



AGENDA
Maynard Board of Selectmen Meeting
Tuesday, February 3, 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 20, 2015

3. Correspondence

- a) Monthly Report, Town Accountant for December 2014
- b) Town Clerk regular business hour calendar for 2015
- c) Notice of meeting cancellation, 1/26/15 PB, workshop.
- d) Notice of meeting cancellation, 1/26/14 BOS with FinCom.
- e) Notice of meeting Cultural Council, 1/29/15
- f) Notice of meeting, FinCom, 2/2/15
- g) Notice of meeting, BOS with FinCom on 2/2/15
- h) Notice of meeting, EDC. 2/3/15
- i) Notice of meeting, Coolidge Re-Use Task Force, 2/3/15
- j) Notice of meeting, ConsCom, 2/3/15
- k) Notice of meeting, CPC, 2/4/15
- l) Notice of meeting, COA, 2/5/15
- m) Notice of meeting, Small Business health Insurance 2/12/15
- n) Notice from Maynard Family Association

4. Consent Agenda

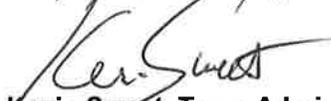
- a) Cemetery Deeds, transfer to family member 2018, new 2019
- b) Appointment Slip, New Police Officer and LLA, Michael Sutherland
- c) Sign approved Liquor License transfer form 43 to License and to extend the hours of operation on Thurs, Fri and Saturday nights to 12:00 a.m.

5. Assabet River Rail Trail Wrap Up Discussion

AGENDA
Maynard Board of Selectmen's Meeting
February 03, 2015

6. **CrossTown Connect Intermunicipal Agreement**
7. **Fire Station Discussion and Next Steps**
8. **Proposed Warrant Article - Zoning By-Law Amendment: Breweries**
9. **Review Proposed ATM/STM Warrant Articles**
10. **Real Estate Tax Relief**
11. **Economic Development Updates**
12. **Town Administrator Report**
13. **Chairman's Report**
14. **Old/New Business**
15. **Adjournment (9:00)**
16. **Executive Session – *To consider the purchase, exchange, lease or value of real property***

Respectfully submitted,


Kevin Sweet, Town Administrator

Next meeting date(s):

Regular Meeting – February 17, 2015 - Special Joint Budget meeting, February 14, 2015

THIS AGENDA IS SUBJECT TO CHANGE

Date Posted 1/26/15

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)

**SPECIAL BOARD OF SELECTMEN
WITH FINANCE COMMITTEE**

Address of Meeting: 195 Main Street Maynard

Room: room 201 7:00 pm

M T W T H F Monday, February 2, 2015 at 7:00 pm

Month Date Year Time AM/PM

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

1. Fire Station Capital Proposal
2. FY16 Capital Discussion

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: William Cranshaw

Posted by: Becky Mosca

Date: January 26, 2015



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 20, 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, January 6, 2015

A motion was made by Selectman Gavin to accept and approve the minutes of January 6, 2015. Second by Selectman Egan. Vote 5-0 Motion approved.

List of Correspondences (mail to the Selectmen's Office for January 20, 2015).

- 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 29th 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.
- 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

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

Consent Agenda

OARS, One Day Liquor License request to Sell Wine & Malt at fund raiser, 3/3 - 5/15, Fine Arts Theatre Place, 19 Summer Street, Tuesday, Delivery date Tuesday, March 3, 2015, Distribution & Consumption, Wednesday, March 4, 2015 6:00 pm – 10:00 pm Return delivery Thursday, March 5, 2015.

A motion was made by Selectman Cranshaw to approve the consent agenda as shown. Second by Selectman Gavin. Vote 5-0. Motion approved

Introduction COA Director, Amy Loveless

ATA, A. Scribner-MacLean, and Gave background to the Board about the Goals they set last summer, "Improvements to the COA". We bring Amy Loveless to you as the new COA Director. Amy has 20+ years in the business. Amy last job was working for Summit Health Care. We welcome Amy to Maynard as our new COA Director.

Discussion with Whole House Group, LLC. Battle Road Brewing

Greg Hill presented an overview proposal for locating a Brewery and Pub to downtown Maynard. Location is at 21 Main Street Maynard, (Old Walgreen building) they plan to lease ¾ of the building the balance over to a dentist. They would need a special permit for zoning in the area. Board all agreed to plan and agreed to help write the article for special town meeting.

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

A motion was made by Selectman Cranshaw to call the Annual Town Meeting, for 7:00 PM on Monday, May 18, 2015 at the Fowler School Auditorium. Second by Selectman Gavin. Vote 5-0. Motion approved.

A motion was made by Selectman Cranshaw to call a Special Town Meeting, starting at the conclusion of the Annual Town Meeting, scheduled for Monday, May 18, 2015, to be held at the Fowler School Auditorium. Second by Selectman DiSilva. Vote 5-0. Motion approved.

Liquor License Home Rule update.

TA Sweet presented the Home Rule petition prepared by Town Counsel regarding the request approved at Town Meeting for additional liquor licenses.

A motion was made by Selectman Cranshaw to accept and approve the Home Rule Petition – Act Authorizing the Town of Maynard to Grant Additional Alcoholic Beverages Licenses. Second by Selectman Egan. Vote 5-0. Motion approved.

FY16 Budget Update

TA, K Sweet provided Board with Financial Summary – Local Budget Process, TA would have more insight after the MMA conference on this Friday, Jan 23, 2015. The new Governor, Charles Baker will be a keynote speaker at the event. The Governor will talk over the budget.

Chair Cranshaw suggested a tax relief proposition where the new growth number that the town puts down on the budget will be the number figured into the tax levy. Any additional new growth that money should be used to keep / draw down taxes. The proposal will be discussed at the next meeting.

Economic Development updates

TA, K. Sweet

- Wants to use some of the Downtown enhancement funds for seed money to help with Downtown grant funds.
- Keene Ave Subdivision Approval- approved by Planning Board. Appeal period up Jan 26
- 49 Waltham St. Site plan and special permit approval (six-unit multi-family in Business zoning district) continued to Feb 10. Applicant working with residents on design features.
- No CTP ownership updates.
- Chair/Board agreed to write the article for the zoning change – regarding the brewery/pub.

Assabet River Rail Trail Preliminary Design Discussion

Linda Hanson, Kristen Grichard, Town of Acton

75% design hearing in March 2015 – Goals is to have Maynard's approval to move on the plans.

Permits in the works with D.E.P. then will move on to D.O.T.

Letter in process to Town of Maynard for review and signage.

- Concern – Winter Street and Track Road
- Paved areas, costs
- Change of parking, curb cuts, sidewalks for the Assabet River Rail Trail (ARRT)
- Loss of parking behind Post Office. Town lot used by residents of adjacent condos.
- Substantial loss of parking in lot behind Main Street businesses. Drive aisle narrowed to only 18 feet wide.
- Note: D.O.T. does not have a plan moving forward for Brown and Acton Street.
- BOS agreed to talk about this approval at the next BOS meeting on Feb. 3, 2015

TA, Kevin Sweet report

- Fire Union kick-up meeting in February.

- Coolidge Task force re-use kickoff meeting held earlier today.
- Planning Board workshop for proposed recommendations to NBOD on Jan 26, 2015
- MAPC Open House 1/27 in Boston. Staff attending. BOS welcomed, TA needs to know so he can register.
- Short Term Borrowing for MHS at BOS meeting on March 3, 2015 meeting.
- MBA Parking discussion on 10/26/15
- Golf course award. Sterling the sole bidder to manage the course
- Facilities manager, we received 8 applications.

Chair Report

- Policy Sub Committee dates need to be set to start up meetings.
- Question for TA or ATA is the DEP meeting set yet with a meeting date? NO.
- Joint meeting with FinCom on 1/26/15 – disappointed that BOS did not get to see the capital needs list before the joint meeting.
- Local liquor licenses, did EDC vet that issue? No.

New/Old Business:

Selectman Egan:

- CPC meeting on Jan. 21, 2015, they received a couple of late requests.
- CPC will start meeting with requestors for the projects submitted.
- Liquor license holder's downtown closing on time.

Selectman DiSilva:

- Note: back in Dec we had 3 business folks in and left with a task for us, having we heard from any of them? TA, No. Request that the TA send emails to those folks. (MacDonald, Savoring, Carron Group).

Selectman Gavin:

- Policy, Does the Police Department control what goes up on the message board?

Selectman Kreil:

- Policy for message Board at Town Hall/Fire? No. It's by request with Town Business to receive first right
- Do we need to make any changes to have a brewery license in Town? No. that is a State license.

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

Time: 9:45 pm

Approved: _____

Date:

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: January 28, 2015
SUBJECT: ACCOUNTANT'S REPORT –DECEMBER 2014

- Processed weekly invoice warrants
- Processed Bi-Weekly Payroll Warrant
- Reconciled Cash and Receivables with the Treasurer for October 2014
- Continued to work on FY2016 Budget
- Updated electric summary for FY2016 budget for FY2015 expenses
- Contacted Softright about FY2016 budget module and format changes
- Created new account to track legal litigation expenses
- Completed and submitted FY2014 Schedule A report in Gateway to DOR
- Worked on Green Community Grant will submit. Spoke with Grant coordinator on process for final grant reimbursement
- Met with DPW department head to update DPW General fund and Enterprise capital project balances
- Met with DPW department head on FY2016 budget for DPW General Fund and Water and Sewer Enterprise funds
- Updated FY2015 potential reserve fund transfers
- Summarized YTD expense balances for LED light article and COA Golf Course article
- Met with treasurer to discuss MHS capital projects FY2015 shortfall. Will probably short term borrow again in March 2015
- Updated and issued the following reports as of November 2014:
 - Available funds
 - Capital Projects
 - CPC Summary – Revenue, Expenses, and fund reconciliation
 - Expense Summary – General Fund
 - Expense Summary – Enterprise Funds
 - Revenue Summary – Enterprise Funds
 - Performance/Surety Bonds
 - Local Receipts – General Fund
 - Local Aid – General Fund
 - Enterprise Fund Summaries – Sewer and Water
 - Ambulance Receipts (Fund 3017)
 - Student Activities Funds - JHS and MHS
 - Education Circuit Breaker Fund
 - School Choice Fund
 - Snow and Ice summary
 - Updated MHS Capital Project Summary

**Office of the
T O W N C L E R K
195 Main Street – Town Building
Maynard, Massachusetts 01754
Tel: 978-897-1300 Fax: 978-897-8553
Email: msokolowski@townofmaynard.net**

January, 2015

To: All Officials, Boards & Committees
Re: Open Meeting Law, Notice of Meetings

Dear Officers of Maynard:

If you wish to send meeting notices via email or fax, notices will be date stamped during the Town Clerk's Office regular business hours. Notices received after hours will be date stamped the next business day. Please keep this in mind in following the 48 hour meeting posting rule.

Except in an emergency, public bodies shall file meeting notices with agenda sufficiently in advance of a public meeting to permit posting of the notice at least 48 hours in advance of the public meeting, excluding Saturdays, Sundays and legal holidays, in accordance with M.G.L. c. 30A, § 20. In an emergency, the notice shall be posted as soon as reasonably possible prior to such meeting.

Meeting notices shall be printed or displayed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. The list of topics shall have sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting. The date and time that the notice is posted shall be conspicuously recorded thereon or therewith.

Except in cases of emergency, do not meet on holidays, election days or during town meetings. For your convenience, the upcoming elections, meetings and holidays are as follows:

January 1, 2015 – December 31, 2015

Jan 1	New Year's Day	Jul 4	Independence Day
Jan 20	Martin Luther King, Jr. Day	Sept 1	Labor Day
Feb 17	President's Day	Oct 13	Columbus Day
Apr 21	Patriot's Day	Nov 11	Veterans Day
May 6	Annual Town Election	Nov 27	Thanksgiving Day
May 19	Annual & Special Town Meeting	Dec 25	Christmas Day
May 26	Memorial Day		

If I may be of further assistance, please call me at (978) 897-1300.

Sincerely,

Michelle L. Sokolowski

Maynard Town Clerk



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 January 26, 2015
195 Main Street, Maynard – OMS Conference Room G-17

1. 07:00 - Call to order

2. Additions/deletions/reordering of agenda

3. Approval of minutes

4. Workshop:

- a. Board to review progress on development of potential modifications to the Neighborhood Overlay Zoning District zoning category.

5. Town Planner Update

6. Correspondence

7. Adjourn

This agenda is subject to change

Kevin Calzia, Chairperson

Posted by: Bill Nemser, Town Planner

Date: January 20, 2015

Meeting Cancelled



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 January 26, 2015
195 Main Street, Maynard – OMS Conference Room G-17

1. 07:00 - Call to order

2. Additions/deletions/reordering of agenda

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5. Town Planner Update

6. Correspondence

7. Adjourn

This agenda is subject to change

Kevin Calzia, Chairperson

Posted by: Bill Nemser, Town Planner

Date: January 20, 2015

Date Posted 1/26/15

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)

**SPECIAL BOARD OF SELECTMEN
WITH FINANCE COMMITTEE**

Address of Meeting: 195 Main Street Maynard

Room: room 201 7:00 pm

M T W T H F Monday, January 26, 2015 at 7:00 pm

Month Date Year Time AM/PM

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

1. Fire Station Capital Proposal
2. FY16 Capital Discussion

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: William Cranshaw

Posted by: Becky Mosca

Date: January 20, 2015

26 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 29, 2015 at 7:00 PM

Agenda or topics to be discussed listed below (That the chair/co-chairs reasonably anticipate will be discussed)

Old Business Topics:

1. Approve minutes of recent meetings.
2. Annual Report Status.
3. Grant Process. Letters went out. What remains?
4. The bulk of our 2015 grant process is done now. Reimbursement is the main thing that will occur during the year on that project.
5. Cultural District discussion
 - a. Application
 - b. Example / precedent applications from other towns
 - c. Things to be learned from these precedents
 - d. Application Rough Draft example, Lorne Bell, Bruce Davidson, others
 - e. How best to reach-out to others and existing groups, and invite them to collaborate

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Co-Chairs, Tim Hess and Heather Western.
Posted by: Joyce Dwyer, Secretary
Date: January 26, 2015

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 February 2 2015 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: _____

Presentation and discussion on fire station facility issues
Presentation and discussion on overall capital needs and plan for town.
Planning for FY16 budget process

4. Other: _____

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Peter Campbell _____

Posted by: _____

Date: _____

Date Posted 1/26/15

TOWN OF MAYNARD

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**SPECIAL BOARD OF SELECTMEN
WITH FINANCE COMMITTEE**

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Room: room 201 7:00 pm

M T W T H F Monday, February 2, 2015 at 7:00 pm

Month Date Year Time AM/PM

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1. Fire Station Capital Proposal
2. FY16 Capital Discussion

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: William Cranshaw

Posted by: Becky Mosca

Date: January 26, 2015

Date Posted: January 29, 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)

Economic Development Committee

Address of Meeting: 195 Main Street, Maynard Room: Finance Room 202

M T W T H F Tuesday – February 3, 2015 8:00 a.m.

Month Date Year Time AM/PM

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

1. Call meeting to order: Time: _____
2. Visitor Statements/Introductions (if any)
3. Approve Minutes of December 2, 2014 and December 11, 2014
 - a. Motion: _____
 - b. 2nd: _____
4. Façade Improvement Grant review: Bill Nemser
5. Updates from Working Groups
 - a. Update by Business Inhibitors Group
 - b. Update by Data Group
 - c. Update by Marketing Group
 - d. Update by Targeted Investments Group (Parking as a municipal resource)
6. Old Business/New Business

THIS AGENDA IS SUBJECT TO CHANGE

Chairman: Christopher Worthy

Posted by: Christopher Worthy

Date: January 29, 2015

Date Posted: _____

TOWN OF MAYNARD

MEETING NOTICE

Coolidge Re-Use Task Force

Maynard Town Hall, 195 Main Street, Finance Conference Room 202

Tuesday, February 3, 2015 at 5:30 PM

Agenda or Topics to be discussed:

- 1. Approve Minutes of previous meeting(s): January 20, 2015**
- 2. Elect Chair and secretary**
- 3. Share/Collect/Organize observations from January 26 building tour - All**
- 4. Create process for Task Force work—Jack to provide draft**
- 5. Review possible uses (from BOS discussion memo Sept 2014) - All**
- 6. Preservation process – Explain goals, options, requirements - Jack**
- 7. Member suggestions or concerns - All**

Next regular meeting: Tuesday, February 17, 2015

THIS AGENDA IS SUBJECT TO CHANGE

Posted by: _____ Sally Bubier _____

Date: _____ 1/29/2015 _____

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, February 3, 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 and 01/20/2015.

PUBLIC HEARING:

- None

WETLANDS/STORMWATER ISSUES:

- Review and sign Order of Conditions for 49-51 Waltham Street
- DEP filed a motion to dismiss the Appeal filed by abutter for Lot 1 on Waltham Street
- 79-81 Great Road deck stair additions
- 213 Main Street deck addition
- Update on Keene Ave subdivision

LAND MANAGEMENT:

- Sign OARS 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 17, 2015.**
- MSMCP brown bag lunch meeting, **rescheduled for February 4, 2015, Westboro, 11-1**
- Annual Town Meeting, **May 18**, Fowler School, 7:00 (warrant articles due March 12th)

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

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, February 4, 2015 at 7:00 PM

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

CALL TO ORDER:

ADMINISTRATIVE BUSINESS:

- Review and approve minutes from 1/21/15 meeting
- Review Annual Town report writeup (Ellen)
- Update on our files and copying them
- Financial Subcommittee update
- Award Letter responses
- Other Administrative issues

CORRESPONDENCE:

- Mail received

BUSINESS:

- Review and discuss questions on Final applications
- Discuss applications and questions with applicants and interested parties (esp. discussion with the playgrounds applicants)
- Discuss feasibility of Library Re-Point as CPA project (Steve Weiner)
- Review and discuss financial reports
- Update on ongoing projects
- New/Old Business

Upcoming Meetings:

- Determine next regularly scheduled meeting.

THIS AGENDA IS SUBJECT TO CHANGE

Posted: M. John Dwyer, CPC Chairman

Date Posted: January 26, 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 Town Hall, 195 Main Street, Maynard**
Room: Gianotis Room 201

Thursday, February 5, 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. Grand Opening of Senior Center, Thursday, January 22, 2015
3. COA Director Report
4. Next Steps
5. Matter of Balance Class: Informational Meeting, March 25, 2015; Eight classes start April 1, 2015
6. Cooperative effort with Maynard Police Department, Chief Dubois to speak at February 19th meeting
7. Guest Speaker: Captain Sean Kiley, Maynard Fire Department; Fall Prevention

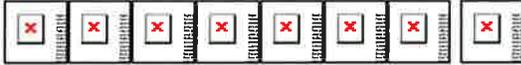
THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: John R. Edson

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

Becky Mosca

From: Assabet Valley Chamber <info@assabetvalleychamber.org>
Sent: Monday, January 26, 2015 2:06 PM
To: Becky Mosca
Subject: Small Business Health Insurance Enrollment Forum



Small Business Health Insurance Enrollment Forum

Presented by
State Reps. **Kate Hogan & Jennifer Benson**
and **Senator Jamie Eldridge**

Thursday February 12, 2015 (5:00-7:00pm)
Maynard Town Hall (Gianotis Room)
195 Main Street, Maynard



Want to check out whether or not the Health Connector is the right tool for your business? Join us to learn more about the Affordable Care Act. Obtain information and materials to enhance your decision-making on whether or not a Health Care Connector Program is the best option for you, your employees, and your business! The program is currently open to businesses with less than 50 employees, and open enrollment is available on year-round basis.

Assistance will be available at the event to provide in-person guidance, and education about resources available through the Small Business Health Options Program at the Massachusetts Health Connector.

You should attend the Enrollment Fair if any of the following is true:

1. You are the small business owner with 50 or fewer full-time employees.
2. You are an insurance broker and you would like to learn more about working with the Massachusetts Health Connector.
3. Your current small business healthcare premiums are too costly and you would like to "shop around".
4. You would like to learn more about the Wellness Program available to small business owners through the Massachusetts Health Connector.
5. You would like to learn more about the Small Business Healthcare Tax Credit.
6. You are currently uninsured and would like to better understand what is available through the Health Connector.



MFA Advertiser/Sponsor Policy

The Maynard Family Association (MFA) is based in Maynard, Massachusetts and is a group of local parents working together to provide social support and parenting resources for families with young children. Our organization was founded in 1998 and currently has approximately 120 member families. Our slogan is "Bringing Families Together" and we do this in a variety of ways: themed events throughout the year, monthly story times, a babysitting coop, Mom's *and* Dad's nights out, and much, much, more.

We are always looking for Advertisers and Sponsors who would like to support our work in the community. All Partners and Advertisers are listed on the MFA web page either on our Partners page (<http://www.maynardfam.org/partners.html>) or in a paid spot on our homepage (<http://www.maynardfam.org>). See below for definitions of Partner and Advertisers below. We hope that this will be a mutually beneficial endeavor!

ADVERTISERS

Organizations and businesses that advertise with the MFA will have their information posted two ways:

- Logo/Ad posting on the home page of our website: www.maynardfam.org.
- Listing in the advertising section of our monthly e-newsletter.

Your business can become an Advertiser for six months for \$80 or for an annual advertising fee of \$150.

SPONSORSHIP

The MFA has events during the year that many families attend. Event sponsorship is available in three tiered levels, *but we are open to craft supply, volunteer time, and food donations.*

Silver level sponsors are acknowledged at the event. *Silver level is \$100 per event.*

Gold level sponsors are acknowledged at the event and in the print advertising leading up to the event. Gold levels sponsors may also display marketing materials at the event such as brochures and business cards. *Gold sponsorship is \$150 per event.*

Platinum level sponsors enjoy all the benefits of other levels, are given signage space at the event, and listed as a sponsor on the website. *Platinum sponsorship is \$200 per event.*

Events include Winterfest, Fire truck Wash and Pedal Party, Halloween Party, and New Baby Brunch.

MONTHLY E-NEWSLETTER for MEMBERS ONLY

Please note: A monthly e-newsletter goes out to MFA members that have provided an email address. We will advertise any free event or non-profit event in our monthly e-newsletter. We will not advertise business or for-profit events in our monthly e-newsletter, but we do direct all of our members to the website in each issue, as well as at our events and on our event flyers.

Our e-newsletters are sent out in the middle of each month, therefore the deadline for each month's e-newsletter will be the 10th of the month. If an event announcement does not meet the deadline it will not be included. On-time submissions will be copied and pasted into our monthly e-newsletter email. The submitter is responsible for announcement and any typos will be the responsibility of those who provide the information to the MFA and will not be corrected after the e-newsletter has been sent out.

The word limit will be 70 words, including a heading or title. If a submission is over 70 words, it may be modified. It will be up to the submitter to make sure their announcement is within the word limit and on time. Please submit it to newsletter@maynardfam.org

Here is an example of a 70 word listing in our e-newsletter:

Mid-Winter Wine Tasting to Benefit Early Intervention, Thurs. Feb. 2: Minuteman Arc and the West Concord Liquor Store are hosting a wine tasting at 130 Baker Ave in Concord from 6:30-9:00 pm. Tickets are \$15.00 per individual or \$25 for two people in advance, or \$20 per individual and \$30 per couple at the door. For tickets please call 978-287-7932 and ask for Patty. Or visit West Concord Liquor Store.

For more information about anything above, or to become a Partner, Advertiser, or Sponsor with the MFA, please contact pr@maynardfam.org or president@maynardfam.org.

TOWN OF MAYNARD
Cemetery Department

DEED N° 2018

This Certifies that

Melissa O'Hare Sargent

136 Frammingham Road, Marlborough, MA 01752

proprietor of Lot No. _____

843

Section No. _____

25

in

Glenwood Cemetery, Maynard, Massachusetts, and that said lot shall be holden subject to all the by-laws, rules and regulations made, and to be made by the Board of Selectmen. This is a transfer from Ella A. and Arthur O'Hare, which was purchased in 1977.

Scaled, Signed and Delivered
in the presence of

Dated January 21, 2015

Board of Selectmen of the Town of Maynard

ELLA O'HARE

81 Rogers Road
York Beach, Me
03910-0867

Melissa Sargent

Box 251-1684

136 Frumingham Rd
Halborough, Me
01752

Arthur & Ella O'Hare have lot # 843, Sec 25,
Deed # 347 at the Maynard Cemetery -
Four grave lot. Purchased Aug. 22, 1977.
Section No. 25 New Cemetery.

I wish to give this lot to my
Granddaughter Melissa O'Hare Sargent
My husband Arthur is deceased
and cremated. I will be also and
the Coast Guard will take our
ashes out to sea. He served 5 years
in the Coast Guard during WWII.

Ella O'Hare

Arthur O'Hare

TOWN OF MAYNARD
Cemetery Department

DEED N^o 2019

This Certifies that _____

Deborah Bastien Lossov

15777 Bolesta Road, L 168

is

proprietor of Lot No. _____

147

Section No. _____

15

in

Glenwood Cemetery, Maynard, Massachusetts, and that said lot shall be holden subject to all the by-laws, rules and regulations made, and to be made by the Board of Selectmen. Originally purchased in 1986. This is a name change only.

Sealed, Signed and Delivered
in the presence of

Dated **January 21, 2015** _____

Board of Selectmen of the Town of Maynard



Date: February 3, 2015

Michael K. Sutherland
Maynard Police Department

You are hereby appointed as the

Agent for the Local Licensing Authority

Term expires: **December 31, 2015**

FOR THE

TOWN OF MAYNARD

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

Board of Selectmen

Sworn: _____

Town Clerk



August 18, 2014

Michael K. Sutherland

You are hereby appointed

Patrolman

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: _____

LICENSE ALCOHOLIC BEVERAGES



THE LICENSING BOARD OF THE
TOWN OF MAYNARD
MASSACHUSETTS

HEREBY GRANTS A
COMMON VICTUALLER
License to Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

To be Drunk on the Premises

To: **El Huipil Restaurant, Inc.**
51R Main Street

Manager: Sergio A. Moreno

On the following described premises:

Restaurant building of 2400SF with 5 rooms: 1 kitchen, 1 restroom, 1 storage lock room, and 1 dining room with a seating capacity of 48

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 expires December 31st, 2015 unless sooner suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 3rd day of **February 2015**.

The Hours during which Alcoholic Beverages may be sold are:

Hours of Operation: M-W 11am-9pm.

Th/Fri/Sat 10:30am-12:00am, Sun 10:30am-9pm

Phone #: 978-298-5302

Lic# 067600020

Cost: \$2,200.00

License for 2015

LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ

The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, MA 02114
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

REVENUE CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: NO FEE

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY):

067600020

LICENSEE NAME: El Huipil Restaurant, Inc. D/B/A El Huipil Restaurant

ADDRESS: 51R Main Street

CITY/TOWN: Maynard

STATE MA

ZIP CODE 01754

TRANSACTION TYPE (Please check all relevant transactions):

For Reconsideration

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
P. O. BOX 3396
BOSTON, MA 02241-3396**

**MINUTES OF SPECIAL MEETING OF SHAREHOLDERS
AND DIRECTORS OF
EL HUIPIL RESTAURANT, INC.**

A special meeting of shareholders and directors of El Huipil Restaurant, Inc. was held January , 15, 2015 at El Huipil Restaurant, Inc. 51R Main Street, Maynard, MA 01754.

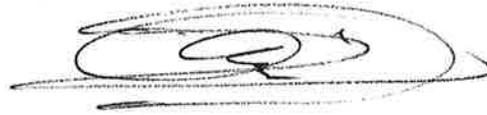
The meeting was called to order by Sergio A. Moreno, the President of the Corporation.

The President presented to the meeting a proposal to change the hours of operation from 10:30A.M. to 12:00A.M. *on Th - Sat only Sun.*

After consideration it was

RESOLVED that the Corporation would be open from 10:30A.M. to 12:00A.M. at El Huipil Restaurant, Inc. from 51R Main Street. Maynard, MA 01754

There being no further business to come before the meeting, it was adjourned.



Sergio A. Moreno, President

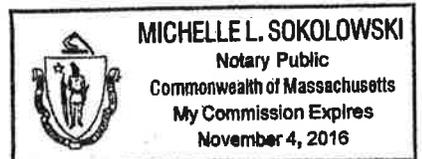
Attes:



Sergio A. Moreno
Shareholder/Director



Alma L. Moreno
Shareholder/Tresurer



CONTROL _____
FOR SPECIAL TOWN MEETING SPRING 2015

ZONING BY-LAW AMENDMENT: BREWERIES IN CENTRAL BUSINESS DISTRICT

TO SEE IF THE TOWN WILL VOTE TO amend the Protective Zoning By-laws of the Town of Maynard to allow “Brewery with ancillary food service” as an allowed use in the Central Business (CB) District. Specifically, in Section 3.1.2, Table A - Use Regulations, omit the table entry under Section 4, Business Uses, for “Brewery with ancillary food service” and replace it as follows:

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Brewery with ancillary food service	N	N	N	N	PB	Y	N	N	N

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION:

Comments:

“Breweries with ancillary food service” is defined in the zoning by-laws as “An establishment that brews beer for sale and distribution to the public, including ancillary tavern and restaurant facilities for service on the premises, subject to the provisions of G.L. 138”. It is currently an allowed use only in the Health Care / Industrial (HCI) District. The article would also make it an allowed use in the adjacent Central Business (CB) District.

Notes:

The following abbreviations for zoning districts are shown in the table above.

S-1	Single Residence (10,000 sf lots)	HCI	Health Care / Industrial
S-2	Single Residence (20,000 sf lots)	I	Industrial
GR	General Residence	GA	Garden Apartment
B	Business	OS	Open Space
CB	Central Business		

In the Use Table the following symbols are employed:

- Y Yes, an allowed or permitted use
- N No, a prohibited use
- PB Planning Board, Special Permit required



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

MEMORANDUM

To: Kevin Sweet, Town Administrator
From: Bill Nemser, Town Planner
Date: January 21, 2015

Subject: Brewery with ancillary food service – proposed expansion of allowable locations

Kevin,

Attached please find my suggestions for changes to Zoning By-laws for a brewery with ancillary food service (in "track and change" format).

Several points about my suggestions:

- I have proposed adding this use to all commercial/industrial locations if permitted by Special Permit. This provides locational flexibility should the Walgreens or Clock Tower site not be available for any reason. Furthermore, it prevents requiring another Town Meeting should the brewer opt for a (hypothetical) third location.
- While the HCI (Clock Tower) a brewery with ancillary food service remains a "by right" use this is a location that is finite and capable of handling local impacts that could be expected from a brewery. We do not know what circumstances may exist in other potential locations.
- I cannot think of any reason the definition needs to be changed. I reviewed MGL 138 and there was not a definition for this use.

A handwritten signature in black ink, appearing to read "Bill Nemser", is written over a horizontal line.

Bill Nemser, AICP, LEED AP Town Planner

CONTROL _____
FOR SPECIAL TOWN MEETING SPRING 2015

**ZONING BY-LAW AMENDMENT: BREWERIES IN ~~CENTRAL~~
BUSINESSCOMMERCIAL AND INDUSTRIAL ZONING DISTRICTS**

TO SEE IF THE TOWN WILL VOTE TO amend the Protective Zoning By-laws of the Town of Maynard to allow “Brewery with ancillary food service” as an allowed use in the Business (B), Central Business (CB), and Industrial (I) Zoning Districts. Specifically, in Section 3.1.2, Table A - Use Regulations, omit the table entry under Section 4, Business Uses, for “Brewery with ancillary food service” and replace it as follows:

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Brewery with ancillary food service	N	N	N	<u>NPB</u>	PB	Y	<u>NPB</u>	N	N

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION:

Comments:

“Breweries with ancillary food service” is defined in the zoning by-laws as “An establishment that brews beer for sale and distribution to the public, including ancillary tavern and restaurant facilities for service on the premises, subject to the provisions of G.L. 138”. It is currently an allowed use only in the Health Care / Industrial (HCI) District (Clock Tower Place). The article would also make it an allowed use in ~~the adjacent Central Business (CB) District~~commercial, business and industrial districts subject to Special Permit approval by the Planning Board.

Notes:

The following abbreviations for zoning districts are shown in the table above.

S-1	Single Residence (10,000 sf lots)	HCI	Health Care / Industrial
S-2	Single Residence (20,000 sf lots)	I	Industrial
GR	General Residence	GA	Garden Apartment
B	Business	OS	Open Space
CB	Central Business		

In the Use Table the following symbols are employed:

- Y Yes, an allowed or permitted use
- N No, a prohibited use
- PB Planning Board, Special Permit required

DRAFT

CONTROL NO. **A** FOR TOWN MEETING
ANNUAL May 18, 2015

TOWN REPORT ACCEPTANCE

To hear and act upon the reports of Town Officers and Committees.

To do or act thereon.

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

Comments:

DRAFT

CONTROL NO. **B** FOR TOWN MEETING
ANNUAL May 18, 2015
ARTICLE: FISCAL YEAR 2016 SALARY ADMINISTRATION PLAN

To see if the Town, under the authority of Section 108A of chapter 41 of the Massachusetts General Laws, will vote to amend the Maynard Salary Administration Plan.

Full-Time Employees	\$16.50 to \$32.00 per hour
Part-time employees (but not less than the Massachusetts Minimum Wage.)	\$ 9.00 to \$32.00 per hour
P.T. Specialized Employees (i.e. certified, licensed)	\$20.00 to \$39.00 per hour
Veteran's Agent	\$9,500.00 annually
Inspector of Animals	\$105.00 annually
Registrar of Voters	\$105.00 annually
Clerk, Registrar of Voters	\$515.00 annually
Moderator	\$75.00 annually

To do or act thereon.

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

DRAFT

CONTROL NO. C FOR TOWN MEETING
ANNUAL May 18, 2015

ARTICLE: OBSOLETE EQUIPMENT, MATERIAL

To see if the town will vote to authorize the Board of Selectmen to dispose of surplus and or obsolete equipment or materials, as authorized by M.G.L. Chapter 30B, Uniform Procurement Act, as amended from time to time.

To do or act thereon.

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

Comments:

DRAFT

CONTROL NO. D FOR TOWN MEETING
 ANNUAL May 18, 2015
 ARTICLE: AUTHORIZE REVOLVING FUNDS Chapter 44, section 53E1/2

To see if the Town will vote to authorize the following revolving funds for certain town departments in accordance with M.G.L. c.44, section 53E ½ for Fiscal Year 2016.

Revolving Fund	**Authorized Department to Spend	Revenue Source	Use of Fund	FY2016 Spending Limit
Conserv Comm - Wetlands Bylaw Consultant Fees	Municipal Services	Fees for Wetlands Bylaw Consultants	Expenses & PT Wages Related to Administering the Consultant Fee Provision of the Wetlands Bylaw	\$ 15,000.00
Planning Board - Site Plan Review	Municipal Services	Site Plan Review, Special Permit & Subdivision Application Fees	Expenses & PT Wages Related to Site Plan Review, Special Permit, Subdivision Applications and Zoning Bylaw & Subdivision Regulation Revisions	\$ 25,000.00
Disposal - Drop Off Center	Department of Public Works	Household Hazardous Products, Yard Waste, Tires & Electronic Disposal Fees	Expenses & PT Wages Related to the Disposal of Household Hazardous Products, Yard Waste, Tires & Electronics	\$ 12,000.00
Board of Health - Licensing Fees	Municipal Services	Town of Maynard Food Establishment Inspection Fees Over \$10 (First \$10 Goes to GF)	Expenses & PT Wages Related to Food Establishment Inspections in Maynard	\$ 15,000.00
Council on Aging - COA Van Service	Council on Aging	Fees for the COA Van Service	COA Operational Expenses & PT Wages	\$ 10,000.00
Sealer of Weights & Measures	Municipal Services	Fees for Sealer of Weights & Measures Services	Sealer of Weights & Measures PT Wages & Expenses	\$ 5,000.00
Electrical/Wiring Inspection Services	Fire Department	Fee Amount Over \$15 for Wiring Inspector Services (First \$15 Goes to GF)	Wiring Inspector's PT Wages	\$ 30,000.00
Plumbing & Gas Inspection Services	Municipal Services	Fee Amount Over \$15 for Plumbing & Gas Inspector Services (First \$15 Goes to GF)	Plumbing & Gas Inspector's PT Wages and Allowable Expenses	\$ 30,000.00
Municipal Permitting	Municipal services	Fees collected to provide services in support of permit processing	Expenses and wages expended to provide support of permit processing	\$20,000.00
			TOTAL OF ALL REVOLVING FUNDS	\$162,000.00
	**Single Department Authorization May Not Exceed 1% of Tax Levy		LIMIT 10% OF FY14 TAX LEVY \$24,969,301	\$2,496,930.0
			1% LIMIT - AUTHORIZED TO SPEND**	\$249,693.00

To do or act thereon.

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

Comments:

January 30, 2015

TO: Maynard Board of Selectmen

FROM: Bill Cranshaw

RE: Fiscal Year 2016 Tax Relief

The Board has often talked of how to slow the growth in real estate tax bills. I offer the following policy as one way to provide tax relief to Maynard property owners.

The determination of the FY 16 real and personal property tax levy shall not include New Growth in excess of \$215,000.

As shown in the table below, the amount of New Growth we assume when setting the operating budget is routinely exceeded by the actual amount of New Growth. Given the vagaries of capturing New Growth, such conservative budgeting is appropriate. However, when we do the tax hearing in the fall, we often include more than the budgeted amount of New Growth when determining the amount of money to be raised by real estate taxes (the levy). The result is that tax bills are higher than expected when the operating budget was approved at the Annual Town Meeting.

The FY16 budget plan assumes \$215,000 in New Growth as part of the FY16 tax levy. With this policy, if New growth is higher than \$215,000, the additional amount would not be included in the tax levy. Rather, there would simply be a larger base of properties paying taxes to cover the operating budget and thus the additional New Growth would subsidize current tax payers. The resulting monetary savings on an individual tax bill may not be large, and would only be for one year, but the policy would be the first meaningful step in achieving the Board's desire to provide tax relief to property owners.

NEW GROWTH BY YEAR

	Budgeted	Actual	Variance
FY 2010	\$140,000	\$427,175	\$287,175
FY 2011	\$125,000	\$428,636	\$303,636
FY 2012	\$167,000	\$259,401	\$92,401
FY 2013	\$125,000	\$167,011	\$42,011
FY 2014	\$190,000	\$190,107	\$107
FY 2015	\$190,000	\$365,862	\$175,862
FY 2016	\$215,000		