



**AGENDA**  
**Maynard Board of Selectmen Meeting**  
**Tuesday, January 20, 2015**  
**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) January 6, 2015

**3. Correspondence**

- a) Fire Depart, monthly report Dec 2014
- b) Police Depart., monthly report Dec. 2014
- c) DPW, monthly report Dec. 2014
- d) Letter from Governor C. Baker, Chapter 90 funds increased
- e) Memo from TA, K. Sweet, PTO days.
- f) Notice of meeting, COA, 1-8-15
- g) Notice of meeting, MCC/MRC, 1-8-15
- h) Notice of meeting, School Committee, 1-8-15
- i) Notice of meeting, Planning Board, 1-13-15
- j) Notice of meeting, Cultural Council, 1/15/15
- k) Notice of meeting, Historical Commission, 1/20/15
- l) Notice of meeting, Board of Assessors, 1/20/15
- m) Notice of meeting, Kick-off for Coolidge School Re-use Task Force
- n) Notice of meeting, ConsCom, 1/20/15
- o) Notice of meeting, Joint Budget meeting. 2/14/15
- p) Notice of event, Metro Best, 1/30/15
- q) Notice 29<sup>th</sup> Annual Hudson Comm Fest, Sat. June 6, 2015
- r) Notice NSTAR, rate change increases
- s) Notice Northeast Utilities, name change EVERSOURCE ENERGY 1-7-15
- t) Certified mail from Catanzaro and Allen, Public Record Request.
- u) Notice Assabet Valley Chamber, March 7, 2015
- v) Facilities Manager Job posted with MMA and Town.

# **AGENDA**

## **Maynard Board of Selectmen's Meeting**

### **January 20, 2015**

- w) Letter from School, estimated Space for Enrollment increases, dated 12/4/14.
- x) Save the date notice from B& G Club Golf Tournament, 5/18/14

**4. Consent Agenda**

- a) OARS, One Day request to Sell Wine & Malt at Fund raiser, 3/3/15 Fine Arts Theatre

**5. Introduction COA Director, Amy Loveless**

**6. Discussion with Whole House Group, LLC. Battle Road Brewing**

**7. Assabet River Rail Trail Preliminary Design Discussion**

**8. Set the date, time and place for the Annual and Special Town meeting.**

**9. Liquor License Home rule update**

**10. FY16 Budget Update**

**11. Economic Development Updates**

**12. Town Administrator Report**

**13. Chairman's Report**

**14. Old/New Business**

**15. Adjournment (9:00)**

Respectfully submitted,



**Kevin Sweet, Town Administrator**

Next meeting date(s):

Regular Meeting – February 3, 2015 and Special Joint Budget meeting, February 14, 2015

**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, January 6, 2015  
Room 201, Town Hall  
Time: 7:00 pm**

**Present: Chair, Bill Cranshaw, Selectman Jason Kreil, Selectman David Gavin, Selectman Chris DiSilva, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca.**

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

**Pledge of Allegiance**

**Public Comments – no comments**

**Acceptance of Minutes, December 16, 2014**

**A motion was made by Selectman Gavin to accept and approve the minutes of December 16, 2014. Second by Selectman Kreil. Vote 4-0-1. (Cranshaw abstained) Motion approved.**

**List of Correspondences (mail to the Selectmen's Office for January 6, 2015).**

- a) Town Accountant, monthly report Nov. 2014
- b) Assessor report with Aug, Sept, Oct. and Nov. 2014
- c) Notice, Planning Board meeting, 1-6-15
- d) Notice, Economic Development Committee meeting. 1-6-15
- e) Notice, Conservation Commission meeting 1-6-15
- f) Letter from resident Matthew Johann, issue with Green Meadow Parking lot
- g) Letter dated 12/18/14, Catanzaro and Allen, 129 Parker Street
- h) Letter dated 12/31/2014, Huggins and Witten, 129 Parker Street
- i) Letter Mass minimum wages effective 1- 1- 2015
- j) OARS, email information about programs
- k) MAPC, email, save the date MAPC open house, 1-27-2015
- l) Notice Veterans and Widows entitlement

**A motion was made by Selectman Cranshaw to accept the list of correspondences A-L as listed in the agenda. Second by Selectman DiSilva. Vote 5-0. Motion approved.**

**Ad-Hoc appointment renewals for 2015, Town's School Building Committee.**

Justin Hemm is the School Committee's choice to replace their past member.

**A motion was made** by Selectman Gavin to accept and appoint Justin Hemm, School Committee to the Town's School Building Committee term December 31, 2015. Second by Selectman DiSilva. Vote 5-0. Motion approved.

**Appointments****a) Coolidge School Re-Use Task Force**

TA, Kevin Sweet made recommendations to support all the candidates for the Coolidge School re-use task force

**A motion was made** by Selectman Cranshaw appoint Jack MacKeen, representative for Economic Development Committee, Ken Neuhauser, representative for Historical Committee, Timothy Hess, representative for Cultural Council, Rick Lefferts, representative for Community Preservation Committee, Lee Acker, representative for Council on Aging, Sally Bubier, an at-large member, and Vicki Brown Stevens, an at-large member, to the Coolidge School Re-Use Task Force with a term ending June 30, 2015. Second by Selectman DiSilva. Vote 5-0. Motion approved.

**b) Cultural Council, new appointment, Heather Western**

Board received email from Heather back on Dec 11, 2014 with a request to be appointed to CC. She met with CC group; all are good with having Heather join CC. Heather Western commented to Board that she purchased a home in Maynard back in October. One of her reason for picking Maynard is the Downtown. Her mother is on the CC in another town and she thinks it will be fun to work with our Town's CC.

**A motion was made** by Selectman Cranshaw to accept and appoint Heather Western, to the Cultural Council with a term ending June 30, 2017 Second by Selectman Gavin. Vote 5-0. Motion approved.

**Ratification of Fire Chief Contract**

TA, Kevin Sweet made comments that the changes made to this new contract make it more in line with other contracts for non-union employees.

**A motion was made** by Selectman Gavin to approve employment agreement between the Town of Maynard and Fire Chief Anthony Showers with a term ending June 30, 2018. Second by Selectman DiSilva. Vote 5-0. Motion approved.

**7:15 pm Public Hearing: Liquor License Transfer, Merai Liquor 129 Main Street**

Legal notice read into record; Notice is hereby given, in accordance with Mass General Laws, Chapter 138, as amended that a Public hearing will be held on Tuesday, January 6, 2015 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 a Wine and Malt, Alcohol as a Common Victualler License from the Thai

Sura-Merai, LLC to Maynard Spirits, LLC d/b/a Merai Liquors at 125 Main Street, Maynard, MA. A copy of the application is on file in the Municipal Services Licensing Division office.

At 7:15 pm, Sel. Cranshaw motioned to open the hearing. Second by Sel. Kreil. By roll call vote, all five members voted in favor.

Applicate discussed interest in purchasing business and introduced proposed manager. After discussion of errors in legal notice regarding business address and the type of license, applicant requested that no action to taken and indicated that application would be resubmitted later.

At 7:30 pm, Sel. Cranshaw motioned to close the hearing. Second by Sel. Kreil. By roll call vote, all five members voted in favor.

### **Police Department Promotional Appointments**

Chief DuBois read letter from Emerson Hospital, regarding one of his officers that saved a man's life. Officer Todd Fletcher. "Dispatch received call on Dec 12<sup>th</sup> at 11:10 A.M.; officer arrived on scene and did CPR, once fire department arrive they used defibrillator on man and transported to Emerson". Emerson's letter was to thank him for this life saving abilities. We thank him. Thank you, Officer Todd Fletcher.

### **Promotion Process**

Police used the service of Badge Quest, Inc. administered 100 questions written multiple-choice examination for Police Sergeant and Lieutenant examine. The candidates were scored on the following knowledge, skills, in addition, Abilities Leadership, Communication, Judgment, Integrity, Interpersonal Relations, Management Control, Initiative/Decisiveness, Planning and Organization.

**A motion was made** by Selectman Cranshaw to promote Michael Noble to the rank of Lieutenant as of January 6, 2015. Second by Selectman Gavin. Vote 5-0. Motion approved.

**A motion was made** by Selectman Cranshaw to promote William Duggan to the rank of Sergeant as of December 1, 2014. Second by Selectman Egan. Vote 5-0. Motion approved.

**A motion was made** by Selectman Cranshaw to promote Paul Maria to the rank of Sergeant as of January 6, 2015. Second by Selectman DiSilva. Vote 5-0. Motion approved.

### **FY16 Budget Update**

TA, K. Sweet said that he did not have a lot to provide at this time. He did add to Drop box information on current revenue data and the general funds. We are still working to hide the \$200,000.00 for the residential tax savings as requested per Board but do not know if we can stand behind that figure. Our biggest increases are from the School, DPW and COA. The insurance percent from MIIA will be voted at the Annual Meeting in Jan. 2015. We have schedule to meet with Toby Fedder on the new water and sewer rates next week. At the Finance, meeting on the 12<sup>th</sup> it will be their first time looking at the budget.

### **Economic Development updates**

- EDC meeting today. "Work groups" are formed and will meet independently, will coordinate at monthly meetings with full committee.
- PB meeting tonight, working to clean up issues with applicant on the Keene Ave issues, tree trimming.

- 49-51 Waltham Street has revised plan 6 = 2 family homes. They also purchased a single family home on Arthur Street.
- No information from Brewery folks had article in paper they have office in the mill at this time. It is still in the plan for Town.
- Liquor licenses requested for town still in the plan. Town council has the drafted paper work for the home rule petition.
- CTP, no change and no updates for the closing date with new owner.

#### **TA, Kevin Sweet report**

- COA Director hired. First day January 20<sup>th</sup>, she will be attending that night's BOS meeting. I can provide overview of search but it would be better when we introduce her. Amy worked with the Marlboro COA for a long time. Her next current job was with Summit Health Care. Gavin comment that he knew about that program and very happy to know we have employee from there.
- COA at MGC is coming along well. Will be ready for the Open house 1/22/15.
- COA member, Tom Papson passed away this week. Services to be scheduled later.
- Facilities Manager Position is posted with Town Clerk, MMA, and other sources. We hope to have resumes in by 1/20/15 and have replacement in by March 1, 2015.
- Golf Course bids in by 1/8, 11 companies took out the packages, 3 attended the walk thru.
- OARS, Assabet River (Tsongas River Day 2014: Rochelle Lerner, MHS teacher, and David Marks, Maynard resident and dedicated OARS volunteer, received Congressional Recognition for their work promoting environmental stewardship from Representative Niki Tsongas.

#### **Chair Report**

- Request copy of response to Mary Brannelly for BOS.
- Would like update on the 129 Parker Street meeting on 1/5/15, BOS member CD will advise.
- DEP meeting, do we have a scheduled meeting? TA – date will either be 1/20, 2/3 or 2/17 it is not confirmed yet.

#### **New/Old Business:**

##### Selectman Egan:

- CPC has scheduled a meeting for 1/21 to start bring in applicants for the projects selected for this coming year. BOS asked if their projects where in line, yes per TE.

Selectman Cranshaw commented that the Feds have a grant available for town projects providing transportation access to federal lands such as the wildlife refuge. He volunteered to help write grant if there is an applicable project.

##### Selectman DiSilva:

- 129 Parker Street, meeting held on 1/5/15. Speaker, Ken Estabrook, gave his perspective, builders, council, site plan, NBOD all still set but the builder does not want to work with that approved plan. Town Planner BN to contact and work with Developer.

##### Selectman Gavin:

- Message in Corr. Regarding the Green Meadow parking lot issue, in the past he worked with B. Chetwynd. It was a nightmare. TA and Bob Gerardi want to work out a long-term plan.

Selectman Kreil:

- Welcomed back Cranshaw

Executive Session

**A motion to convene** an executive session was made by Selectman Cranshaw and duly seconded by Selectman Gavin. The purpose of the meeting is the approval of executive session minutes.

Roll call:

Gavin	Yea
Egan	Yea
DiSilva	Yea
Cranshaw	Yea
Kreil	Yea

After the Executive Session, the meeting will not reconvene.

**A motion** to adjourn the meeting was made by Selectman Cranshaw. Second by Selectman Gavin. Vote 5-0. Motion approved.

Time: 9:48 pm

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

Date:

\_\_\_\_\_  
Selectman, Jason Kreil, Clerk

Initials: BJM



# MAYNARD FIRE DEPARTMENT

Fire Chief  
Anthony Stowers

## Monthly Report

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### DECEMBER 2014

#### FIRE RESPONSE AND OTHER FIRE DEPARTMENT ACTIVITIES

Number of requests for service from December 1 to December 31, was 137 resulting in over 250 emergency responses and a total of 657 additional activities or service requests for the month. The requests break down for the month break down as follows:

Fire and Emergency Incidents:	137
In-house Training Classes/other training:	26
Fire Safety Inspections-Pre-fire Plans other Fire prevention	80
Administrative/Other:	453
Maintenance	98
Total for December:	794

#### TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 166 hours of on-shift training this month in a variety of topics such as driver/operator, Fire Safety Surveys, Leadership Development, Rescue Operations, RIT, Fitness and hydrant operations, and building familiarity with walks through multiple buildings among other topics. Additionally members completed approximately multiple hours of off-site training. 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

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.

We have continued making considerable progress with our Records Management Software program. This month we enhanced the scheduling and vehicle maintenance modules.

We are working with the Insurance Service Office (ISO) on a periodic audit of fire protection capabilities for the town of Maynard.

## ACTIONS OF NOTE:

We were fortunate to be visited by Selectman DiSilva this month. We gave him a tour of the fire station and explained some of the things we do here at the fire department in addition to emergency response. A reminder to all Selectman that they are welcome to visit the fire station for a tour anytime!

Captain Kiley made some kitchen safety presentations to our seniors this month to rave reviews.

We have completed the last of our annual 304 inspections, again, very few problems this year in relation to years past.

We have signed off on a new fire alarm system and renovated sprinkler system at 86 Powder Mill Road, home of the new Advanced Auto Parts Store.

We are working with the developer at 109 Powder Mill Road on site safety issues as well as building changes and upgrades.

We have scheduled meetings with the Council on Aging in order to build a partnership of safety for our seniors. We have been awarded our typical SAFE Grant his year, but we were also awarded a Senior SAFE Grant to help us get education programs out to our senior. We hope to work with the Council on Aging and their new director in the coming months to begin that process.

We are continuing to aggressively pursue grant funding from multiple sources, in fact we submitted 2 Grants totaling 1.1 Million Dollars to the Federal Government in December, lets keep our fingers crossed. This would be a tremendous benefit to the town in terms of much needed equipment and financial relief.

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



## **Maynard Police Department**

Chief Mark W. Dubois

To: Board of Selectmen

### Monthly Report – December 2014

The Police Department successfully assisted with several town events in December, the annual Sip and Stroll followed by the Old Fashioned Christmas Holiday Parade. Both community events were highly attended and without any incidents.

The Annual Maynard Police Toy Drive organized by Officer Greg Balzotti helped over fifty families this year. The Toy Drive is so successful every year because of the dedication and incredible effort by Officer Balzotti. A final report will be forwarded shortly.

The departments new message board trailer has been parked at the intersection of Great Road and Parker Street and is available for all community notices.

On December 30<sup>th</sup> we held a luncheon for Lieutenant James Dawson on his last day of work before his well-deserved retirement. Lt Dawson devoted 32 years of service to the Town of Maynard and the Police Department. Lt Dawson was an incredible asset to the Police Department with his intimate knowledge of every aspect of our operation, his devotion to the community, and incredible professionalism. He is going to be sincerely missed by all that had the pleasure of working with him. We all wish him the best in retirement and hope to see him often while he continues working part time as an auxiliary officer.

Attached are the police department statistics for December 2014

Respectfully submitted,

Mark Dubois

### Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Call/Abandoned/Hang up	0	22	22
Alarm Fire/Smoke/CO	0	9	9
Alarm - Business	1	14	15
Alarm - Residential	0	7	7
Animal Complaint	2	20	22
Area check	311	6	317
Assault	0	1	1
Assist Citizen	0	29	29
Assist Fire Dept.	0	2	2
Assist Other Agency	0	6	6
Attempt to locate	0	1	1
B & E (Past)	0	2	2
Prisoner Cell Checks	0	21	21
Building Check	248	0	248
Chemical Spill/Leak	0	1	1
Cruiser Maintenance	6	0	6
Court Paperwork Received	0	8	8
Civil Dispute	0	7	7
Disturbance	0	9	9
Disabled MV	4	4	8
Domestic Disturbance	0	1	1
Escort / Transport	1	3	4
Environmental	0	9	9
Family Matter/Civil Matter	0	2	2
Fire, Structure	0	1	1
Follow Up Investigation	2	3	5
Fraud	0	2	2
General Service	0	22	22
Harassing / Harassing Calls	0	7	7
House Check	7	0	7
Hazard	0	2	2
ID Check	0	2	2
Identity Theft	0	4	4
Investigation	1	2	3
Larceny	0	2	2
Medical Emergency	1	55	56
Missing Person	0	1	1
Missing Person Located	0	1	1
M/V Accident w/ no injury	1	9	10
M/V Accident, w/Injury	0	1	1
M/V Complaint	0	20	20
M/V Accident; Hit & Run	0	6	6
Motor Vehicle Stop	204	2	206
Motor Vehicle Violation	6	0	6
Notification	0	4	4
Open door	3	1	4
Serve Paperwork	5	5	10
Parking Complaint	116	3	119
Personel Entry	0	12	12
Property Damage	0	1	1
Found / Lost Property	0	18	18
PRISONER TRANSPORT	0	1	1
Private Tow/Repossession	0	1	1
Radar Enforcement	159	0	159
Serve Restraining Order	0	3	3
Section 12/Psych.Emergency	0	4	4
Shoplifting	1	0	1
Serve Summons	1	2	3
Suspicious Person	4	5	9
Suspicious Activity	3	14	17
Suspicious Vehicle	3	7	10

**Maynard Police Department  
Dispatch Analysis**

Traffic Enforcement	72	0	72
Truancy	0	1	1
Test Call	0	2	2
Undesirable	0	3	3
Vandalism	0	3	3
Serve Warrant	1	3	4
Well Being Check	0	12	12
Wire Down/Tree Down	0	3	3
<b>TOTAL</b>	<b>1163</b>	<b>434</b>	<b>1597</b>

**Call Action Breakdown**

<u>Call Action</u>	<u>Self Init</u>	<u>Dispatched</u>	<u>Total</u>
Section 12 Issued See Report	0	1	1
Area Checked	537	7	544
Assisted, Fire Dept. transport	1	32	33
Animal Control Off. Notified	0	14	14
Arrest(s) Made	17	6	23
Assisted	2	62	64
Building Checked / Secured	39	5	44
Citation ( Fine ) Issued	27	1	28
Checked Ok	5	42	47
Criminal Complaint (Summons)	6	0	6
Could Not Locate	2	8	10
Citation ( Warning ) Issued	114	0	114
DPW Notified	1	9	10
False Alarm	0	7	7
Gone On Arrival	0	12	12
Logged	224	58	282
No Action Required	27	6	33
Notification Made	6	8	14
Party Advised	2	9	11
Protective Custody	1	2	3
Party Spoken To	6	29	35
Parking Ticket Issued	26	1	27
Received / Recovered Property	0	1	1
Restraining Order Filed	0	1	1
Prisoner Released / Transport	0	19	19
Report Filed	1	53	54
Refused Transport	0	1	1
Served In Hand	0	7	7
Service Made	2	1	3
Services Rendered	0	1	1
Transported to Hospital	0	22	22
Unfounded	1	1	2
Unable to Serve	4	4	8
Vehicle Towed	2	3	5
Verbal Warning	110	1	111
<b>TOTAL</b>	<b>1163</b>	<b>434</b>	<b>1597</b>



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

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**Administration**

**Highway**

**Water & Sewer**

**WWTP**

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To: Board of Selectmen

From: Christopher Okafor, Operations Manager

Date: January 15, 2015

Re: Monthly Report – December 2014

**Administration: Submitted by Christopher Okafor, Operations Manager**

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

- Analysis of DPW – ongoing
- Personnel Management - ongoing
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- Scheduling various training programs - ongoing
- Parks maintenance - ongoing
- Glenwood Cemetery maintenance - ongoing
- Monitoring Trash/Recycling programs Contract - monthly meeting with contractor
- Monitoring WWTP Contract - meeting with Veolia - ongoing
- Working with BETA Engineering on Roads Improvement plans (CIP)
- Recoating of the steel water tank – Contract Monitoring
- Working with Woodard & Curran on the bid documents for exterior recoating of the concrete water storage tank
- Preliminary discussions with VHB on potential installation of a Transfer Station Facility – ongoing
- UST Program -Underground Storage Tanks Inspection - ongoing
- FY16 Roadway Improvement Plan - ongoing
- Tree Works – various locations

- New Water Source Investigation with Woodard & Curran – ongoing
- Winter Season Readiness - ongoing
- Snow & Ice Removal - ongoing
- 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
- Daily water treatment plant rotation and operations
- DEP water quality testing
- Town wide meter read
- Water leak at 69 Powder Mill Road. NSTAR drilled through the house service. Water department dug it up and made necessary repairs.
- Installed a hydrant extension at 37 Reo Road
- Routine jetting and cleaning of sewer lines on trouble spots
- Sewer block at 28 Randall Road
- Sewer block at Middlesex Bank on Powder Mill Road
- 3.1 million gallon steel tower recoated and lined the inside passed all DEP sampling now online.

**Highway Division:                        Submitted by Joe Foster, Foreman**

- Finished the second town wide sweep
- Treated and or snow plowed streets during three weather events. Also, treated sidewalks approximately eight times
- Purchased 600 ton of treated road salt
- Cold patching potholes town wide
- Turned the leaf pile at the Summer Street leaf dump
- Paved a water trench at Main and Mill and on Summer Hill Road
- Turned new LED street lights up
- Repaired concrete sidewalks on Parker, Florida, Acton and Powder Mill Road
- Installed street signs and stop signs

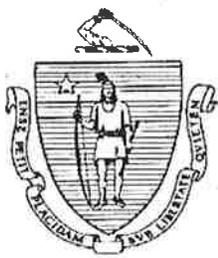
We continued to assist other Departments and groups as needed with manpower and or equipment as requested. Assisted cemetery department with funeral, putting out barricades for Christmas parade and cleaned downtown business district for Sip & Stroll.

**Parks/Forestry/Cemetery Division: Submitted by Marc Currier, Foreman**

- During the month we had three full burials
- Started with the Christmas chipping at the Boys and Girls Club
- Continued tree trimming at the cemetery
- Clean up tree branches town wide
- Reo Park clean up
- Cleaned trash at all parks and the downtown barrels
- Started cleaning the shed and making repairs at the cemetery
- Removed the old fence at the Boys and Girls Club
- Removed flowers at the cemetery
- Sanding at the cemetery as needed
- Tree trimming and clean up behind the cemetery shed

**Waste Water Treatment Plant: Submitted by Gerald Ballentine, Chief Operator, Veolia**

- Placed flow to tertiary treatment with no equipment or chemical usage
- Corrected problem with GT - % solids still 2 – 4%
- Reduce sludge loads only 20 loads for the month
- CMMS– continued creating task
- Continue cleaning of facility
- Service equipment in tertiary (motor greasing )
- Hypochlorite system problem – found section of tubing with a crystalize coating on inside of tubing – 4 inch section of tubing had this coating collapsed – replaced tubing – waiting for connectors to arrive – set-up temporary hypochlorite dosing system in co-mag using 55 gallons drums of hypochlorite
- 1 permit exceedance – high chlorine residual due to over inoculating chlorine contact chambers with hypochlorite – occurred on day of hypochlorite system problems
- Flows steady increase during the month as rainfall increased
- Conducted laboratory analyses as required
- Conducted daily equipment rounds
- Generator problem – would not transfer power – breaker tripped
- Replaced modular in PLC #2 – primary pumps would only run in hand mode



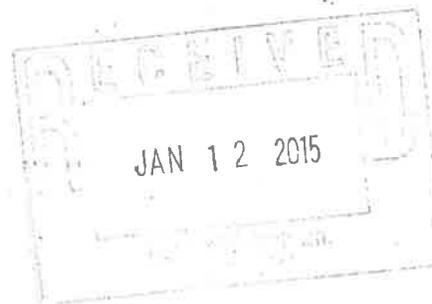
OFFICE OF THE GOVERNOR  
**COMMONWEALTH OF MASSACHUSETTS**  
STATE HOUSE • BOSTON, MA 02133  
(617) 725-4000

**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

January 8, 2015

Mr. William Cranshax, Chair  
Town of Maynard  
195 Main Street  
Maynard, MA 01754



Dear Mr. Cranshax:

We are pleased to inform you that the Chapter 90 local transportation aid funding for Fiscal Year 2015 has increased from \$200 million to \$300 million statewide.

This letter certifies that the **Town of Maynard's** Chapter 90 apportionment for Fiscal Year 2015 has been increased from **\$250,129** to **\$375,194**. This apportionment will automatically be incorporated into your existing 10-Year Chapter 90 contract, which will soon be available on the MassDOT website. <http://www.massdot.state.ma.us/chapter90>.

We look forward to working closely with your community to ensure the continuing success of the Chapter 90 program in the years to come.

Please feel free to contact Matthew Bamonte at (857) 368-9151 with any questions you may have regarding the Chapter 90 program.

Sincerely,

A handwritten signature in black ink that reads "Charles D. Baker".

Governor



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

**Kevin A. Sweet**  
Town Administrator

**Andrew Scribner-MacLean**  
Assistant Town Administrator

**MEMORANDUM**

**To:** Board of Selectmen  
**From:** Kevin Sweet, Town Administrator   
**Date:** January 7, 2015  
**Re:** **Vacation Notice - Fiscal Year 2015**

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

- *February 3-6, 2015*
- *February 19 & 20, 2015*
- *March 12 & 13, 2015*
- *April 22-24, 2015*

As always I will continue to make myself available via cell phone and email during this time to respond to imminent issues that may arise.

*Respectfully Submitted:*  
Kevin Sweet, Town Administrator

Date Posted: January 2, 2015

**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)

**Council on Aging**

Address of Meeting: **Maynard Country Club, 50 Brown St, Maynard**  
Room: **Main Dining Area**

Thursday, January 8, 2015

10:00 am

**M T W T H F**

Month

Date

Year

Time

AM/PM

Agenda or Topics to be discussed listed below:

1. Approval Minutes of previous meeting (s):
2. Introduction of new COA Director, Amy Loveless
3. Grand Opening of Senior Center, Thursday, January 22, 2015
4. Matter of Balance Class: Informational Meeting, March 25, 2015; Eight classes start April 1, 2015
5. Guest Speaker: Chief Anthony Stowers, Maynard Fire Department

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: John R. Edson

Posted by: John R. Edson, Chairperson, Council on Aging

Date: January 2, 2015

Date Posted \_\_\_\_\_

TOWN OF MAYNARD

MEETING NOTICE

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

MAYNARD CITIZENS CORP/MEDICAL RESERVE CORPS

Address of Meeting: Town Hall

Room: Municipal Services Meeting Rm

M T W Th F January 8, 2015  
Day of Week      Month      Day      Year

Time: 6:30pm

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

1. Approve Minutes of Previous Meeting(s): November 2014
2. Region 4A / MEMA updates:
3. Town Updates:
4. Newsletter:
5. Old Business:  
    Appreciation / Connection Dinner  
    Training
6. NEW BUSINESS TOPICS:  
    Calendar for 2015
6. Other:  
    MRC Room
8. Adjourn –

**NEXT MEETING: February 12, 2015 at 6:30 PM in Municipal Services Meeting Room**

**THIS AGENDA IS SUBJECT TO CHANGE**

**CHAIRPERSON(S)**

John Flood  
Mary Ellen Quintal

# MAYNARD PUBLIC SCHOOLS

3-R Tiger Drive, Maynard, MA 01754

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



**Robert J. Gerardi, Jr. Ph.D.**

Superintendent of Schools

Voice: (978) 897-2222 Fax: (978) 897-4610

email: [rgerardi@maynard.k12.ma.us](mailto:rgerardi@maynard.k12.ma.us)

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## MAYNARD PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING FOWLER SCHOOL

**January 8, 2015**

(The School Committee may vote on all items listed on this agenda)

### AGENDA

**7:00 P.M.**

1. Minutes
2. Chairman's Report
3. Superintendent's Report
4. Student Representative Report
5. Citizen's Comments
6. Maynard/Bromfield Co-op Non-Renewal
7. Student, Teacher, and Administrator Travel/Learning Opportunities through EF Tours
8. Innovation and the Future of Education - June, 2015
9. Superintendent's Mid-Year Evaluation
10. School Committee transfer of Coolidge School Building to the Board of Selectmen
11. FY16 Budget
12. Policies 1st Reading
  - a. 215 215.1 Public Complaints
  - b. 231 231.1 Fundraising
  - c. 311 311.1 School Transportation
  - d. 331 Admission Charges/Donations to School-Sponsored Events
  - e. 410 Family and Medical Leave Act (FMLA Leave)
  - f. 516 Promotion and Retention of Students
  - g. 562 562.1 .2 Student Activities/User Fees
  - h. 637 637.1 Child Abuse And Neglect And Reporting Procedures
  - i. 646 646.1 School-Based Public Access Automated External Defibrillation Program
  - j. 707 707.1 Display of Advertising Signs at Alumni Field by Commercial and Non-commercial Organizations
13. 2nd Reading
  - 215 215.1 Public Complaints
  - 637 637.1 Child Abuse And Neglect And Reporting Procedures
14. Citizen's Comments
15. Members Comments/Questions

**Chairperson: William Kohlman**

**Posted by: Colleen Moore**

**Date: 01/05/15**



**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)

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***Planning Board Meeting Agenda - 7:00 PM January 13, 2015***  
***195 Main Street, Maynard - Room 201***

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

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

**3. Approval of minutes**

**4. Public Hearing:**

- a. Request by Acton Survey & Engineering for Planning Board determination of an Approval Not Required request for the properties located at 61 Butler Ave (Map 15, Parcel 169) and 4 Wood Lane (Map 15, Parcel 202). The proposed ANR transfers a portion of the property to the adjacent parcel at 61 Butler Ave.
- b. Request by Skylight, LLC., for Planning Board determination of an Approval Not Required request for property located at 30 Arthur Street. (Map 20, Parcel 23). The proposed ANR transfers a portion of the property to the adjacent parcel at 49-51 Waltham Street.
- c. Recommencement of the hearing/application filed by Skylight, LLC., 20 Main Street, Acton, MA 01720 for the property located at 49-51 Waltham Street (Map 15, Parcel 230 and Map 20 Parcel 23) for a Special Permit allowing construction of multi-family dwellings within the Business Zoning District.

**5. Other Business**

**6. Town Planner Update**

**7. Correspondence**

**8. Adjourn**

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

*Kevin Calzia, Chairperson*

*Posted by: Bill Nemser, Town Planner*

*Date: January 7, 2015*

11 January 2015

## 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

January 15, 2014

7:00 PM

**Agenda or topics to be discussed listed below** (That the Co-Chairs reasonably anticipate will be discussed)

New Business Topic:

1. Meet to resolve a granting financial issue as accounts need to be balanced by January 15th.

**THIS AGENDA IS SUBJECT TO CHANGE**

Co-Chairpersons: Tim Hess and Heather Western.

Posted by: Joyce Dwyer, Secretary

Date: January 12, 2015

**TOWN OF MAYNARD**

**MEETING NOTICE**

**Maynard Historical Commission**

**Maynard Public Library, 77 Nason Street, Trustees Room**

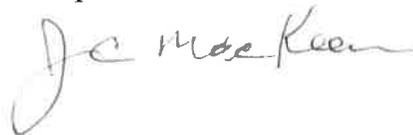
**Tuesday, January 20, 2015 at 7:00 PM**

**Agenda or Topics to be discussed:**

- 1. Approve Minutes of previous meeting(s):** December 16, 2014
- 2. Old Business Topics:**
  - Girl Scout Gold Star project update: Haley Fritz
  - Coolidge School Re-Use Committee status: Jack
  - Demo Delay By-law –Review of adjacent communities laws: All
  - MACRIS update - Status report: Lee
  -
- 3. New Business Topics:**
  - Approve MHC Annual Report—see previously emailed draft – All
  - Rail Trail impact on historic items – State request for MHC comments
  - Cemetery celebration/rededication budget estimates
  - Marker for Fine Arts Theater
- 4. Other:**
  - Member concerns
- 5. Next regular meeting:** Tuesday, February 17, 2015

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Jack MacKeen



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

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



## BOARD OF ASSESSORS

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

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# TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

~

## TOWN HALL

**Room 202 - Upstairs**  
**Tuesday, January 20, 2015**  
**6:30 PM**

## AGENDA

- REVIEW AND SIGN MINUTES
- MONTHLY REPORTS

Posted 01/14/2015

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

## TOWN OF MAYNARD

### MEETING NOTICE

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

Coolidge School Re-Use Task Force

Address of Meeting: Town Hall, 195 Main Street

Room: Finance Meeting Room

M T W T H F  
Day of week  
(Circle One)

January  
Month

20th  
Date

2015  
Year

4:00  
Time

AM PM  
Circle One

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

1. Kickoff and Task Force Charge – K. Sweet
2. Appoint Chairperson
3. Next Steps
4. Adjourn

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson TBD

Posted by: Kevin Sweet, Town Administrator

Date: January 15, 2015

## Becky Mosca

---

**From:** Kevin Sweet  
**Sent:** Thursday, January 15, 2015 1:46 PM  
**To:** jmackeen; Ken Neuhauser (ken.neuhauser@gmail.com); tim@studioinsitu.com; Sally Bubier (salandcath@verizon.net); Sally Bubier (sa\_bubier@verizon.net); Rick Lefferts (rtlefferts@aol.com); leeacker63@gmail.com; '4.stevens@verizon.net'  
**Cc:** Andrew Scribner-MacLean; Stephanie Duggan; Becky Mosca  
**Subject:** Coolidge School Re-Use Task Force  
  
**Importance:** High

Good afternoon,

I am pleased that you have agreed to serve as a member of the Coolidge School Re-Use Task Force. Your experience and active participation on the committee will contribute significantly to our efforts. We will be holding a kickoff meeting at **4pm on Tuesday, January 20<sup>th</sup>** in the Finance Meeting Room of Town Hall. If you have not been sworn in at the Town Clerk's Office please do so prior to the meeting.

**Task Force Members:**

Jack MacKeen, rep for Economic Development Committee  
Ken Neuhauser, rep for Historical Committee  
Tim Hess, rep for Cultural Council  
Rick Lefferts, rep for Community Preservation Committee  
Lee Acker, rep for Council on Aging  
Sally Bubier, At-Large  
Vicki Brown Stevens, At-Large

I appreciate your participation on this important committee.

Regards,  
Kevin

**Kevin A. Sweet**  
**Town Administrator**  
Town of Maynard  
195 Main Street  
Maynard, Massachusetts 01754  
Tel: 978.897.1375  
Fax: 978.897-8457  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)



**TOWN OF MAYNARD**  
**MEETING NOTICE**

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

Maynard Conservation Commission

Maynard Town Hall  
Basement Conference Room  
**TUESDAY, January 20, 2015 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 01/06/2015.

**PUBLIC HEARING:**

- Notice of Intent (7:00)  
49-51 Waltham Street  
Skylight, LLC  
Redevelopment of Oriental Delight property

**WETLANDS/STORMWATER ISSUES:**

- COC request for Maynard High School, DEP file no. 213-0242—no additional information received.
- 79-81 Great Road deck stair additions
- 213 Main Street deck addition

**LAND MANAGEMENT:**

- Encroachment at Dix Road, sign letter
- OARS requested a letter of support for the Recreational Trail grant

**BUSINESS:**

- Review Draft Stormwater Management Bylaw regulations

**Mail of note:**

- none

**Upcoming Meetings:**

- Next Conservation Commission meeting, **February 3, 2015.**
- Council on Aging Open House, **January 22, 2015, 10:30-12:30** Maynard Golf Course club house
- MSMCP brown bag lunch meeting, **January 28, 2015, Westboro, 11-1**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

Date Posted 1/13/15

**TOWN OF MAYNARD**  
**MEETING NOTICE**

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

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

**Board of Selectmen – Joint Budget Meeting**

Address of Meeting: 77 Nason Street, Maynard MA. 01754

Room: Main Floor Maynard Public Library 8:00 a.m.

M T W T H F SATURDAY, FEBRUARY 14, 2015 8:00 A.M.

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. Full agenda to follow

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: William Cranshaw

Posted by: Becky Mosca

Date: January 13, 2015

## Let's celebrate!

Join business and nonprofit leaders,  
public officials, and fellow Visitors  
Bureau members to celebrate our  
**3rd anniversary** and celebrate the  
**best of MetroWest!**



**Friday, January 30, 2015**

**7:45–9:30am**

(program begins at 8:15)

**DoubleTree by Hilton Westborough**

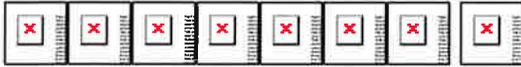
5400 Computer Drive, Westborough, MA

**To register** for this event (**\$15** members,  
**\$25** non-members), send an email to  
[anniversary@metrowestvisitors.org](mailto:anniversary@metrowestvisitors.org)



**Becky Mosca**

**From:** Assabet Valley Chamber <info@assabetvalleychamber.org>  
**Sent:** Monday, January 05, 2015 6:01 AM  
**To:** Becky Mosca  
**Subject:** Hudson Fest Vendor Application



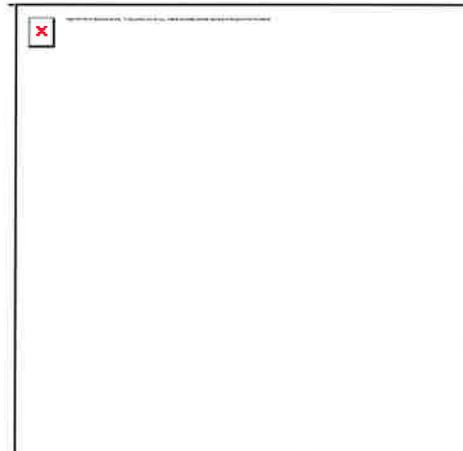
## 29th Annual Hudson Community Fest

Saturday, June 6th, 2015, 9am to 3:30pm

### Now Accepting Vendor Applications

All vendor space is 12' x 12'. The fee structure is as follows:

- Vendor Fee: \$50 (10% discount for AV Chamber Members)
- Nonprofit Vendor Fee: \$30 (10% discount for AV Chamber Members)
- Generator Fee: \$15. All generators need to be approved by Fest Management.
- Food Truck Fee: \$75
- Checks should be made to the Assabet Valley Chamber
- Non-Hudson Food Vendors will incur an additional \$50 Fee to the Town of Hudson at a later date.



Fest management reserves the right to reject an application to insure appropriate contributions to the event. Food vendor opportunities are limited, and must have their application on file 30 days before the event. One network marketing vendor per brand is accepted.

For more info, email [info@assabetvalleychamber.org](mailto:info@assabetvalleychamber.org), or call 978.568.3060. A link to the application is below. We tend to sell out of vendor space, so we advise that you register early! Looking forward to working with you again!

[Click here to download an application](#)



**Northeast  
Utilities**

One NSTAR Way – SW300  
Westwood, MA 02090

**William A. Van Dam**  
Director, Community Relations



December 29, 2014

Mr. William Cranshaw  
Board of Selectmen Chair  
Town of Maynard  
195 Main Street  
Maynard, MA 01754

Dear Chairman Cranshaw:

I am writing to inform you that NSTAR Gas Company has filed a request with the Massachusetts Department of Public Utilities (“MDPU”) to increase gas distribution rates. NSTAR Gas is requesting to recover approximately \$46 million of additional revenues to cover investments being made to improve the safety and reliability of gas distribution infrastructure. If approved, the proposed revenue change would represent an increase of approximately 8.6 percent on average across all customers on a total-bill basis.

It is important to note that NSTAR Gas has not increased rates since 1991. By the time the new rates would take effect in 2016 as a result of this rate case, NSTAR Gas customers will be the beneficiaries of a 24-year period without a change in base distribution rates, representing unparalleled rate stability for natural gas customers.

The monthly bill for a typical residential heating customer is estimated to increase \$11.95 per month, and will remain below the current average residential bill for Massachusetts natural gas companies.

Attached is the schedule for the upcoming public hearings scheduled by the MDPU. The public hearings will be followed by a thorough review of the rate request by the MDPU, and new rates would not take effect until January 1, 2016.

Thank you for your interest in this issue. Please call your Community Relations Specialist JoAnne O’Leary at 508-305-6898 with any questions or if you would like additional information.

Sincerely,

William A. Van Dam

Attachment



# The Commonwealth of Massachusetts

## DEPARTMENT OF PUBLIC UTILITIES

### NOTICE OF FILING AND PUBLIC HEARING

D.P.U. 14-150

December 22, 2014

Petition of NSTAR Gas Company, pursuant to G.L. c. 164, § 94 and 220 C.M.R. § 5.00 et seq., for Approval of a General Increase in Gas Rates and a Revenue Decoupling Mechanism.

---

On December 17, 2014, NSTAR Gas Company ("NSTAR Gas" or "Company") filed a petition with the Department of Public Utilities ("Department") seeking additional revenues through an increase in rates. The Company's last base distribution rate proceeding was in 2005. Boston Edison Company, Cambridge Electric Light Company, Commonwealth Electric Company, NSTAR Gas Company, D.T.E. 05-85 (2005).

The Department has docketed this matter as D.P.U. 14-150 and has suspended the effective date of the proposed rate increase until November 1, 2015, to investigate the propriety of the Company's request. Pursuant to a settlement approved by the Department in 2012, any new rates approved in the instant proceeding will not take effect until January 1, 2016. See Northeast Utilities/NSTAR Merger, D.P.U. 10-170-B (2012).

In the instant filing, NSTAR Gas seeks to increase rates to generate \$45.9 million in additional revenues, an 8.6 percent increase over current total operating revenues. The requested rate increase is designed to recover: (1) \$33.9 million in additional revenues through base distribution rates (i.e., a 22.5 percent increase in current distribution revenues); and (2) \$12.0 million in additional revenues through reconciling rate recovery mechanisms.

The Company's requested rate increase includes the recovery of merger-related costs and exogenous costs associated with the Department's Order in NSTAR/Northeast Utilities Merger, D.P.U. 10-170 (2012). The requested rate increase also includes an increase in costs associated with the Company's purchase of liquefied natural gas services from an affiliate, Hopkinton LNG Corp.

The Department has scheduled the following public hearings to receive comment on the Company's filing:

**January 28, 2015**  
Worcester Technical High School  
1 Skyline Drive  
Worcester, Massachusetts 01605  
Time: 7:00 p.m.

**January 29, 2015**  
Dedham High School  
140 Whiting Avenue  
Dedham, MA 02026  
Time: 7:00 p.m.

**February 3, 2015**  
Keith Middle School  
225 Hathaway Boulevard  
New Bedford, Massachusetts 02740  
Time: 7:00 p.m.

**February 4, 2015**  
Plymouth South High School  
490 Long Pong Road  
Plymouth, Massachusetts 02360  
Time: 7:00 p.m.

**February 9, 2015**  
Department of Public Utilities  
One South Station, 5<sup>th</sup> Floor  
Boston, Massachusetts 02110  
Time: 7:00 p.m.

A procedural conference in this matter will take place at the Department's office on **January 22, 2015 at 2:00 p.m.**

Persons interested in commenting on the Company's filing may appear at any of the public hearings or may file written comments by the close of business (5:00 p.m.) on **March 31, 2015.**

Any person who desires to participate in the evidentiary phase of this proceeding must file a written petition for leave to intervene or to participate in the proceeding no later than the close of business (5:00 p.m.) on January 20, 2015. A petition filed late may be disallowed as untimely, unless good cause is shown for waiver under 220 C.M.R. § 1.01(4). To be allowed, a petition under 220 C.M.R. § 1.03(1) must satisfy the standing requirements of G.L. c. 30A, § 10.



**Northeast  
Utilities**

56 Prospect St., Hartford, Connecticut 06103-2818  
800 Boylston St., Boston, Massachusetts 02199

## News Release

### **Northeast Utilities Announces New Name** *CL&P, NSTAR, PSNH, WMECO & Yankee Gas to all adopt new name*

**HARTFORD, Conn. and BOSTON, Mass. (January 7, 2015)** – Northeast Utilities (NYSE: NU), which operates New England’s largest energy delivery company, today announced it will begin doing business under the new brand name of Eversource Energy on February 2<sup>nd</sup>. All of the company’s subsidiaries, including Connecticut Light and Power Company (CL&P), NSTAR Electric, NSTAR Gas, Public Service Company of New Hampshire (PSNH), Western Massachusetts Electric Company (WMECO) and Yankee Gas Services Company (Yankee Gas) will adopt and operate under the Eversource name.

“Energy is what brings us all together, and Eversource reflects the one-company focus we have been driving for the last few years,” said Tom May, chairman, president and chief executive officer of Northeast Utilities.

“Consolidating our brand was the obvious next step for us as we continually strive to improve energy delivery and customer service to our 3.6 million electricity and natural gas customers across the region.”

The company’s re-branding initiative will officially take place on February 2<sup>nd</sup>. Customers will receive more information regarding the brand change after the launch. As part of the change, Eversource plans to trade on the NYSE under the ticker symbol ES. Changes to the company’s ticker symbol are expected to be effective at the beginning of trading on Thursday, February 19, 2015.

#### **MEDIA CONTACT:**

Caroline Pretyman

617-424-2460

[caroline.pretyman@nu.com](mailto:caroline.pretyman@nu.com)

###

**CATANZARO AND ALLEN**

**ATTORNEYS AT LAW**

100 Waverly Street  
Ashland, Massachusetts 01721  
Telephone: (508) 881-4566  
Facsimile: (508) 231-0975

JAN 14 2015

Angelo P. Catanzaro  
Jennifer M. D. Allen

Ronald M. Stone\*  
Of Counsel

Rosemary A. Bosselait

\*Also admitted in Maine

January 9, 2015

**Via Certified Mail/Return Receipt Requested**

**7013 2630 0001 7697 6088**

William J. Cranshaw, Chairman  
Municipal Building  
Board of Selectmen  
195 Main Street  
Maynard, MA 01754

**7013 2630 0001 7697 6071**

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

**7013 2630 0001 7697 6064**

William Nemser, Town Planner  
Municipal Building  
195 Main Street  
Maynard, MA 01754

**Re: PUBLIC RECORDS REQUEST. M. G. L. c. 40B; Consistence with Local Needs; Housing Unit Minimum [760 CMR 31.04: (1) (a)-(b)] (760 CMR 31.04: (1); General Land Area Minimum [760 CMR 31.04: (2) (a)-(f)]; Department of Housing and Community Development**

Dear Sir/Madam:

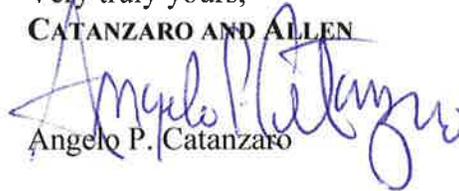
This office represents Maynard Crossings JV, LLC and Capital Group Properties, LLC as owner and developer of the property located at 129 Parker Street connection with the above matters. This correspondence is a formal request under the Massachusetts Public Records Law (M.G.L. c. 66, Section 10) to each of you, in your respective capacities as custodians of public records.

Specifically, a formal request is hereby made that each of you forward to me, or make available for my or my client's review at your office, copies of all public records, as defined in the statute, concerning the above-referenced matters generally, but specifically any such matters that pertain to or in any way involve the Town of Maynard's calculation of, compliance with, satisfaction of, communication about or discussion of the Statutory Minima for low and moderate income housing and general land area minimum as set forth in the above referenced statute and regulations and/or the Board of Selectmen's determination that the Town of Maynard is "consistent with local needs" as that term is defined in M. G. L. c. 40B Section 20. This request includes but is not limited to, all written documentation of any type or nature, all written correspondence, electronic mail and memorandum of verbal communications by, between and/or among your respective offices, any town employee, any town representative or agent, the Massachusetts Housing Financing Agency and/or the Massachusetts Department of Housing and Community Development and /or Senator James Eldridge. Kindly contact me when the requested documents are available. If the production of copies is too cumbersome and/or expensive, I would be happy to come to your office for inspection.

Thank you.

Very truly yours,

**CATANZARO AND ALLEN**

A handwritten signature in blue ink that reads "Angelo P. Catanzaro". The signature is written in a cursive style with a large, stylized initial 'A'.

Angelo P. Catanzaro

cc. J. Witten, Esq.

## Becky Mosca

**From:** Assabet Valley Chamber <info@assabetvalleychamber.org>  
**Sent:** Thursday, January 08, 2015 6:01 AM  
**To:** Becky Mosca  
**Subject:** Auction: Save the Date!



# Save the Date!

## Annual Chamber Auction Bash



Friday  
**March 27**  
6:30 - 9:30pm  
Stow Access  
Country Club  
(58 Randall St., Stow)

This fun and casual event includes  
Silent and Live Auctions,  
Superb Entertainment,  
Delicious Food, Cash Bar  
and the most Entertaining Auctioneers!

Participation cost:\$25 pp; Table for 8: \$200

We are currently accepting Donations for the Silent and Live Auctions.  
If you are willing to Support the Event with a Donation,  
[click here](#) to Contact the Chamber today.



18 Church Street, 2nd Floor  
Hudson, MA 01749

(978) 568-0360

Representing, Promoting, Educating,  
and Networking Members Since 1986

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Assabet Valley Chamber of Commerce 18 Church St., 2nd Floor Hudson MA 01749

You are here: [Home](#) > [Municipal Career Opportunities](#) > Facilities Manager, Town of Maynard



### Facilities Manager

#### *Town of Maynard*

The town of Maynard, a municipality of 10,500 residents, is seeking an experienced and innovative Facilities Manager responsible for the effective maintenance and capital improvement of town facilities. The Facilities Manager will have responsibilities for all facility and maintenance staff and the needs of 12 town and school buildings as well as ancillary structures and space. A complete job description is available at: <http://www.townofmaynard-ma.gov/gov/employment/>. Candidates should forward a letter of interest and resume to: Town of Maynard Facility Manager Selection Committee, Maynard Town Hall, 195 Main St., Maynard, MA 01754. Or via email to: [Ascribner@townofmaynard.net](mailto:Ascribner@townofmaynard.net). Deadline: Applications accepted until position is filled. Resume review to begin on Jan. 20. (posted 12/30 exp. 2/2)



**Massachusetts Municipal Association** One Winthrop Square, Boston, Massachusetts 02110  
(617) 426-7272 [Directions](#) | [Terms of Use](#) | [Contact MMA Webmaster](#) This Website is a service of the MMA.  
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Photographs by MMA and Dayna Bealy | [Top of page](#)

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**CONTACT US LINKS**

*The Maynard Public Schools are committed to high academic standards that encourage students, teachers, and community members to achieve their personal best through lifelong learning.*



**MAYNARD PUBLIC SCHOOLS**  
**School Committee**  
12 Bancroft Street Maynard, Massachusetts 01754

December 4, 2014

Maynard Board of Selectmen  
195 Main Street  
Maynard, MA 01754

RE: Estimated Space for Enrollment Increases

Dear Board of Selectmen,

The Board of Selectmen School Department Liaison, Jason Kreil relayed the request that the Board of Selectmen and Planning Board would like an official letter from the School Committee in regard to the estimated space for enrollment increases.

Dr Gerardi had shared multiple documents with the Town Administrator and Assistant Town Administrator including; an Enrollment Projection prepared by the New England Development Council (NESDEC), A Power Point presentation that includes a local enrollment projection analysis using local and NESDEC data prepared by School Committee Chairman Bill Kohlman, and an Estimated Space for Enrollment Increases document prepared by Dr. Gerardi. We are attaching those documents to this letter as supporting information.

The enrollment projection documents show a how enrollments tend to fluctuate, high and low, over the course of decades as can be seen in the Power Point prepared by Bill Kohlman. We specifically asked NESDEC to consider potential housing developments in their calculations as can be seen in the notes on the last page where they referenced 129 Parker Street (which at the time was a viable consideration). In the worst case scenario presented in Bill Kohlman's Power point, we would have a high enrollment of 1576 students in 2028.

In an examination of the Estimated Space for Enrollment document, the chart was divided in rows to identify the different costs associated with different levels of enrollment increases. The second row shows that The Maynard Public Schools could increase 278 students in the current school buildings without any additional staffing costs (but some supply and technology costs) for a total capacity of 1711. The third and fourth rows demonstrate how additional students could be accommodated at additional costs up to 1951 students. Therefore, the number you are asking for is the difference between current enrollment of approximately 1423 and the projected increase of 1951 which would be 528 additional students.

However, there are several assumptions and concerns that the School Committee felt compelled to provide. The first assumption is that all of the student enrollment increases will be evenly distributed across all grades and classrooms. Unfortunately this almost never happens. In fact, we have had a class of 133 students who are now in the fifth grade while all the classes before and after have had approximately 100 or fewer students. Because of this enrollment bubble, we have had to shift our staffing and space requirements to accommodate reasonable class sizes for that particular class of students.

An additional concern was identified when the Assistant Town Administrator asked for clarification as to what the School Committee's opinion was on how certain levels of enrollment increases impact learning and overall performance. That question refocused our analysis on the unintended costs and quality measures that cannot be easily predicted but can have a great impact. For example, if the Town of Maynard is courting strictly commercial development, the impact on the schools would likely be additional revenue to improve the quality of programming without additional students or costs. If the Town of Maynard is courting luxury condominiums, retirement homes, or even the transitional housing that was approved for Clock Tower Place, the impact of increasing enrollments is likely to be minimal and could be within the range of comfortable enrollment increases in the current school buildings without additional classroom needs. If the Town is courting 40B housing, the likelihood of increased enrollments, costs and additional space requirements become much greater.

Also, when examining larger increases in student enrollment, another consideration is the increasing costs associated with special services. Historically, the Maynard Public Schools percentage of students with special needs has mirrored the state average which is currently 17%. If there are large enrollment increases in student population, 17% of the increasing students on average will also cost more to educate because Special Education costs are significantly more than general education costs. These are examples of some of the potentially unpredictable cost increases that may be associated with the different types of development.

Penultimately, there are three thresholds to consider regarding enrollments. The Maynard Public Schools could increase student enrollment by 528 students at some additional costs, provided that they are perfectly distributed across the grade levels without exceeding the maximum number of students in a classroom. Unfortunately, at that level of enrollment there may be community pressure to consider additional building projects. However, the Maynard Public Schools could add an additional 278 students with little additional costs (no staff but extra technology, textbooks, supplies, etc.) provided that they are evenly distributed across the grade levels. A population increase of as small as 15 students in a given grade could trigger the need for an additional classroom and the cost associated with it. These small fluctuations in grade size are the challenges in staffing we face annually due to the variations in the birth rate. Finally, keeping in mind the enrollment projection high of 1576 in 2028 and that variance with the current enrollment of approximately 1423 students, the 278 students would be reduced in 2028 to only an additional 135 students (with little additional costs) coming from additional housing.

Ultimately, all three threshold enrollment projections of 528 students, 278 students, and 135 students come with assumptions and concerns that the Board of Selectmen and Planning Board will have to consider as they make these important development decisions.

Sincerely,  
The Maynard Public School Committee

**Becky Mosca**

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**From:** Boys & Girls Club of Assabet Valley <allegrone=bgcav.org@mail193.atl21.rsgsv.net> on behalf of Boys & Girls Club of Assabet Valley <allegrone@bgcav.org>  
**Sent:** Monday, January 12, 2015 10:02 AM  
**To:** Becky Mosca  
**Subject:** Save the Date!! BGCAV's Golf for Youth Tourney: May 18th

SAVE THE DATE: BGCAV's Golf for Youth Tournament: May 18th

[View this email in your browser](#)



**BOYS & GIRLS CLUBS  
OF ASSABET VALLEY**



18th Annual  
**Golf for Youth Tournament**



**Great Course. Great Cause. Great Kids.**

**When:**

*Monday, May 18th 2015*

← Annual  
Town  
meeting  
date.

# LICENSE ALCOHOLIC BEVERAGES



THE LICENSING BOARD OF THE  
*TOWN OF MAYNARD*  
MASSACHUSETTS

HEREBY GRANTS A

*Fee:*  
**\$85.00**

## *One Day* *License to Sell Wine and Malt Beverages to* **OARS**

23 Bradford Street, Concord, MA 01742  
*Julia Khorana, Development Director, 978-369-3956*  
**License Number: ODL15-OARS-030415**

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license is granted for the following dates/times/locations unless sooner suspended, cancelled or revoked:

**Location:** Fine Arts Theatre Place, 19 Summer Street, 978-298-5626

**Delivery:** Tuesday, March 3, 2015

**Distribution & Consumption:** Wednesday, March 4, 2015 6:00pm-10:00pm

**Return Delivery:** Thursday, March 5, 2015

License grants permission to temporarily serve wine and malt beverages in a designated area inside the theatre building. Written permission Fine Arts Theatre Place, LLC to occupy the space to include the sale of Wine and Malt Beverages to be kept on file with this license. No Smoking is allowed within the permitted space. All servers must have successfully completed an Alcohol Training for Intervention ProcedureS (TIPS) certification, copies to be kept on file with this license. The Maynard Police and Fire Departments have also been notified of the event.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures  
this 20th day of January 2015.

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

LOCAL LICENSING BOARD

**THIS SPECIAL LICENSE SHALL BE DISPLAYED IN A CONSPICUOUS POSITION AT THE LICENSED PREMISES WHERE IT CAN EASILY BE READ. THIS SPECIAL LICENSE IS NON-TRANSFERRABLE TO ANY OTHER PERSON, CORPORATION, OR ORGANIZATION.**

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.



January 13, 2015

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

Dear Selectpeople,

OARS is bringing *The Wild & Scenic Film Festival* back to the newly opened Fine Arts Theatre Place on Wednesday, March 4<sup>th</sup>. The doors will open at 6 pm and the event will end at 10 pm.

As in the past, we are looking forward to the evening--it is an amazing opportunity to help bring a community together around film and rally them to take action to make their communities better.

We would very much like to sell beer and wine as a fundraiser at our Film Festival. To do this we will need a one day liquor license under our name for the evening of the event. I am TIPS certified and have a certificate for completing the Crowd Manager Training Program. I will also have 2 certified volunteers helping on the evening. As you know, we did this for the past six years and have not encountered any problems. I would very much appreciate your help in obtaining a license.

The support we have received from members and friends in Maynard over the years is tremendous. They are excited to have the Film Festival back in their town for what will be the 7<sup>th</sup> Annual Film Festival. Serving beer and wine brings a festive feeling to the evening and helps up raise the funds needed to host this Film Festival. Thank you very much in advance for helping us with getting a liquor license.

Best Regards,

Julia Khorana  
Development Director

1-13-15  
(SD) { SMPD - No issues, notified of event  
MFD - No issues, notified of event

Copy of written permission to occupy space for w+m sales to come via e-mail