to DOR
- Submitted to DPW \$85,000 invoice for a vehicle that had not been previously reimbursed by the state. DPW to submit for reimbursement
- Chapter 90 outstanding balances reconciled with state report. Two projects to be closed out adding approximately \$26,000 to remaining \$140,000 balance
- Transferred expenses from COA general fund to COA van revolving fund for July through August 2014
- Input financial data into Gateway for FY2015 Tax Recap. To update recap after October STM
- Began updating revenue ledger and general ledger account descriptions
- Began preliminary work on FY2016 Budget
- Submitted data for MIIA audit for FY2014
- Met with Chuck Adams, Town Administrator, Treasurer, And DPW on finalizing Maynard High School capital project. Hopefully MSBA audit to be completed before we have to finalize additional debt
- Final FY2013 and FY2014 Pension audit results reviewed.. Auditor to meet with board at October meeting to review results. Final audit to be mailed to town in October 2014
- Town of Maynard FY2014 audit begun. Completed results expected by end of January 2015
- Updated and issued the following reports for as of August 2014:
  - Available funds
  - Capital Projects
  - CPA Summary
  - Expense Summary – General Fund
  - Expense Summary – Enterprise Funds
  - Performance/Surety Bonds
  - Local Receipts
  - Local Aid
  - Enterprise Fund Summaries – Sewer and Water

**Report of the Library  
For the Month of October 2014  
Submitted by Steve Weiner**

**Activity Report**

**Budget Update:** Contracts for both my union group and the staff's (AFSME) have been resolved. These increases are accounted for in the current FY 15 budget. The only unresolved issue is the raise for the Pages on Jan 1, 2015 (when the minimum wage goes up). We can absorb this, but in the FY 16 budget we need to plan for that increase.

**Building Issues:** The shrubs were cut back as per safety notice. Lighting was replaced.

**Meeting Room Use:** 37 meetings were held in the library during September.

**Programs:** Fall programs commenced, including Lego Club, Toy Time, and Story Time. The Book Mill also convened. Local author Julie Berry had a book launch. Approximately 100 people attended.

**Publicity:** Library services were advertised on the library's home page, on Facebook, on the sign board in front of the library, in the *Beacon-villager*, and in *The Boston Globe*.

**Circulation:** Circulation figures are unavailable at this time.

**Miscellaneous:** The primary was held here on September 16h. 935 people voted.

**Report of the  
Council on Aging  
For the month of September 2014  
Submitted by Andrew Scribner-MacLean**

**Monthly Report**

- **Two meetings of the COA Board were held in September. The first, on Sept. 4<sup>th</sup>, was at the Maynard Golf Course and was attended by 19 residents in addition to 8 Board members. The 2<sup>nd</sup>, on the 18<sup>th</sup> of the month was focused on goal-setting for the remainder of the fiscal year.**
- **COA Chair and ATA discussed staffing needs for the COA short- and long-term. This plan is being fully reviewed to be presented to the BOS in the near future.**
- **COA Chair Edson and ATA Scribner met with the Executive Director of Minuteman Senior Services to determine how best to take full advantage of the services they offer.**
- **On September 30<sup>th</sup>, the Minuteman Nutrition Coordinator and SHINE Coordinator met with COA Chair Edson and ATA Scribner and developed a plan to expand services for Senior Dining, Meals on Wheels, and to set up the Fall 2014 SHINE outreach sessions.**
- **Two new members, Anita Dolan and Carol Millioto joined the COA Board of Directors. Sadly, just a week after joining, Ms. Millioto passed away unexpectedly.**
- **There were 147 inbound phone calls and 15 service visits to the COA in September. 112 visitors came for social programs.**
- **The COA Van program provided 67 unique riders 519 trips over 21 days.**
- **Rep. Kate Hogan spoke with 19 visitors on September 19, 2014.**
- **The COA provided six pieces of equipment (revolving loans or permanent placements) – commode risers, wheel chair, walkers, and a shower seat.**

Date Posted 10/06/14

TOWN OF MAYNARD

MEETING NOTICE

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

MAYNARD CITIZENS CORP/MEDICAL RESERVE CORPS

Address of Meeting: Town Hall Room: Municipal Services Meeting Rm

M T W Th F October 9, 2014 Time: 6:30pm  
Day of Week Month Day Year

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

1. Approve Minutes of Previous Meeting(s): September 2014
2. Region 4A / MEMA updates:
3. Town Updates:
4. Newsletter:
5. Old Business:
  - Board Recruitment
  - Training
  - Road Race feedback
  - Maynardfest feedback
7. NEW BUSINESS TOPICS:
  - Flu Clinic Preparation
  - Appreciation Dinner preparation
8. Other:
  - MRC Room
  - Supplies Needed
9. Adjourn –
10. Next Meeting November13, 2014 at 6:30 PM in the Municipal Services Conference Room

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON(S)

John Flood  
Mary Ellen Quintal



**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

---

***Planning Board Meeting Agenda – 7:00 PM October 14, 2014***  
***195 Main Street, Maynard - Room 201***

---

**1. 07:00 - Call to order**

**2. Additions/deletions/reordering of agenda**

**3. Approval of minutes**

**4. Public Hearing:**

- a. Request of continuation for the Planning Board meeting of September 23, 2014 for the petition filed by Skylight, LLC., 20 Main Street, Acton, MA 01720 for the property located at 49-51 Waltham Street (Map 15, Parcel 230) for a Special Permit allowing construction of multi-family dwellings within the Business Zoning District.
- b. Petition filed by Robert Anderson, 20 Main Street, Acton, MA 01720 effecting the property located at 30-34 & 36 Nason Street (Map 14, Parcels 151 & 152) for an ANR allowing lot A-2 to be combined with the adjacent land of New Nason Street Realty Trust.
- c. Petition filed by H-Star Engineering, Inc., 200 Greenville Road, North Ipswich, N.H. 03071, requesting approval of a Definitive Subdivision Plan for property identified on Property Assessor's Map 19, Parcels 49, 52 and Keene Avenue(paper street). The applicant is requesting creation of six residential lots.

**5. Other Business**

- a. Discussion of delegation to Chair for Board signing and/or possibility of electronic signatures.
- b. Veterans Memorial Park update

**6. Town Planner Update**

**7. Correspondence**



**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](http://www.townofmaynard-ma.gov)

---

***Planning Board Meeting Agenda – 7:00 PM October 14, 2014***  
***195 Main Street, Maynard - Room 201***

---

## **8. Adjourn**

***This agenda is subject to change***

*Kevin Calzia, Chairperson*

*Posted by: Bill Nemser, Town Planner*

*Date: October 8, 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, October 15, 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 10/01/14 meeting.

**CORRESPONDENCE:**

- Mail received

**BUSINESS:**

- Assistant Administrator, Andrew Scribner-MacLean to talk on Maynard Golf Course developments
- Review and discuss latest preliminary application(s)
- Update on ongoing projects
- Status of Award Letters for last cycle
- review of workflow for approving invoices (cont.?)
- Alumni Field House Renovation project issues
- New/Old Business

**Upcoming Meetings:**

- Determine next regularly scheduled meeting.

**THIS AGENDA IS SUBJECT TO CHANGE**

Posted: M. John Dwyer, CPC Chairman

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      October   20      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: \_\_\_\_\_

Public Hearing on Special Town Meeting Warrant  
FinCom recommendation on Article 7, Acton St Zoning Change

4. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Peter Campbell \_\_\_\_\_

Posted by: \_\_\_\_\_

Date: \_\_\_\_\_

**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, October 21, 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 10/07/2014.

**PUBLIC HEARING:**

- Notice of Intent (7:30)  
49-51 Waltham Street  
Skylight, LLC  
Redevelopment of Oriental Delight property

**WETLANDS/STORMWATER ISSUES:**

- 1 - 2 Railroad Avenue preliminary review of parking lot improvements (7:00)
- Keene Ave subdivision stormwater management (8:00)
- COC for Lots 7A and 8A in Taylor Road Subdivision
- Army Corps of Engineers halts the New England General Permit approach

**LAND MANAGEMENT:**

- Revisit the need for property surveys

**BUSINESS:**

- Review Draft Stormwater Management Bylaw regulations
- November 4<sup>th</sup> meeting rescheduled for November 6<sup>th</sup> (starting at 6:30)

**Mail of note:**

- MACC newsletter (electronic)
- AMWS newsletter (electronic)

**Upcoming Meetings:**

- Next Conservation Commission meeting, **November 6, 2014 (Thursday)**.
- MSMCP workshop on Sediment and Erosion Control, Marlboro, **October 22, 10-1**
- ARNWR friends event: A Painless Introduction to Fungi, **October 22, 7:00** Visitor Center, Sudbury
- Special Town Meeting, October 27, 7:00, Fowler School
- Conservation Subdivisions in Action (MassAudubon), Westford, October 29, 10-3
- West Suburban Conservation Council Fall Meeting, November 5, 4-6, SVT, Sudbury
- Trust for Public Land: Boston Under Water? November 5, 5:30-7:30, Boston

**THIS AGENDA IS SUBJECT TO CHANGE**

**MAYNARD CONSERVATION COMMISSION**  
**MEETING CHANGE**

Please be advised that the previously posted Conservation Commission meeting in November has been rescheduled:

Normally scheduled:

**Tuesday, November 4, 2014**

Changed to:

**Thursday, November 6, 2014**

For the Commission,

Linda Hansen, Conservation Agent

**MAYNARD CONSERVATION COMMISSION**  
**MEETING CHANGE**

Please be advised that the previously posted Conservation Commission meeting in November has been rescheduled:

Normally scheduled:

**Tuesday, November 4, 2014**

Changed to:

**Thursday, November 6, 2014**

For the Commission,

Linda Hansen, Conservation Agent



October 13, 2014

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



**Re: Municipal Emergency Reporting Procedure – Updated Contact Information**

Dear Chairman and Members of the Board:

As part of Comcast's ongoing commitment to broadband network reliability, and our efforts to better serve municipal customers, I am writing to update you on our emergency reporting procedures for certain outside plant and service problems as our dial in number has changed to: **1-877-359-1821**

In the event that any municipal building experiences problems with downed cable drops, signal transport issues with I-NET or Video Return Lines, Public, Education and Government (PEG) Access channels or to have our technical or construction staff on-site during an emergency, please follow the steps detailed below:

**MUNICIPAL -EMERGENCY/TROUBLE REPORTING PROCEDURES**

*(Please note the XOC telephone number listed below **IS NOT** for public dissemination)*

- **STEP 1 Dial:** **1-877-359-1821** (24/7 – XOC)
- **STEP 2 Select:** Option # 4 - **Greater Boston** or Western NE regions
- **STEP 3 Select:** Option # 4 - Commercial Accounts, Municipalities, Utilities, Police & Fire
- **STEP 4 Reason for call:**
  - Option # 1 -Down Wires (will be prompted to enter zip code)
  - Option # 2 - Pole or all other Municipal Issues
- **STEP 5 Speak with Rep. and obtain job reference #**

The above steps will put you in touch with our Excellence Operations Center (XOC), 24-hours a day, and seven days a week. **Once again, please note this information and telephone number IS NOT for public dissemination.**

Please do not hesitate to contact me at 978.825.2308 should you have questions.

Sincerely,

*Ben Pearlman*

Ben Pearlman, Sr. Manager  
Government Affairs

## Becky Mosca

---

**From:** Narinder Guhanian <passagetointia@hotmail.com>  
**Sent:** Monday, October 13, 2014 4:03 PM  
**To:** Stephanie Duggan  
**Cc:** Kevin Sweet; Andrew Scribner-MacLean; Becky Mosca  
**Subject:** Re: Savoring Indian Cuisine Closure

Hello Stephene,

We are temporarily closed due to our chef quit. We will open as soon as we find the chef. But I don't have the exact date.

Thank you

Narinder guhanian

Sent from my iPhone N S G

On Oct 8, 2014, at 9:04 AM, Stephanie Duggan <[sduggan@TownofMaynard.net](mailto:sduggan@TownofMaynard.net)> wrote:

Good morning –

Please see the attached letter regarding Liquor Licensee notification requirements in the event of business closure.

Thank you,

***Stephanie Duggan***

*Administrative Assistant, TA/OMS*

Town of Maynard

195 Main Street

Maynard, MA 01754

978-897-1355

<image003.png>

<10-07-14 Savouring Indian Cuisine Reopening Schedule Request Letter.pdf>



**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**  
*Assistant Town Administrator*  
*Executive Director*

*Board of Health*  
*Conservation Commission*

*Building & Inspections*  
*Licensing*

*Board of Appeals*  
*Planning Board*

October 7, 2014

Saini Enterprises, Inc. DBA Savoring Indian Cuisine  
C/O Narinder S. Guhania  
24 Brattle Terrace  
Arlington, MA 02474

Dear Liquor Licensee:

The Town of Maynard has received notification that Savoring Indian Cuisine has ceased operation at 157 Main Street and is officially closed. In accordance with the Town of Maynard Alcoholic Beverage Licensing Regulations Section 17.9, the Board of Selectmen (Local Licensing Authority) requires notification by the licensee, within ten (10) days of ceasing operation, in writing with a schedule, including a date certain, for the reopening of the business.

Thank you for your prompt attention to this matter – we look forward to hearing from you,

A handwritten signature in cursive script that reads "Stephanie Duggan".

Stephanie Duggan  
Administrative Assistant, TA/OMS

Enclosures: Town of Maynard Alcoholic Beverage Licensing Regulations, Section 17

CC: Board of Selectmen (LLA)  
Kevin Sweet, Town Administrator  
Andrew Scribner-MacLean, Assistant Town Administrator  
Becky Mosca, Administrative Assistant, BOS

- 15.1** Licensees shall instruct their employees and security personnel that they are not to make bodily contact with a Patron unless to protect other Patrons or themselves from being subjected to body blows from an unruly Patron. In all other circumstances employees and security personnel are to call the police to have Patrons removed from the Premises when such Patrons are being disruptive and they are unable to convince the Patron to leave the Premises voluntarily.
- 15.2** Licensees shall call the police and an ambulance and take all other reasonable steps to assist Patrons or persons who are injured in or on the Licensed Premises or whose injuries have occurred outside the Premises but have been brought to the attention of the Licensee.

**16.0 Duty to File Report**

In all instances where the Police are called to the Licensed Premises, regardless of the extent or severity of any incident involving people in or on the Premises, the Licensee or Manager must submit to the Police and the Clerk of the LLA within twenty-four (24) hours of such occurrence, a complete and accurate written report of the incident. Such report must be on a form provided by the LLA and will advise them of all pertinent facts including, but not limited to:

- a. Parties involved, by name;
- b. Date and time of the incident;
- c. Action taken by the Licensee or Manager;
- d. Description of the incident including damages and any injuries; and
- e. Name of Manager responsible for the Premises at the time of the incident along with any other employees present at the time of the incident

**17.0 Revocation, Suspension, and Modification**

Any License issued pursuant to M.G.L. c.138 may be modified, suspended, or revoked for any of the following causes:

- 17.1** Violation by the Licensee of any provision of the relevant General Laws of the Commonwealth, of the rules and regulations of the ABCC or of these Regulations of the LLA.
- 17.2** Fraud, misrepresentation, false material statement, concealment or suppression of facts by the Licensee in connection with an application for a License or permit or for renewal thereof or in connection with an application for the removal of the Licensed Premises or the alteration of the Premises or in connection with any other petition affecting the rights of the Licensee or in any interview or hearing held by the LLA in connection with such petition, request, or application affecting the rights of the Licensee;
- 17.3** Failure to operate the Premises covered by the License without prior approval of the LLA;

- 17.4** Failure or refusal of the Licensee to furnish or disclose any information required by any provision of the MGL or by any rule or regulation of the ABCC or these Regulations of the LLA;
- 17.5** Licensees shall not give or offer any money or any article of value or pay for or reimburse or forgive the debt for services provided to any employee or agent of the LLA either as a gratuity or for any service;
- 17.6** Licensees may not fail to comply with any condition, stipulation or agreement upon which any License was issued or renewed by the Licensing Authority or upon which any application or petition relating to the Premises was granted by the LLA. It shall be the duty of the Licensee to ensure that all appropriate personnel at the Licensed Premises are familiar with these Regulations of the LLA and with any conditions on the License.
- 17.7** A License may be suspended or modified or revoked for the refusal by any Licensee and, if a corporation, by a Manager, officer, or director thereof to appear at an inquiry or hearing held by the LLA with respect to any application or matter bearing upon the conduct of the licensed business or bearing upon the character and fitness of such person to continue to hold a License.
- 17.8** Licensees shall properly serve suspension and modification orders.
- 17.9** A License may be suspended or modified or revoked for ceasing to conduct the licensed business, that is any License holder who closes or stops doing business (Dormant License). Licensees who suspend or cease operation must notify the LLA within ten (10) days with a schedule in writing for reopening to be approved by the LLA. The schedule submitted by the Licensee, must include a date certain for the reopening of the business.

**18.0 Disciplinary Guidelines**

- 18.1** Licensees in violation of the applicable laws of the Commonwealth, rules and regulations of the ABCC and/or these Regulations may be subject to discipline. The nature and extent of the discipline shall be based on the severity of the violation, but may vary from a verbal or written warning to revocation of the license.

**18.2**

**19.0 Service of Suspension Orders**

- 19.1** When the LLA suspends the License or Licenses of any Licensee, it shall provide the Licensee with an order of suspension for public display that must contain the words, "No alcohol served per order of the Maynard Board of Selectmen." Such



# 495/METROWEST PARTNERSHIP

*Leaders for Regional Prosperity*

## Gubernatorial Candidate Forum

THE 495/METROWEST PARTNERSHIP  
INVITES YOU TO  
TALK WITH THE NEXT GOVERNOR

Share your perspective as a regional leader and demonstrate the economic and political importance of the 495/MetroWest Gubernatorial candidates.

**Charlie Baker**

MONDAY, OCTOBER 27, 2014  
SHERATON FRAMINGHAM  
9:00 AM

**Martha Coakley**

FRIDAY, OCTOBER 24, 2014  
SHERATON FRAMINGHAM  
9:00 AM

**Pre-Registration is Required; Space is Limited**

RSVP TO JESSICA STRUNKIN AT:  
JESSICA@495PARTNERSHIP.ORG  
OR 774.760.0495 EXT. 101



# Assabet River Rail Trail, Inc.

246 Essex Street • Marlborough, MA 01752 • [www.ARRTinc.org](http://www.ARRTinc.org)  
A Non-Profit Organization



October 9, 2014

Dear Abutter of the Assabet River Rail Trail.

## Overview:

The next phase of the Assabet River Rail Trail (ARRT), is anticipated to begin construction fall 2015. Since you are an abutter and a property owner to be directly affected by the construction, this letter is meant to provide you with information about the trail, how to keep in touch with the latest news, and for some potential choices for screening the rail trail or for access to the trail from your property.

## Introduction:

At the request of and in coordination with Town of Maynard, the Assabet River Rail Trail (ARRT) non-profit is leading the public outreach for Phase 2 of the ARRT. The ARRT ([www.ARRTinc.org](http://www.ARRTinc.org)) has been supporting the creation of (and now maintenance) of the trail for over 12 years. The Towns of Acton and Maynard have repeatedly and overwhelmingly supported the creation of Phase 2, most recently by a vote at the 2002 Maynard Town Meeting.

Phase 2 of the ARRT will be a 3.8 mile extension of the trail south from the South Acton train station, through downtown Maynard and ending at White Pond Road, the Maynard-Stow town line. The paved non-motorized trail will be built almost entirely on the railroad right-of-way (ROW). In brief, the paved trail will in most parts be 12 feet wide, bordered by 3 foot border on both sides. The detailed 25% design plans can be found at [http://www.arrtinc.org/design/ARRT\\_25percent.pdf](http://www.arrtinc.org/design/ARRT_25percent.pdf).

Construction bid documents are expected to be posted by the MassDOT in the fall of 2015. As a precursor to construction please expect more activity on the ROW. In addition, these final design / bid documents will include details on landscaping, screening and fencing as part of the project.

## Potential Screening & Access:

As an abutter, you may be eligible for landscape screening. When considering the potential for requesting screening one should take into account the following.

- Project screening will be installed on the right-of-way, not on your property.
  - Nothing precludes a property owner from installing their own or additional screening or fencing on their own property.
- Every screening request will be handled individually. Abutters will decide for themselves whether to and what type of screening to request.
- Screening will increase the cost of construction and should only be requested when deemed important.
- Requests for fencing in addition to or in instead of landscape screening can be honored only in circumstances where special security concerns must be considered.
  - Security has not been a great concern for rail trail abutters as rail trails are well used and that generally deters illegal behavior.

- In some cases fencing initially requested by abutters has been requested to be removed after getting used to the trail.
- Desire for privacy is a common reason for requesting screening.
  - Grade separation and / or thick vegetation between the ROW and you as the receptor may provide adequate screening for those that desire privacy.
- We hope that commercial abutters, particularly those that provide retail services, will request access to the ARRT for their customers and employees.
  - Access requests will be honored wherever the creation of access is feasible.
- Screening options for designated properties
  - None
  - MassDOT approved evergreen vegetation (*Red Cedar, Arborvitae, Canadian Hemlock, Austrian Pine, White Pine, Colorado Green Spruce, Norway Spruce*)
  - Split rail fence (with or without gap for access)
  - Others only in special cases (e.g., chain link fence)

**Encroachments:**

Some abutters, possibly without realizing, have encroached on the ROW. The 75% design plans will not generally address minor encroachments. The detailed legalities of encroachments are far beyond the scope of this outreach letter. If desired please contact Roland Bartl – Acton Planning Director, 978-929-6631, [rbartl@acton-ma.gov](mailto:rbartl@acton-ma.gov)) for both Maynard and Acton issues.

**Action Items:**

As part of the outreach campaign, ARRT volunteers will be visiting with many individual abutters to reiterate and solicit requests in person. To start the process, you may submit your comments online, at this web form (<https://arrt.wufoo.com/forms/maynard-survey/>), sending an email ([phase2@ARRTinc.org](mailto:phase2@ARRTinc.org)) or letter.

The comments will then be posted to a public view-only document at (<http://www.ARRTinc.org/ROWcomments.asp>), on the ARRT website. This will allow all parties (abutters, the Towns, MassDOT) to see the requests. The Towns and MassDOT responses also will be posted there, and you as abutters may send in comments / corrections.

Sincerely,



Tom Kelleher  
President

Assabet River Rail Trail, Inc.

# THE ADVISOR

Newsletter of MBTA Advisory Board

October 2014

## Funding for Ruggles Station

A federal grant has been awarded for the Ruggles commuter rail and orange line station. Transportation Improvement Generating Economic Recovery (TIGER) funds have been awarded for the construction of a new platform. This platform will increase capacity at Ruggles, which is close to Northeastern University and Longwood Medical Area. (MBTA News & Events)

## Request for assistance

The Joint Committee on Transportation at the State House in Boston is looking at the performance of the new provider of Commuter Rail contract Service, Keolis. I am asking you to share any stories or experiences, good or bad, that you may know about since Keolis took over the service on July 1<sup>st</sup> 2014. There has been little problem reported with the Keolis takeover, and I want to make sure that your experience is similar to mine. Have you noticed a change in performance? Are issues you think are important being addressed? Please let me know at [Pre-gan@mbtaadvisoryboard.org](mailto:Pre-gan@mbtaadvisoryboard.org) or on the telephone at 617-426-6054. Thank you for your assistance.



Photo of commuter rail platform at Ruggles station. Source: Panoramio

## In This Issue

- Improvements to Ruggles Station
- Program for Mass Transportation (PMT)
- Silver line to Chelsea
- Clean commuter rail
- Transit Diary launch
- MBTA ridership increase

## MBTA AB to participate in Program for Mass Transportation (PMT)

Advisory Board staff will be participating in the PMT review process. The PMT is MBTA's long-range capital planning document. It defines a 25-year vision for public transportation in the MBTA region. The vision includes projects that are not funded. Massachusetts Department of Transportation (MassDOT) has invited the Advisory Board to sit on a committee that will choose a consultant for the commuter rail portion of the document. The consultant will assist MassDOT with creating a new PMT, which was last upgraded in 2003. According to state law, the PMT must be upgraded by MassDOT every five years and reviewed by MBTA Advisory Board.

## Silver line to Chelsea approved

The MassDOT board of directors voted to approve a construction contract to extend Silver Line service from Logan Airport to Chelsea. The project is funded entirely through the 2013 transportation finance plan. The silver line will be extended from East Boston to Chelsea via a busway to be built on former rail right-of-way. Three new stations will be built, and the current Chelsea commuter rail station will be relocated (MBTA News & Events).



Map of proposed stations for extended silver line service in Chelsea and relocated commuter rail station. Source: MBTA News & Events

## Clean commuter rail vehicles

On September 18th, Keolis Commuter services, MBTA's commuter rail contractor, announced it had completed cleaning all passenger cars operating out of north station.

Passenger cars operating from South Station will be cleaned in the coming weeks. Keolis aims to clean all 422 passenger cars. (MBTA News & Events)



Crews clean and MBTA commuter rail car. Source: patch.com

## Transit Diary soft launch

MBTA Advisory Board has launched the beta version of Transit Diary. 4,000 panelists were invited to participate, and 816 joined as registered users. Results were generated from these users, showing information on demographics and trip segments. The data will be used to make adjustments before the official launch in mid-October.

## MBTA reports ridership increase despite fare increase

According to MBTA GM Dr. Beverly Scott, August marked the 7th-consecutive month to see ridership growth. Weekday ridership increased by 1.3% over August 2013, averaging 1.252 million passenger trips per weekday. On July 1st 2014, fares increased 5%, or 10 cents.



Passengers wait to board the red line. Source: MassDOT blog

### **MBTA Advisory Board**

177 Tremont Street, 4th floor

Boston, MA 02111

617-426-6054 (phone)

617-451-2054 (fax)

[www.mbtaadvisoryboard.org](http://www.mbtaadvisoryboard.org)

PLACE  
STAMP  
HERE

Town of Maynard,  
Massachusetts

Kevin Sweet, Town Administrator

Municipal Building  
195 Main St.  
Maynard, MA 01754



---

## FOR IMMEDIATE RELEASE

Tuesday, Oct. 14, 2014

Contact: John Guilfoil  
Phone: 978-841-9948  
Email: [john@jgpr.net](mailto:john@jgpr.net)

# Putting Permits Online Maynard Building, Plumbing, Electrical, and Soon Health Permits Can Be Purchased Digitally!

MAYNARD- Town Administrator Kevin Sweet is excited to announce that the Office of Municipal Services (OMS) has launched an [electronic permitting portal](#) which will help residents, developers, and businesses apply for and receive permits more efficiently.

The Office of Municipal Services manages and operates the planning, economic development and regulatory service functions of the Town. With all of these responsibilities, efficiency, ease and organization are important, all of which improved with the electronic permitting portal.

Working with Full Circle Technologies, the hosted permit portal allows users to create an account which is a big time saver, especially for developers who create multiple permits each year. Users can apply for most permits OMS issues – building, plumbing, electrical, etc.

"I am pleased that Maynard will now offer this intuitive, modern system for issuing permits in town," Town Administrator Sweet said. "The Full Circle Technologies system will make town government work better while saving time and money for residents and contractors."

By mid-fall, Health Permits will also be available through the site. By winter, the Town intends to offer a Citizen's Request option as well where concerns can be reported and then directed to the correct Town department. This new system, encompassing all of these services will be important for residents, local builders and the community at large.

Stephanie Duggan, Administrative Assistant to the Town Administrator and OMS, led the project implementation.

"It has already helped us in reviewing our practices and policies, in streamlining approvals, and in managing our records better – and we are just getting started," Duggan said.

Efficiency and convenience were two of the areas that this initiative was implemented to improve for the community. This online permitting solution is available 24 hours a day, 7 days a week.

In addition to making the application and review process more efficient, permits can also be paid for on-line through a secure transaction directly to the Town's clearinghouse. This ensures payments are received and properly credited, eliminates delays in depositing, potential bounced checks, and cash handling by employees. Users can use their checking accounts or their credit cards to pay for permit requests.

The Office of Municipal Services is pleased to be offering this automated service to the Town as part of an approach to simplify and improve interactions between the Town, its residents, and businesses. This service will significantly increase the permitting process through its ease of use, convenience and through a more efficient processing procedure than in the past.

To learn more about the OMS go to <http://www.townofmaynard-ma.gov/municipal-services/>.

There is a link on the top of the town website, where you can access the digital portal: <http://www.townofmaynard-ma.gov/>, or you can access it directly at [http://permiteyes.net/maynard/building/user\\_login.asp](http://permiteyes.net/maynard/building/user_login.asp)

###



## Maynard Historical Commission

TOWN OF MAYNARD  
MUNICIPAL BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

Date: October 15, 2014

To: Board of Selectmen  
Cc: School Committee

Subject: Request to Create a Re-Use Task Force for the Coolidge School

The Maynard Historical Commission (MHC) respectfully requests that the Board of Selectmen appoint a Coolidge School Re-Use Task Force, and further, that the Commission be included in the dialogue on any interim plans for operation/disposition of the facility.

The expectation of the Commission is that the efforts of the Task Force will result in constructive re-use of the facility.

The Coolidge School building has been recognized as one of the last remaining town-owned building of significant historic value. The Maynard Historical Commission (MHC) is mandated by Massachusetts General Law (MGL) to "preserve, protect and develop the historic assets of our community". As stated in our letter of February 18, 2013 to the Selectmen and School Committee, a particular element of that mission is to ensure that the goals of historic preservation are considered in the planning and future development of the community. Further, in Maynard's CPA document entitled *Core Category-Historic Preservation*, we, as a community, have set goals to "preserve, rehabilitate and restore town-owned historic resources and landmarks-including buildings...in order to secure their future and maintain their beauty, usefulness and value". In recognition of these commitments, the MHC requests that the Board of Selectmen form and appoint members to a Coolidge Re-Use Task Force in a timely manner. The MHC is prepared to take a leadership role in this effort.

The practice of appointing a Re-use Committee has been used most recently for the Maynard Country Club and in the past for the old Fowler School. It would be appropriate that the task force include representatives from various town offices and other committees with interest and/or expertise pertinent to this issue.

As one of the most significant historic buildings in Maynard still under control of the Town government, the Coolidge School building is eminently worthy of careful and thorough discussion about both its stewardship and its future.

Thank you for your attention to this matter.

Sincerely,

Jack MacKeen, Chairman

## More about the MTWFA Tree Warden of the Year Award

Organized in 1913 for the protection and preservation of trees, the Massachusetts Tree Wardens' and Foresters' Association is recognized as the nation's oldest urban and community tree protection organization.

### Award recognition

The MTWFA Awards Committee presents the Tree Warden of the Year Award at the

annual conference in January, where the recipient is

recognized and presented with a sculpture of a silver windswept tree.



The award announcement is published in the quarterly newsletter and on the website, [www.masstreewardens.org](http://www.masstreewardens.org). A press release is provided to the town and the local community newspaper. In the spring, an Arbor Day celebration in the home community includes a tree planting by the MTWFA in honor of the recipient.

### Previous Award Recipients

Ron Despres—Wellesley  
Seth Swift—West Springfield  
Gus Dube/Wes Osborne—Norwell  
Richard Hunter—South Hadley  
Edward Casey—Springfield  
Edward Budnik—Spencer  
Peter Flynn—Concord  
Arthur Jeseionis—Medford  
Dan Connolly—Orleans  
Peter Butkus—Duxbury  
William Hayes—Plympton  
Peter Bacon—Dalton  
Alan Snow—Amherst  
John Lavin—North Andover

# MTWFA

## Tree Warden of the Year 2015

# It's nomination time

## Annual award honors outstanding Tree Wardens



RETURN SERVICE REQUESTED

FIRST-CLASS MAIL  
U.S. POSTAGE PAID  
NORTHAMPTON, MA  
PERMIT NO. 13

Board of Selectmen  
Town of Maynard  
195 Main St.  
Maynard, MA 01754

Massachusetts  
Tree Wardens' and Foresters'  
Association  
P.O. Box 326 • South Hadley, MA 01075



0175402751 0004

[www.masstreewardens.org](http://www.masstreewardens.org)

**TREE WARDEN OF THE YEAR 2015  
NOMINATION FORM**

I would like to nominate the following Tree Warden for the  
**SETH H. SWIFT TREE WARDEN OF THE YEAR AWARD**

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_

Please tell us why you feel this person should be considered for the Association's award. We encourage you to attach additional sheets if necessary.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**www.masstreewardens.org**

Nominations are due by  
 December 1, 2014. Awards will be  
 presented at the MTWFA Annual  
 Conference on January 13, 2015  
 in Sturbridge.

*For more information  
 contact  
 781-894-4759 or  
 karen@masstreewardens.org*

**CONTACT INFORMATION OF NOMINATING PERSON**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_  
 Zip \_\_\_\_\_ Phone \_\_\_\_\_  
 Email \_\_\_\_\_



Application may be submitted via mail,  
 email, or fax to 413-315-3454  
**Massachusetts  
 Tree Wardens' and Foresters'  
 Association**  
 P.O. Box 326 • South Hadley, MA 01075

**TO: CITY MAYORS  
 TOWN COUNCILS  
 BOARDS OF SELECTMEN**

**October, 2014**

**Dear Government Leaders:**

During our 100+ year history, the Massachusetts Tree Wardens' and Foresters' Association (MTWFA) has been proud to support the professionalism of all our members. The Tree Warden of the Year Award was created in 2000 to recognize individual Tree Wardens who exhibit notable leadership, dedication, and commitment to the profession.

The Association's criteria for the award winner include the following:

- Holds the position of Tree Warden or Deputy Tree Warden in a municipality
- Actively participates in Tree City USA, the National Arbor Day Foundation's program
- Demonstrates active leadership and dedication to the protection of urban trees
- Educates the community about the importance of healthy urban trees
- Holds an annual Arbor Day celebration
- Shows commitment to the profession by volunteering with a tree-related organization

If your tree warden meets these criteria, we encourage you to fill out the attached nomination form to reward your community and this employee with well-deserved recognition. Thank you for supporting Massachusetts urban and community forests!

Cordially,  
 David Lefcourt  
 MTWFA President

*Please note: Each year we receive a number of nominations, and it is always a very difficult choice! If you've nominated your Tree Warden in the past and been disappointed, we encourage you to resubmit your nomination again this year.*



October 9, 2014

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



Dear Mr. Sweet:

In FY14 Minuteman Senior Services provided services to over 750 residents of Maynard at a total value of \$559,909. A detailed breakdown of the services used is attached.

As a non-profit Aging Services Access Point and Area Agency on Aging our mission is to help seniors and individuals with disabilities live in the setting of their choice by engaging community resources and supporting caregivers.

The majority of our funding comes from government grants and contracts which have not kept pace with the growing needs of the senior population in our 16 community region.

As you know, we coordinate our work with Councils on Aging and other local social service and health care providers and community safety personnel. A resident of your town is a voting member of our Board of Directors to assure that your community's interests are represented in our program planning and decision making.

We are grateful for the continued support received from your community. Your local assessment for FY16 is \$2,866 per year. It is based on the most recent federal census and adjusted annually by the Consumer Price Index. These funds are critical as they enable us to leverage federal funds and help pay for our extensive Senior Nutrition Program. If you have any questions regarding Minuteman Senior Services please call me. As always, we look forward to working with you.

Sincerely,

  
Joan Butler  
Executive Director

CC: Minuteman Board Member  
Director of Council on Aging

*Know us before you need us.*

[www.minutemansenior.org](http://www.minutemansenior.org)

26 Crosby Drive • Bedford, MA 01730 • 888-222-6171 toll free • 781-229-6190 fax • 781-275-1285 TTY



**Minuteman Senior Services** is a nonprofit organization, which has been helping people find practical solutions to long term care issues since 1975. Our goal is to help seniors, disabled adults and their family caregivers find the best available services that fit within family resources. We offer a wide range of services creatively designed to support the challenges of daily life and independent living. Some are free of charge, others are offered on a sliding fee scale or fee basis.

**In FY14 over 750 MAYNARD residents used Minuteman's services valued at \$559,909.**

**Information & Referral:** Resource specialists offer FREE advice and referrals from our extensive database of local, state and national resources. Assistance is available by telephone, email or a home visit by an experienced Care Advisor.  
**533 contacts served at a cost of \$11,871**

**Care Management & In-Home Care:** A range of programs for seniors designed to provide assistance with activities of daily living (bathing, dressing, etc.) for those who wish to remain in their own homes. Includes in-home assessment by a care manager, the development of a care plan, and delivery of approved services.  
**89 consumers served at a cost of \$441,583**

**Caregiver Support:** Services may include an in-home assessment, caregiver training and education regarding such areas as memory loss, home safety, respite care and fall prevention. Provides useful resources especially for working and long distance caregivers.  
**11 consumers served at a cost of \$556**

**Protective Services:** Social workers investigate reports of elder abuse, neglect, self-neglect and financial exploitation and work toward resolution.  
**39 consumers served at a cost of \$30,410**

**Transportation:** Providing rides to medical appointments and adult day health centers.  
**24 consumers served at a cost of \$536**

**Meals on Wheels:** A mid-day meal and daily check in by a friendly driver for those over 60 who are homebound and unable to prepare their own food.  
**51 consumers served at a cost of \$44,104**

**Senior Dining:** Centers in 12 locations offer seniors an opportunity to meet and enjoy a nutritious lunch.  
**8 consumers served at a cost of \$5,614**

**Nursing Home Screening:** Nurses determine clinical eligibility for nursing home placement for seniors on MassHealth and explore community options when appropriate and available.  
**58 consumers served at a cost of \$17,798**

**Long Term Care Ombudsman:** Trained volunteers visit nursing facility residents and assist with resolving problems and concerns.  
**0 consumers served at a cost of \$0**

**SHINE Health Benefits Counseling:** Trained counselors provide seniors with free, confidential counseling and accurate, unbiased information regarding health insurance and prescription drug options.  
**71 consumers served at a cost of \$3,747**

**Money Management Assistance:** Trained volunteers provide assistance with bill paying, budgeting and banking tasks.  
**3 consumers served at a cost of \$2,122**

**Senior Citizens Law Project:** Free legal assistance and education on issues such as public benefits, landlord tenant disputes and loss of independence.  
**7 consumers served at a cost of \$1,567**



*Acton – Arlington – Bedford – Boxborough – Burlington – Carlisle – Concord – Harvard  
Lexington – Lincoln – Littleton – Maynard – Stow – Wilmington – Winchester – Woburn*

Know us before you need us.

[www.minutemansenior.org](http://www.minutemansenior.org)

26 Crosby Drive • Bedford, MA 01730 • 888-222-6171 toll free • 781-229-6190 fax • 781-275-1285 TTY



## OFFICE OF THE SELECTMEN

Maynard, Massachusetts

### ONE-DAY SPECIAL PERMIT

December 6, 2014

*This permit is issued to*

**Nick Johnson, 978-897-9777**  
Maynard Business Alliance

*For the following purpose:*

***3rd Annual Holiday Sip & Stroll in Downtown Maynard.  
Maynard Business Alliance (MBA)  
From 6:00 to 8:00 PM***

*Subject to the conditions as herein stated:*

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

### Board of Selectmen

---

---

---

---

---



P.O. Box 693 • Maynard, MA 01754  
978-897-9777

October 10, 2014

Maynard Board of Selectmen  
195 Main Street  
Maynard, MA 01754

Dear Board Members;

The Maynard Business Alliance (MBA) requests a permit to hold a Holiday Sip & Stroll on Saturday, December 6, 2014 from 6-8 p.m. in downtown Maynard. We are estimating a crowd of 300. The MBA will coordinate with the Chiefs for all necessary details.

We also request permission to hire Dave's Landscaping from Hudson, MA to provide, maintain and put up holiday lights on 9 feet of garland and 18" red bows for 20 lampposts in downtown Maynard as we did last year. We would also like to decorate 3 crab apple trees in Memorial Park and there will be a donation of a 12-15 foot tree from some of the businesses that we will have Dave's Landscaping cable down and light also. We will also light the new bushes by the fence near Citizens Bank. We have met and spoken with Town Administrator Kevin Sweet and DPW Director Chris Okafor about the lighting of Memorial Park and the lampposts.

We are also asking for permission to decorate the center isle at the intersections of Main and Nason streets with lights and figures as we did last year. We are aware that there are site line issues and the decorations will be kept low. Dave's Landscaping will provide the town of Maynard with proof of liability insurance as they did last year. The MBA will cover the costs of the lights and the fees for putting up the lights and decorations. Your approval of these requests is gratefully appreciated.

Sincerely,

Nick Johnson  
MBA President



## **OFFICE OF THE SELECTMEN**

Maynard, Massachusetts

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

*This permit is issued to*

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

*For the following purpose:*

**Annual Veterans Day Parade on  
Tuesday, November 11, 2014  
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



Monday, October 13, 2014

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

Dear Sirs:

The Maynard Veterans Council is holding their annual Veterans Day Parade on Tuesday, November 11, 2014, and would like a permit for this purpose.

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

The parade route is as follows:

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

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

Sincerely,

*Marge Iannuzzo*

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



## Maynard Veterans Council

51 Summer Street Maynard, MA 01754



Monday, October 13, 2014

Chief Anthony Stowers  
Maynard Fire Department  
1 Summer Street  
Maynard, MA 01754

Dear Chief Stowers:

The Maynard Veterans Council holds their annual Veterans Day Parade on Tuesday, November 11, 2014. We cordially invite the members of the Maynard Fire Department to join us in our commemoration.

The parade route is as follows:

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

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

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

Sincerely,

*Marge Iannuzzo*

Marge Iannuzzo, Past Commander  
Maynard Veterans Council  
978.897.9091 / [miann46@gmail.com](mailto:miann46@gmail.com)



## Maynard Veterans Council

51 Summer Street Maynard, MA 01754



Monday, October 13, 2014

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

Dear Chief Dubois:

The Maynard Veterans Council holds their annual Veterans Day Parade on Tuesday, November 11, 2014. We cordially invite the members of the Maynard Police Department to join us in our commemoration.

The parade route is as follows:

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

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

In case of foul weather, we will hold the ceremonies in Patriot Hall. We sincerely hope that you and your members will be able to join us.

Sincerely,

*Marge Iannuzzo*

Marge Iannuzzo, Past Commander  
Maynard Veterans Council  
978.897.9091 / [miann46@gmail.com](mailto:miann46@gmail.com)



**OFFICIAL PROCLAMATION**

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF MAYNARD**

**WHEREAS:** **Joey Westerman** has been an active member at the Boys & Girls Club of Assabet Valley for the past 12 years and;

**WHEREAS:** **Joey** has fulfilled many rolls at the club assisting with youth activities, boys programs, an amazing volunteer, and a great role model and staff member and;

**WHEREAS:** **Joey** is a new student at Merrimack College studying Civil Engineering and playing baseball.

**NOW, THEREFORE, WE,** the Maynard Board of Selectmen do proclaim Saturday, November 15<sup>th</sup> as:

**“Joey Westerman Day”**

in the Town of Maynard and do hereby congratulate **Joey** on him being named **2014 Youth of the Year** by the Boys & Girls Club of Assabet Valley and offer our thanks for his community service.

Given in the Selectmen’s Chambers this twenty first day of October, in the year two thousand and fourteen

**Maynard Board of Selectmen**

---

William Cranshaw

---

Jason Kreil

---

David Gavin



Date: **October 7, 2014**

**Madeline Lukashuk  
9 Martin Street  
Maynard, MA. 01754**

*You are hereby appointed*

**Board of Registrars**

*Term expires: June 31, 2015*

FOR THE

**TOWN OF MAYNARD**

To hold office during our pleasure, or our term.

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

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



Date: **October 7, 2014**

**C. David Hull  
279 Great Road  
Maynard, MA. 01754**

*You are hereby appointed*

**Board of Registrars**

*Term expires: June 31, 2016*

FOR THE

**TOWN OF MAYNARD**

To hold office during our pleasure, or our term.

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

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



Date: **October 7, 2014**

**Deborah Collins  
19 Deer Path  
Maynard, MA. 01754**

*You are hereby appointed*

**Board of Registrars**

*Term expires: June 31, 2017*

FOR THE  
**TOWN OF MAYNARD**

To hold office during our pleasure, or our term.

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

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



Date: **October 7, 2014**

**Charles T. Shea  
1 Lantern Lane  
Maynard, MA. 01754**

*You are hereby appointed*

**Board of Registrars**

*Term expires: June 31, 2017*

FOR THE

**TOWN OF MAYNARD**

To hold office during our pleasure, or our term.

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

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_  
Town Clerk



**October 21, 2014**

**Daniel Gould**

*You are hereby appointed*

***Special Police Officer***

*For a period of two years  
Term Expires June 30, 2016*

**FOR THE**

**TOWN OF MAYNARD**

To hold office during our pleasure, or our term

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_



October 21, 2014

**Brittany Eager**

*You are hereby appointed*

***Special Police Officer***

*For a period of two years  
Term Expires June 30, 2016*

FOR THE

**TOWN OF MAYNARD**

To hold office during our pleasure, or our term

**BOARD OF SELECTMEN**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Sworn: \_\_\_\_\_

\_\_\_\_\_

## Legal Notices

Keene Avenue

### Legal Notice Maynard Planning Board

Pursuant to Massachusetts General Laws, Chapter 40A s.3, the Maynard Planning Board will hold a public hearing on **Tuesday, October 14, 2014** at 7:00 p.m. at the Maynard Town Building, 195 Main Street, Maynard to hear all persons interested in the petition filed by H-Star Engineering, Inc., 200 Greenville Road, North Ipswich, N.H. 03071, requesting approval of a Definitive Subdivision for property identified on Property Assessor's Map 19, Parcels 49, 52 and Keene Avenue (paper street). The applicant is requesting creation of six residential lots.

A copy of the application package is on file with the Office of Municipal Services Office, Planning Division during normal business hours.

Bill Nemser, AICP, LEED AP  
Town Planner

AD#13178732  
Beacon Villager 9/25, 10/2/14

### 51R Main Street, Maynard 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, October 21, 2014 at 7:15 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building on the application of transfer of an All Alcohol as a Common Victualler License from Skylight LLC at 51 Waltham Street, Maynard, MA to El Huipil Restaurant, Inc. at 51R Main Street, Maynard, MA. A copy of the application is on file in the Municipal Services/Licensing Division office.

Selectman William Cranshaw  
Selectman David Gavin  
Selectman Jason Kreil

AD#13181597  
Beacon Villager 10/2, 10/9/14

Muscular Dystrophy Association

Where Hope Begins

**MDA**

1-800-FIGHT-MD  
www.mdausa.org

### 193 Main Street, Maynard 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, October 21, 2014 at 8:00 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building on the Application for Transfer of a Wine & Malt Package Store License from Russell's Convenience Store, Inc. to J. Salamone Enterprises, Inc. at 193 Main Street, Maynard, MA. A copy of the application is on file in the Municipal Services/Licensing Division office.

Selectman William Cranshaw  
Selectman David Gavin  
Selectman Jason Kreil

AD#13182278  
Beacon Villager 10/2, 10/9/14

To  
place  
a  
legal  
ad  
call  
Carol

(781)

433-7903