



**AGENDA**  
**Maynard Board of Selectmen Meeting**  
**Tuesday, March 17, 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. New Firefighter, Swearing in**

**2. Public Comment**

**3. Acceptance of Minutes**

- a) February 9 Joint BOS/FinCom and Feb. 14 Joint Budget Session, March 03, 2015-  
Regular minutes

**4. Correspondence**

- a) Department of Public Works, monthly report January 2015
- b) Maynard Police Department, monthly report, February 2015
- c) Maynard Fire Department, monthly report, February 2015
- d) Meeting notice, Council on Aging, 3-5-15
- e) Meeting notice School Committee, 3-9-15, 3-12-15
- f) Meeting notice, Finance Committee, 3-9-15
- g) Meeting notice, Sub-BOS, 3-10-15
- h) Meeting notice, Planning Board, 3-10-15
- i) Meeting notice, MCC/MRC, 3-12-15
- j) Meeting notice, Board of Assessors, 3-17-15
- k) Meeting notice, ConsCom, 3-17-15
- l) Meeting notice, Comm. Preserv. Comm, 3-18-15
- m) Meeting notice, Historical Comm., 3-19-15
- n) Letter from SC, Transfer of Coolidge to BOS, dated 1-9-15
- o) Letter from SC, School Depart FY16 Budget, request to BOS, dated 2-27-15

# **AGENDA**

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

### **March 17, 2015**

- p) Letter from Dr. Gerardi Superintendent, School Depart FY16 Budget, request to TA, dated 2-27-15
- q) Email from Lauren Tetreault, resignation from EDC, dated 3-5-15
- r) Notice from MAGIC, schedule changes, dated 3-3-15
- s) Letter from Resident, regarding sidewalk, dated 2-18-15
- t) Letter from Xfinity dated 3-10-15, 2014 license fee payment
- u) Letter from Eversource was NStar increase Gas distribution rates dated 3-4-15
- v) Email notice, Rep. Kate Hogan's Annual St. Patrick's Celebration 3-13-15
- w) Draft MBA minutes dated 2-23-15
- x) Press Release, new business coming to Maynard, Battle Road
- y) Assabet Valley Chamber, update 3/12/15
- z) Letter to Chair, dated 3-12-15, praise to -3 employees
- aa) Letter to MassDOT, ARRT, agreed conditions at the Winter Street parking area.

**5. Consent Agenda:**

- a) **Special One-Day Permit, Parade, Opening Day, AVLL, April 26, 2015**
- b) **Special Permit, Relay for Life, The Color Purple – Hope for Cancer awareness, month of May 2015**

**6. License to Enter and Use Town-Owned Land for Dog Park: MayDog**

**7. 129 Parker Street Update**

**8. Central Middlesex Emergency Response Association (CMERA) Rate Increase**

**9. ATM/STM Warrant Articles**

**10. FY16 Budget Update**

**11. Economic Development Updates**

**12. Town Administrator Report**

**13. Chairman's Report**

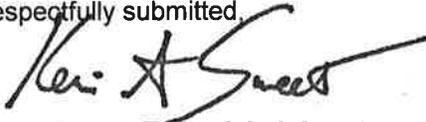
**14. Old/New Business**

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

**16. Executive Session – To consider the purchase, exchanges, lease of value of real property**

**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**March 17, 2015**

Respectfully submitted,

A handwritten signature in black ink that reads "Kevin Sweet". The signature is written in a cursive style with a long horizontal stroke at the end.

**Kevin Sweet, Town Administrator**

Next meeting date(s):

Special Meeting – March 31, 2015 Articles only

**THIS AGENDA IS SUBJECT TO CHANGE**

## Becky Mosca

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**From:** William Cranshaw  
**Sent:** Friday, March 13, 2015 5:32 AM  
**To:** Becky Mosca; Andrew Scribner-MacLean  
**Subject:** Mar 17 agenda

Hi Becky,

Please add approval of minutes for Feb 9 and Feb 14 to the agenda. Jason and I have been working on them. One or both might not be ready in time for the packet but I can send them to everyone this weekend if need be.

When that's done send me the latest agenda and packet for a final check.

Thanks

Bill



OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNARD**

MUNICIPAL BUILDING  
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

**Selectmen's  
Meeting Minutes  
Tuesday, March 3, 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).**

**Public Comments**

There were no public comments

**Acceptance of Minutes, February 17, 2015**

**A motion was made by Selectman Cranshaw to approve the minutes of February 17, 2015. Second by Selectman Gavin. Vote 4-0-1 (Kreil abstained). Motion approved.**

**List of Correspondences (mail to the Selectmen's Office for March 3, 2015).**

- a) Monthly Report, Town Accountant for January 2015
- b) Notice from Town Clerk, January 2015
- c) Notice from the Assessors, 2/24/15 release of overlay accounts.
- d) Legal notice, Planning Board hearing, 3-10-15, 129 Acton Street
- e) Meeting notice, Finance Committee, 2-23-15
- f) Meeting notice, Zoning Board of Appeals, 2-23-15
- g) Meeting notice, Board of Health, 2-24-15
- h) Meeting notice, Planning Board, 2-24-15
- i) Meeting notice, Board of Assessors, 2-24-15
- j) Meeting notice, Lowell Regional Transit Authority, 2-26-15
- k) Meeting notice, Cultural Council, 2-26-15
- l) Meeting notice, School Committee, 2-26-15
- m) Meeting notice, Coolidge Re-Use Task Force, 2-24-15 & 2-28-15, 3-3-15
- n) Meeting notice, Economic Development Committee, 3-3-15
- o) Meeting notice, Maynard ConsCom, 3-3-15
- p) Meeting notice, Community Preservation Committee, 3-4-15

- q) Meeting notice, Sub-Committee BOS, 3-4-15
- r) Notice, Boys & Girls Club received grant 2-13-15
- s) Rescheduled Small Business Health Insurance, 3-26-15
- t) Notice, Maynard Retirement Board, nominated, Clifford Wilson
- u) Letter dated 2-26-15, Maynard Retirement Board, advised elections results.
- v) Letter/comments to Linda Hansen ARRT Rep. dated Feb 4, 2015
- w) MOA from Jon Witten, opinion as to the relationship between NBOD for 129 Parker Street and Maynard Zoning By-Laws

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

**MHS Short Term Borrowing –**

Town Administrator, Kevin Sweet gave Board a brief update on why Town needs to bond this money.

It is for the Maynard High School – we still need to do a final audit with MSBA.

**A motion was made** by Selectman Cranshaw

to approve the sale of a \$1,802,372 1.00 percent General Obligation Bond Anticipation Note (the “Note”) of the Town dated March 6, 2015, and payable March 4, 2016, to Eastern Bank at par and accrued interest, if any, plus a premium of \$10,592.84.

That in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated February 19, 2015, and a final Official Statement dated February 25, 2015, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

That the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Note for the benefit of the holders of the Note from time to time.

That each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

Second was made by Selectmen DiSilva. Vote 5-0. Motion approved.

**NBOD Zoning Update with Bill Nemser, Town Planner**

Bill Nemser commented that with the information from Ad-Hoc committee and others for uses. Planning Board is looking at available opinions and ways for each use and purpose. Bill discussed elements to be included in the NBOD for 129 Parker Street.

A survey to Planning Board members is going out for each member to fill out and get back to Bill with information. Bill is working this via a workshop. PB schedule is filled with projects at this time but does add as agenda item to all meetings to keep moving forward.

This is over the existing zoning allowed for additional uses.

- A variety of health care operations,
- Senior assisted living
- Green energy
- Flex zoning
- Small business start ups
- Research and Development (R &D)

### **ATM/STM Warrant Articles**

**A motion was made** by Selectman Cranshaw to accept Control O (Community Preservation Fund Budget Fiscal Year 2016) as shown, as an article for Annual Town Meeting. Second by Selectman Gavin. Vote 5-0. Motion approved.

**A motion was made** by Selectman Cranshaw to accept Control S (Water Retained Earnings) as shown, as an article for the Special Town Meeting. Second by Selectman Gavin. Vote 5-0. Motion approved.

**A motion was made** by Selectman Cranshaw to accept Control U (Sewer Retained Earnings) as shown, as an article for the Special Town Meeting. Second by Selectman Egan. Vote 5-0. Motion approved.

Sel. Cranshaw reported that the Planning Board hearing on the Board of Selectmen's zoning article about brewery uses in the central business district was continued until March 10. The proponent is considering an option to locate in the Mill (where use is currently allowed). Sel. Cranshaw requested authorization to withdraw article and request that hearing be closed should the proponent locate in the Mill.

**A motion was made** by Selectman Gavin to authorize the Chair to withdraw the article should it no longer be necessary. Second by Selectman Cranshaw. Vote 5-0. Motion approved.

### **FY16 Budget Update**

Town Administrator, Kevin Sweet

- Governor Bakers' Budget to be released on March 4, 2015. Chair asked question if we should do anything with it or wait until the house numbers. TA recommended adjusting budget projections only if Governor's budget has lower state aid for Maynard.
- Assabet Valley Regional High School lowered their final budget.
- We received a verbal notice from MIIA regarding "Health Insurance" 9.98% that is more than what we planned in our budget. The reasons for increased caused by the older age for children to be on parent health insurance until the age of 26, and a few health issues on our plan.

### **129 Acton Street Comments**

The Board discussed comments to be provided at the march 10<sup>th</sup> Planning Board hearing. The consensus was to (1) have a development agreement in place before town meeting, (2) require two affordable housing units, per the Community Development Principles, and (3) follow the Town's Complete Street policy and require pedestrian and bicycle accommodation along Acton Street or by the rail trail.

### **Economic Development updates**

Town Administrator, Kevin Sweet commented on the following;

- The EDC requests the BOS to encumber \$20,000.00 for the development of a community-marketing program. (Startup funding). The EDC Marketing sub-group will finalize a scope of work but it is intended to complement the recommendations from the FinePoint and Metro-Create presentations in 2014. Scope of work (RFQ) scope will include a plan for a model and plan. EDC will approve before it goes public. BOS requested this request back in writing.
- ECD is also requesting future spending from the Downtown enhancement fund. (Community initiatives like way finding, streetscapes, grants, and loans.
- EDC is evaluating the Town's Alcohol policy and expects to provide feedback by the 4/7 BOS meeting. Questions around section 17 and 22 being discussed.
- We meet with Saracen last week, we had a good (2) hour meeting cannot go into details but after the auction more information will be out for the public. Auction date March 26 2015
- Gruber Bros. Furniture looking to sell building.

### **Town Administrator Report.**

- DEP meeting scheduled for April 28 from 5pm to 7pm, due to flooding issues on Hayes Street.
- Chief Stowers and I meet with group in Concord for the CMERA meeting; ALS/BLS rate increase (May1, 2015) this will need BOS approval.
- MBA meeting, parking occurred which focused on parking stickers for employees working in the downtown at designated parking and metered parking? MBA working on survey of parking in area.
- COA Director is currently not working due to an on the job injury.
- Nomination papers pulled via the Town Clerk's office; BOS – 3, Mod – 1, SC – 3 and 1 Library Trustee.
- MIIA, health Insurance has verbally announced our rate for FY16 and it is substantial increase at 9.98%

### **Chair Report**

- Sub. BOS Committee meeting scheduled for March 4<sup>th</sup> and March 10<sup>th</sup>
- Winter St- MassDOT comments, agreed to downsize to 10 spots but if we to put this in writing and say if the need arises we will put back to 20 spots.
- Question for TA, are you working on a list of contracts for the Board.
- Meeting with 129 Parker Street this past week, and discussed the Development Agreement and other findings per Attorney Witten's letter.. They have requested to come before the Board on March 17, 2015.

**New/Old Business:****Selectman Egan:**

- CPC has made their final decisions on applications for 2015 monies, 1) memorial park, 2) Rail Trail, 3) Coolidge re-use survey, 4) Town Hall re-do main hallway, 5) Fowler & Green Meadow School playground

**Selectman DiSilva:**

- Any updates from our Liquor Licenses holders on opening back up. Monsoon commented still looking for Chef, Carron Group commented working to sell
- Commented on the job DPW did with intersections. (Good job) Next, will they be working on the sidewalks downtown – tuff to get to and from cars.

**Selectman Gavin:**

- Commented; 129 Parker Street is plowed.
- Email from downtown business that wants a carry in License. Will we be hearing from them? TA said it would be scheduled soon.
- Handicap access is still very difficult with the snow.

**Selectman Kreil:**

- Asked TA if he could get a copy of the CPA
- Comments via email – (Can snow be moved into the skate park at Green Meadow so they could have more parking spots back?)
- Any information back on the SNOW funding? TA, yes we need to add more than 2 days of bills, we can now add up to 14 days of billings
- MMA – Green Communities curbside trash pick-up had a grant available, can someone from Town Hall reach out to them on this.

**Executive Session**

**A motion to convene** an executive session was made by Selectman Gavin and duly seconded by Selectman DiSilva. The purpose of the meeting is the approval of executive session to consider the purchase, exchange, lease or value of real property.

## 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 Gavin. Second by Selectman DiSilva. Vote 5-0. Motion approved.

Time: 9:45 pm

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

Date:

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

Initials: BJM

#1 BOS Agenda 3-17-15 BSM.

Becky Mosca

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**From:** Anthony Stowers  
**Sent:** Tuesday, March 10, 2015 4:38 PM  
**To:** Becky Mosca; Kevin Sweet  
**Cc:** Michelle Sokolowski; Diane Donovan  
**Subject:** RE: Swearing-in

Becky,

I'd like to add our new call firefighters and Gerry Byrne as an on-call Captain to the searing in as well. The total would be:

Mike Cisek career firefighter  
Gerry Byrne on-call Captain  
Ralph Rodriguez on-call firefighter  
Matt James on-call firefighter  
Taylor Soberg on-call firefighter

Thanks,

*Anthony Stowers*

Anthony Stowers/Fire Chief EFO, CFO  
Maynard Fire Department  
Maynard, Massachusetts  
(978) 897-1014  
(979) 897-3389 fax



"It is not the strongest of the species that survives, nor the most intelligent that survives. It is the one that is the most adaptable to change"

**Charles Darwin**

**From:** Becky Mosca  
**Sent:** Tuesday, March 10, 2015 12:49 PM  
**To:** Kevin Sweet; Anthony Stowers  
**Cc:** Michelle Sokolowski; Diane Donovan  
**Subject:** RE: Swearing-in

Kevin & Chief,

Anthony Stowers/Fire Chief EFO, CFO  
Maynard Fire Department  
Maynard, Massachusetts  
(978) 897-1014  
(979) 897-3389 fax



"It is not the strongest of the species that survives, nor the most intelligent that survives. It is the one that is the most adaptable to change"  
**Charles Darwin**



**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: February 20, 2015

Re: Monthly Report – January 2015

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

Some of the major issues worked on in the month of January 2015 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)
- Chapter 90 reimbursement documents prep
- Working with Woodard & Curran on the bid documents for exterior recoating of the concrete water storage tank
- Preliminary discussion with VHB on potential installation of a transfer Station Facility - ongoing
- UST Program – Underground Storage Tanks Inspection – on going
- FY 16 Roadway Improvement Plan – ongoing
- FY 16 Budget prep – ongoing

- Tree Works – various locations
- New Water Source Investigation with Woodard & Curran – ongoing
- Winter Season Readiness – ongoing
- Snow & Ice Operations – ongoing
- Blizzard of 2015
- 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
- Water pipe freeze up at 27 Maple Street
- 17 Randall Road water pipes burst and freeze up. Shut off water in the garage and isolated the freeze
- Apple Ridge pool house froze and burst we shut off the water at the curb
- 17 Parker Street water pipe froze and burst we shut off main behind meter house in unoccupied
- 2 Great Road sewer block we jetted the main line
- Repair fire hydrant that the Sudbury Fire Department broke at Apple Ridge condo fire.

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

Our primary focus's this month was to prepare and act upon weather events.

- We had twelve weather events, for a total snowfall of 48 inches which required us to treat and/or plow streets and sidewalks
- We received 400 tons of treated road salt for future use
- Cold Patch potholes town wide
- Rebuilt a catch basin at Loring and Hazelwood
- Spent many man hours receiving and storing road salt
- Spent two days turning up the new LED lights

We continued to assist other Departments and groups as needed with manpower and or equipment as requested. Assisted cemetery department with four funerals.

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

- During the month we had two full burials
- Chipped a total of 526 Christmas trees at the drop off at the Boys and Girls Club.

- Three days of work at Town Hall park
- Cemetery woods and trash pickup
- Trash collected at parks town wide
- Cemetery building clean up
- Blizzard clean up at the cemetery
- Assisted the highway department with snow plowing, sanding and removal.

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

- December's DMR sent to the EPA and DEP. One exceedance due to problems with the sodium hypochlorite chemical tubing. DEP notified of tubing problem. Set up temporary sodium hypochlorite dosing system in Tertiary Building.
- Influent flows decreased from over 1 MGD to 0.7-0.8 MGD.
- All permit required laboratory analyses were conducted.
- Primary clarifier chains icing up, causing high torque alarms, space heaters installed in chain guards to alleviate the problem.
- Daily equipment rounds, weekly exercising of emergency generator (under load), and weekly greasing of RBC bearings conducted.
- Sodium hypochlorite tubing: hose barbs were installed connecting new tubing to old and tested for leaks. Next day found with no flow through tubing water in new tubing was frozen. Were able to that this section, found the next section (manhole to manhole) was partly frozen. Just a trickle of water was exiting from tubing. After four days of keeping constant water running in tubing this section was finally cleared. The final connection of hypochlorite tubing was not made before the blizzard at the end of January arrived. As soon as we can gain access to manhole (currently under a 10 foot high snow bank) we will make the final connect.
- Russ Gies was out on disability from January 2015 through the end of the month. An operator from the Westboro facility was transferred in Russ's absents.
- Veolia hired the fourth operator, William Barton, who started on January 28, 2015.
- During the blizzard (January 26 – 28), the facility was manned 24 hours a day.
- Veolia has contracted snow removal at the facility to CH Landscaping and Construction.



## **Maynard Police Department**

Chief Mark W. Dubois

To: Board of Selectmen

### Monthly Report – February 2015

On February 4<sup>th</sup> we held our annual department training day. All department staff spent the entire day in our training room for eight hours of updates, recertification, and new topics. This year our agenda consisted of accreditation updates and policy review. Officer Burman from Ashland PD presented COPLOGIC which is a state run intelligence website just for police departments. He issued user names and passwords for everyone trained. Two officers from the Middlesex Sheriff's Department trained staff in PREA (Prison Rape Elimination Act) which is required by federal legislation and applies to all police departments that have holding cells. We also had two staff members from The Advocates who spent over one hour on Mental Health awareness, techniques to use, and services we can utilize.

The second week of February Lieutenant Noble attended the New England FBI Law Enforcement Executive Development Conference in Connecticut. A variety of executive level topics were presented throughout the week which focused on critical incident response and media relations. Guest speakers included the Director of the FBI, the Police Chief from St. Louis County, Missouri, and Dr. Lee former Commissioner of the Connecticut State Police and forensic science expert.

On February 23<sup>rd</sup> Officer Chris Sweeney began his new assignment as a school resource officer. Officer Sweeney will work closely with all the schools and deal specifically with juvenile issues. He is replacing Sgt Duggan who did an outstanding job but was reassigned upon being promoted. The School Resource Officer position is critical connection we have with the schools and we know Officer Sweeney will be very successful continuing the outstanding working relationship we have with the schools.

Attached are the police department statistics for February 2015

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	20	20
Alarm Fire/Smoke/CO	0	12	12
Alarm - Business	0	14	14
Alarm - Residential	0	7	7
Animal Complaint	0	15	15
Arrest / Fugitive	0	1	1
Area check	431	4	435
Assault	0	1	1
Assist Citizen	3	18	21
Assist Fire Dept.	0	5	5
Assist Other Agency	0	4	4
Attempt to locate	0	1	1
B & E (Motor Vehicle)	0	2	2
By-Law Violation	0	1	1
Prisoner Cell Checks	0	17	17
Building Check	149	0	149
Cruiser Maintenance	8	0	8
Court Paperwork Received	0	6	6
Civil Dispute	0	3	3
DIRECTED PATROL	25	0	25
Disturbance	0	7	7
Drill - School Lockdown	0	1	1
Disabled MV	4	6	10
Domestic Disturbance	0	6	6
Environmental	0	31	31
Extra Checks Request	0	1	1
Family Matter/Civil Matter	0	2	2
Fire, Other	0	1	1
Field Interview	9	1	10
Follow Up Investigation	9	4	13
Fraud	0	3	3
General Service	1	28	29
Harassing / Harassing Calls	0	7	7
House Check	1	0	1
Hazard	0	9	9
Identity Theft	0	2	2
Investigation	1	0	1
Larceny	0	2	2
Loud Music	0	1	1
Medical Emergency	0	58	58
Mutual Aid - Concord	0	2	2
M/V Accident w/ no injury	1	22	23
M/V Accident, w/Injury	0	1	1
M/V Complaint	2	19	21
M/V Accident; Hit & Run	0	7	7
Motor Vehicle Stop	152	1	153
Notification	0	1	1
Open door	0	2	2
Serve Paperwork	6	3	9
Parking Complaint	4	8	12
Personel Entry	0	6	6
Property Release	0	2	2
Found / Lost Property	0	5	5
Radar Enforcement	100	0	100
Sudden Death	0	1	1
Section 12/Psych.Emergency	0	2	2
Shoplifting	0	1	1
Serve Summons	3	0	3
Suspicious Person	0	3	3
Suspicious Activity	0	11	11
Suspicious Vehicle	7	5	12
Tagging	2	0	2

Maynard Police Department  
Dispatch Analysis

Page: 2  
Printed: 03/03/2015

Traffic Enforcement	80	1	81
Traffic Control	1	1	2
Truancy	0	1	1
Serve Warrant	7	1	8
Well Being Check	0	15	15
Wire Down/Tree Down	0	11	11
<b>TOTAL</b>	<b>1006</b>	<b>433</b>	<b>1439</b>

**Case Assignment Breakdown**

<u>Type Of Case</u>	<u>Total</u>
Incidents	66
Accidents	22
Arrests	20
Citations	57
EMS	0
Field Interviews	0
Fire Incidents	0
<b>TOTAL</b>	<b>165</b>

**TOWN OF MAYNARD  
ANIMAL CONTROL SUMMARY REPORT  
FEBRUARY, 2015**

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**TOTAL NUMBER CALLS HANDLED** **16**

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# Complaint Calls	1
# Lost Dog Calls	1
# Lost Cat Calls	
# Other Cat related calls	
# Animal / Wildlife Calls	
# Miscellaneous Calls	11

**TOTAL # ANIMALS PICKED UP** **1**

Total # not licensed	
Total # dogs not claimed	
# still in dog officer custody	
#surrendered to Humane Shelter	

**TOTAL # HUMAN BITE CALLS** **1**

**TOTAL # ANIMAL -> ANIMAL BITE**

10 Day Quarantine Order -Human Bite	ISSUED 1 / RELEASED
10 Day Quarantine Order -Animal Bite	ISSUED / RELEASED
45 Day/6 Month Quarantine Orders	ISSUED / RELEASED

**TOTAL # CITATIONS ISSUED**

# No license citations	
# Leash Law/Dog not under owner control	
# Other Offense	
# Court summons processed	

Submitted by:  
Jennifer A. Condon  
Animal Control Inspector/Officer



# MAYNARD FIRE DEPARTMENT

Fire Chief  
Anthony Stowers

## Monthly Report

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### FEBRUARY 2015

#### FIRE RESPONSE AND OTHER FIRE DEPARTMENT ACTIVITIES

Number of requests for service from February 1, to February 28 was 139 resulting in over 250 emergency responses and a total of 570 additional activities or service requests for the month. The requests break down for the month break down as follows:

Fire and Emergency Incidents:	139
In-house Training Classes/other training:	34
Fire Safety Inspections-Pre-fire Plans other Fire prevention	49
Administrative/Other:	369
Station/Vehicle Maintenance	118
Total activities for February:	709

#### TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 150 hours of on-shift training this month in a variety of topics such as Emergency Medical Recertification, driver/operator, Fire Safety Surveys, Leadership Development, Ice 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. 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 continuing to work with the Insurance Service Office (ISO) on a periodic audit of fire protection capabilities for the town of Maynard.

*It is the mission of the Maynard Fire Department to protect the lives and property of the citizens and visitors of Maynard from disasters both natural and man-made, with compassion, motivation, teamwork, commitment and quality fire protection and education.*

## ACTIONS OF NOTE:

The continuing snow continued to be the story into February. We put on extra firefighters for a couple of the storms we faced. We do this for a couple of reasons. First we felt it would be difficult to get people back to the station if we had a major event, and second we did not want to have our firefighters driving from home at shift change which was the height of the storm. We put a plan in place to work with DPW to ensure we had access to any location that had an emergency and we had great success with that. This will be a model moving forward for similar situations.

Firefighters have been very shoveling hydrants and in some cases walkways to get patients out to the ambulance, or even to gain access to a building! This has been a very difficult winter to date and I would like to recognize their efforts and thank them for their hard work!

We have added 4 on-call firefighters to our ranks and look forward to watching them learn and gain experience moving forward! These firefighters are Ralph Rodrigues, Taylor Soberg and Matt James. Additionally recently retired firefighter Gerry Byrne has agreed to stay on as an on-call firefighter, we will see a great benefit to Gerry's experience as we train our new firefighters.

Firefighter Sean Layton has resigned to take apposition with his hometown of Somerville. We will miss Sean and wish him luck moving forward! We expect to appoint a new firefighter within the next few weeks.

Firefighter Michael Parr graduated from the Recruit Academy at the Massachusetts Fire Academy on February 27.

We assisted at a 2 alarm fire in Acton.

We attended a meeting with the Council on Aging in order to build a partnership of safety for our seniors. We will be utilizing our Senior SAFE Grant to help get education programs out to our community's older adults. We will be working with the Council on Aging and their new director in the coming months to begin that process.

We will be working with Emerson Hospital on a fall prevention program impact study in the coming months. The idea is to create a benchmark and see the impact our fall prevention program is having in Maynard. The goal is to reduce community risk and reduce human suffering through prevention.

We are continuing to aggressively pursue grant funding from multiple sources; in fact we will be submitting 3 more grants in the coming weeks.

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



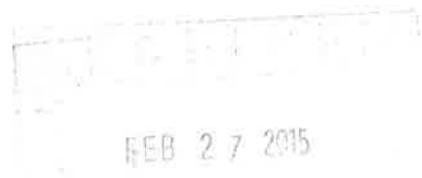
**Figure 1 Mike Parr receiving his certificate with Chief Stowers (left), his father David Parr (retired Fire Chief from Wakefield), and State Fire Marshal Stephen Coan.**

*It is the mission of the Maynard Fire Department to protect the lives and property of the citizens and visitors of Maynard from disasters both natural and man-made, with compassion, motivation, teamwork, commitment and quality fire protection and education.*

Date Posted: February 27, 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, March 5, 2015 10:00 am**

**M T W T H F**

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Month                  Date          Year                  Time                  AM/PM

Agenda or Topics to be discussed listed below:

1. Approval Minutes of previous meeting (s):
2. COA Director Report
3. Matter of Balance Class: Informational Meeting, March 25, 2015; Eight classes start April 1, 2015
4. Proposed Council on Aging By Laws
5. Formation of Friends of Maynard

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: John R. Edson

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

Date: February 27, 2015

# 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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## POSTING

### MAYNARD PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING WITH FINANCE COMMITTEE

MARCH 9, 2015  
MAYNARD TOWN HALL  
ROOM 201

Chairperson: William Kohlman  
Posted by: Colleen Moore  
Date: 03/05/15

# 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

March 12, 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. AVC Annual Report
7. 2015-2016 School Calendar
8. FY16 Budget
9. Policies
  - 18 18.1 Bullying Prevention and Intervention
  - 102 School Committee Bylaws
  - 172 School Councils
  - 270 270.1 Relations With Police Authorities
  - 402 Criminal Offender Record Information
  - 519.1 Guyer Fowler Scholarship
  - 534 Service Animals
  - 551 Physical Restraint
  - 607 607.1 Homework
  - 631 631.1 Maynard High School Academic Requirements
  - 632 Academic Expectations, Enrichment
  - 651 651.1 Field Trips
  - 660 Modified Educational Programs/Part-time Students
  - 705 705.1 Use of School Facilities
  - 706 Distribution of Literature From Outside Organizations
10. Citizen's Comments
11. Members Comments/Questions

Chairperson: William Kohlman  
Posted by: Colleen Moore  
Date: 03/06/15

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            March        9        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: \_\_\_\_\_

Review school department budget and free cash request  
Review and vote on spring town meeting articles as available

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

**THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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

**Date Posted**

## **TOWN OF MAYNARD**

### **MEETING NOTICE**

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

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

### **Board of Selectmen Subcommittee on Policy and Regulations**

Address of Meeting: **Town Building, 195 Main Street  
Room 197**

Date of Meeting: **Tuesday, March 10, 2015  
6:00 PM**

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

- 1. Approval of minutes**
- 2. Water and Sewer Regulations – Review with Chris Okafor**
- 3. Cemetery Regulations – Review with Chris Okafor**
- 4. Old/New Business**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: **Bill Cranshaw**

Posted by:

Date:



**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 March 10, 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) Proposed changes to the Maynard Protective Zoning Bylaws:  
Section 3.1.2, Table A, Use Regulations, Part 4, A modification of Table A – Use Regulations in Section 3.1.2 modifying the table entry under Section 4, Business Uses to allow a “Brewery with ancillary food service” by Planning Board Special Permit, in the Central Business District.
- b) A petition filed by Distinctive Acton Homes, Inc., 25 Westford Lane, Acton, MA 01720 to change the Zoning Map designation of the property located at 129 Acton Street (Map 5, Parcels 72, 73 and 95) from Industrial and S1 Single Residence District to a General Residence zoning district.
- c) NBOD project update.

**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: March 4, 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 March 12, 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; January 2015**

2. **Region 4A / MEMA updates:**

3. **Town Updates:**

4. **Newsletter:**

5. **Old Business:**  
    **Appreciation / Connection Dinner**  
    **Training**  
    **Calendar**

6. **NEW BUSINESS TOPICS:**  
    **Storm alerts; deployment potential**  
    **Wish List**

7. **Other:**

8. **Adjourn –**

**NEXT MEETING: April 9, 2015 at 6:30 PM in Municipal Services Meeting Room**

**THIS AGENDA IS SUBJECT TO CHANGE**

**CHAIRPERSON(S)**

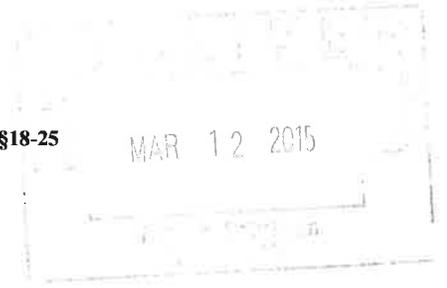
John Flood  
Mary Ellen Quintal

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

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

Maynard Conservation Commission

Maynard Town Hall  
Municipal Services Conference Room  
**TUESDAY, March 17, 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 03/03/2015.

**PUBLIC HEARING:**

- Notice of Intent  
Assabet River Rail Trail  
Marti Nover, representative

**WETLANDS/STORMWATER ISSUES:**

- Permitting requirements for re-establishing the pond at 62 Glendale St (farm)
- DEP meeting to address flooding on Hayes Street tentatively scheduled for April 28

**LAND MANAGEMENT:**

- David Mark volunteered to assist with rebuilding the Assabet River walk boardwalk
- Tapping of maple trees on town land (again)

**BUSINESS:**

- Reschedule the April 21 meeting
- Review Draft Stormwater Management Bylaw regulations
- Proposed Riverfest events submit to committee by March 26

**Mail of note:**

- ARRT Water Quality Certification
- ARRT Environmental Notification Form
- ARRT Application for a Chapter 91 Waterways License

**Upcoming Meetings:**

- Next Conservation Commission meeting, **April 7, 2015.**
- US Army Corps General Permit for Massachusetts webinar (inland wetlands), **March 18, 10-12**
- Friends of Assabet River NWR, Conservation Strategy for the New England Cottontail, **March 25, 7:00 PM, Sudbury**
- MSMCP brown bag, **March 25, 2:30**, Cold Water Fisheries, Middleboro
- Friends of Assabet River NWR, Gray Seal Pups on Muskeget and Monomoy Islands, **April 1, 7:00 PM, Sudbury**
- Annual Town Meeting, **May 18**, Fowler School, 7:00 (warrant articles due March 12<sup>th</sup>)

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent



## BOARD OF ASSESSORS

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

---

# TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

~

## TOWN HALL

**Room 197 – Upstairs (TA Conference Room)  
Tuesday, March 17, 2015  
6:30 PM**

## AGENDA

- REVIEW AND SIGN MINUTES
- GUEST: CHERYL KANE, TREASURER/COLLECTOR
- MONTHLY REPORTS
- REVIEW AND VOTE ON ABATEMENTS
- REVIEW ARTICLE FOR ATM

Posted 03/11/2015

**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, March 18, 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 last meeting
- Update on our file copying
- Financial Subcommittee update
- Other Administrative issues

**CORRESPONDENCE:**

- Mail received

**BUSINESS:**

- Spring Town Meeting updates
- Review procedure for submitting applications
- 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

**TOWN OF MAYNARD**

**MEETING NOTICE**

**Maynard Historical Commission**

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

**Thursday, March 19, 2015 at 7:00 PM**

**Agenda or Topics to be discussed:**

- 1. Approve Minutes of previous meeting(s):** February 17, 2015
- 2. Old Business Topics:**
  - Coolidge School Re-Use Task Force- update: Ken
  - MACRIS bid review - Status: Lee
  - Demo Delay By-law –review draft: Dave, Ellen, Paul
  - Cemetery celebration/rededication budget estimates: Peg to provide written concept
  - Markers and perambulation: status
  - Gold Star project: update--Haley
- 3. New Business Topics:**
  - Marker for Fine Arts Theater: Review sketch (Lee has drafted)
  - ARRT impact on historic properties: Correspondence update
  - Need to resend historic properties list: Gruber Bros
- 4. Other:**
  - Member concerns
- 5. Next regular meeting:** Tuesday, April 21, 2015

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Jack MacKeen



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

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

*The Maynard Public Schools are committed to a superior academic experience for Maynard's students that prepare them to be productive citizens in an interconnected technological world.*



**MAYNARD PUBLIC SCHOOLS**  
**School Committee**  
3-R Tiger Drive, Maynard, Massachusetts 01754

January 9, 2015

Maynard Board of Selectmen  
195 Main Street  
Maynard, MA 01754

JAN 20 2015

RE: Transfer of Coolidge

Dear Board of Selectmen,

At the January 8, 2015 school committee meeting, the School Committee discussed the central office relocation to the Fowler School and the transfer of the Coolidge School to the Town of Maynard.

The Coolidge School Building is no longer needed for school purposes. A formal vote to transfer the Coolidge School building and property to the care, custody, management and control of the Board of Selectmen was approved.

This letter will serve as the written notice that the School Committee must give to the Board of Selectmen in regard to this matter.

Sincerely,

The Maynard Public School Committee

A handwritten signature in cursive script, appearing to read "William Kohlman".

Dr. William Kohlman  
School Committee Chairman

*The Maynard Public Schools are committed to a superior academic experience for Maynard's students that prepare them to be productive citizens in an interconnected technological world.*



**MAYNARD PUBLIC SCHOOLS**  
3R Tiger Drive Maynard, Massachusetts 01754  
978-897-2222

February 27, 2015

William Cranshaw  
Maynard Board of Selectmen Chairman  
195 Main Street  
Maynard, MA 01754

RE: School Department FY16 Budget

Dear Chairman Cranshaw:

At the February 26th school committee meeting the School Committee discussed the state of the FY16 school department budget. The School committee is grateful to the Town Administrator for being so supportive of the School Department by recommending a 4.2% increase to our budget. Unfortunately, the Maynard public Schools have seen huge increases in the cost of special education out-of-district placements for the last several years which has impacted our ability to provide a level service to the entire school community. Even with the 4.2% increase for FY16, the School Committee will have to find \$247,286 in reductions. We would greatly appreciate it if the Board of Selectmen could find the additional \$247,286 in funding for the school department budget to help us provide a level service to the school community in FY16.

The school committee also discussed the conversation that was had at the Town Official Joint Budget Hearing on February 14th in regard to the funding of a capital projects line item and wanted share their concerns about doing so. While the School Committee agrees that it is prudent to begin creating a general fund line item for capital projects, they are concerned if funding that line item impacts services provided to the community. The School Committee is also in support of the Assistant Town Administrator's plan to use retired debt to fund a capital line item. However, it was mentioned that a consideration would be made toward funding a capital line item with \$100,000 out of this year's operating budget. It was also suggested that funding may have to be shifted from other departments and that the school budget might be reduced by an additional \$60,000.

The School Committee is formally asking the Finance Committee and Board of Selectmen to not consider funding the capital line item at the expense of the services that are provided by any of the town departments. We would respectfully request that the Finance Committee and Board of Selectmen consider alternative funding sources for this year's funding of a capital line item such as increases in state and local revenues, free cash, or the stabilization fund.

Sincerely,

The Maynard School Committee  
(as voted on 2/26/2015)

cc: Maynard Board of Selectmen  
Maynard Finance Committee  
Kevin Sweet  
Andrew Scribner-MacLean

*The Maynard Public Schools are committed to a superior academic experience for Maynard's students that prepare them to be productive citizens in an interconnected technological world.*



**MAYNARD PUBLIC SCHOOLS**  
3R Tiger Drive Maynard, Massachusetts 01754

*Robert J. Gerardi, Jr. PhD*  
Superintendent of Schools  
[rgerardi@maynard.k12.ma.us](mailto:rgerardi@maynard.k12.ma.us)  
978-897-2222

February 27, 2015

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

RE: School Department FY16 Budget

Dear Kevin,

At the February 26th school committee meeting, the School Committee discussed the FY16 school department budget. The school committee wanted me to share with you their appreciation for your support of the schools in the budget process.

In addition to the budget submission, the School Committee had previously identified a need for additional technology infrastructure expenses in order for the Fowler and Green Meadow schools to meet the Maynard High School technology standards. They had discussed the idea of submitting it to the Capital Planning Committee or asking for it to be funded out of "Free Cash". The school department administration has written a DESE grant for \$80,000 worth of DESE infrastructure improvements to the Fowler and Green Meadow schools over a two year period. The expectation from DESE is that the school departments would contribute \$120,000 of local in-kind funding. Maynard Public Schools are currently considered a candidate in line for potential funding of the DESE \$80,000 starting in August of 2015. It is our understanding that we can split the \$120,000 in-kind funding up between the two years of funding.

As you prepare the warrant articles for the upcoming annual town meeting, the School Committee wanted to request that you recommend that \$60,000 from "Free Cash" be used to support this grant project in FY16.

Sincerely,

Robert J. Gerardi, Jr., Ph.D.  
Superintendent of Schools

cc: Maynard Board of Selectmen  
Maynard Finance Committee

## Becky Mosca

---

**From:** Lauren Tetreault <lauren@laurenknowsrealestate.com>  
**Sent:** Tuesday, March 03, 2015 7:27 AM  
**To:** Chris Worthy  
**Cc:** Andrew Scribner-MacLean; Becky Mosca; Bill Nemser; Courtney Rainey; Ellen Duggan; jmackeen; Jordan Eldridge; Julie Pavlowich; Kate Hogan; Kevin Sweet; Melissa Levine-Piro; Paul Nickelsberg; Ron Calabria; Stephanie Duggan  
**Subject:** EDC

Dear Chris and all:

It's with great regret I have to resign the Economic Development Committee. Recent worsening health issues with my elderly parents in addition to working full time has filled my calendar to over full, and I'm having to step away from some of the volunteer duties I enjoy so much

My interest in the work of the EDC remains; unfortunately, I cannot be a part of it at this particular point in time.

Please pass along my regards to all of the wonderful people I've been crossing paths with on the Committee. If there is some stand alone project I can assist with in the future, I hope you will call on me.

Kind regards,

**Lauren T. Tetreault**  
Premier Agent, ABR, SRES



COLDWELL BANKER RESIDENTIAL BROKERAGE  
11 Main Street, Concord, MA 01742  
978-273-2005 < cell/text  
978-323-5747

## Becky Mosca

---

**From:** Tanya Paglia <tpaglia@mapc.org>  
**Sent:** Tuesday, March 03, 2015 1:39 PM  
**To:** Becky Mosca  
**Subject:** Next MAGIC Meeting - April 2, 2015, 3 to 5 pm in Concord



### MAGIC Schedule Changes

**Where:**

Concord Department of Planning  
& Land Management  
141 Keyes Road  
Concord, MA 01742

[Driving Directions](#)

**When:**

Thursday April 2, 2015 from 3:00  
PM to 5:00 PM EDT  
[Add to my calendar](#)

Dear Becky,

Thank you to everyone that was able to attend our Legislative Breakfast last week in Bedford. We had a great turn out despite all the weather woes of the last month. With 9 of the MAGIC subregion's 12 Legislators in attendance, a fantastic discourse on State and Regional issues ensued.

I'm writing to update members of the MAGIC community on some schedule changes to our 2015 calendar. The most pressing change is that we have postponed our March 5th meeting (this coming Thursday) to Thursday, April 2nd.

We have also added a Historic Preservation Forum on Monday, March 30 and will be sending out information about this event later today. The Rail Trail Event that was originally envisioned for April has been moved to May and more detailed information will be distributed later in the month.

Please see the updated schedule below

#### MAGIC Meetings in 2015

March 30, 2015      Historic Preservation Forum  
*4 to 6 pm at the Lexington Depot in Lexington, MA*

April 2, 2015      Subregional Meeting  
*3 to 5 pm in Concord, MA*

May 7, 2015      MAGIC Rail Trail Walk and Talk  
*time and location tba*

June 4, 2015      Annual Meeting  
*3 to 5 pm in Concord, MA*

July 9, 2015      Subregional Meeting  
*3 to 5 pm in Concord, MA*

September 10, 2015 Subregional Meeting  
3 to 5 pm in Concord, MA

October 1, 2015 Special Event - Friends of MetroFuture  
Walk or Talk  
time and location tba

November 5, 2015 Subregional Meeting  
3 to 5 pm in Concord, MA

December 3, 2015 Town Managers/Administrators Round  
Table  
time and location tba

*Note: The updated schedule above is subject to further  
change, but the Historic Preservation Forum and April  
Subregional Meeting dates are firm.*

Please feel free to contact me with any questions.

Thank you for your attention and response. I look forward to  
seeing you at our many upcoming events.

**Sincerely,**

Tanya Paglia, MAGIC Coordinator  
Metropolitan Area Planning Council  
[tpaglia@mapc.org](mailto:tpaglia@mapc.org)  
617-933-0781

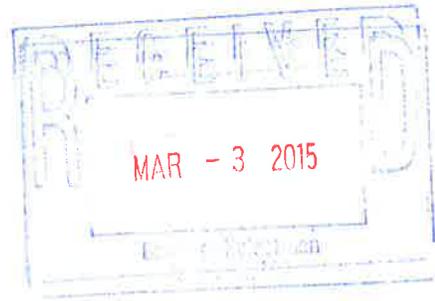
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The Metropolitan Area Planning Council | 60 Temple Place | Boston | MA | 02111

Conor & Sarah Donnelly  
38 Parker St  
Maynard MA 01754  
720-308-8215  
sbfdonnelly@gmail.com



February 18, 2015

Town of Maynard MA

We are writing to inform you of several ongoing safety issues with our front walk at 38 Parker St on the corner of Parker and Harrison streets. The issue we are writing about is the sidewalk along the Harrison side of the house.

The current situation with the sidewalks creates a major water puddle/small pond or a thick layer of ice in below freezing temps.

The rain and ice can be as much as 5-6 inches deep/thick and as long as the entire span of our front walk from our front door to our driveway. This issue is not specific to this years extraordinary snowfall, it has happened the entire 3 years we have lived here.

The ongoing problems created make it nearly impossible to walk safely from our house to the car. Our children ages 2 and 4 have both fallen into this "puddle" and become completely soaked. Soaked down to every piece of clothing from head to toe...in frigid temps too. They have also both fallen on the ice. Beyond our own household, our walk is traveled by many on their way to and from the park and corner store across the street. Shoveling up and away the water as well as sand/salting the ice are not enough to keep any of us safe from this ongoing issue.

When it snows we no longer have our alternate path across our lawn and are forced to divert around the issue into the street where we are then contending with traffic rounding the corner. We worry we are then putting our children and ourselves at risk of getting hit by a turning car.

We know every concerned citizen can't have their property quirks repaired and fixed. Given the safety issues involved here, as well as the fact that there are many who walk past our house, we truly hope that we can work together to find reasonable solutions to fix these ongoing problems.

I have included pictures of the various issues.

Thank<sup>u</sup> you,  
The Donnellys

Copies sent to:  
Board of Selectman  
Dept of Public Works

3 pages



**ABOVE LEFT** Snow melt creating a never ending puddle which inevitably freezes  
**ABOVE RIGHT** Puddle from rain, mixed with just a little remaining snow melt  
Both from driveway to the walk up to the house



**ABOVE LEFT:** Black & tick ice  
**ABOVE RIGHT:** Black ice  
Both from driveway to the walk up to the house



March 10, 2015

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



**Re: Annual License Fee & Annual Notice**

Dear Chairman and Members of the Board:

In accordance with M.G.L.c.166A §9, **enclosed please find the 2014 license fee payment** for your Community. This payment is equal to \$0.50 per subscriber and reflects 1,819 subscribers as of December 31, 2014.

Also, in accordance with Massachusetts cable regulations (207 CMR 10.01(2) and 10.02(6)), enclosed is a copy of Comcast's policies and procedures, sample subscriber bill and rate & channel line-up information for your community.

Please do not hesitate to contact me with any questions at 978.825.2308.

Sincerely,

*Ben Pearlman*

Ben Pearlman, Sr. Manager  
Government & Regulatory Affairs

Enclosures

# CHANNEL LINEUP

EFFECTIVE MARCH 1, 2015

1-800-XFINITY | xfinity.com

## ACTON, HUDSON, MAYNARD, STOW & SUDBURY, MA (C-001)

### LEGEND

Limited Basic  
Expanded Basic  
Family Tier  
Digital Economy  
XFINITY TV 300 Latino

XFINITY TV 450 Latino  
Digital Preferred  
Sports Entertainment Package  
Music Choice  
Pay-Per-View

Sports Pay-Per-View  
Digital Premium  
International Channels  
XFINITY TV Latino  
**HD Channels**

### LIMITED BASIC

2 WGBH-2 (PBS)  
3 HSN  
4 WBZ-4 (CBS)  
5 WCVB-5 (ABC)  
6 NECN  
7 WHDH-7 (NBC)  
8 Community Access  
9 Educational Access  
10 WWDP-EVINE Live  
12 WLVI-56 (CW)  
13 WFXT-25 (FOX)  
14 WSBK myTV38 (MyTV)  
15 WBPX-68 (ION)  
16 WGBX-44 (PBS)  
17 WUNI-27 (UNI)  
18 WBIN (IND)  
19 WNEU-60 (Telemundo)  
20 WMFP-62 (IND)  
21 WUTF-66 (UniMas)  
23 WYDN-48 (Daystar)  
44 C-SPAN  
48 Jewelry Television  
56 EWTN  
58 QVC  
98 RTP1  
99 Government Access  
183 Jewelry Television  
184 XFINITY Latino  
209 WGBH World  
217 WGBH Kids  
229 Trinity Broadcasting Network  
237 WGBH Create  
238 EWTN  
268 CatholicTV  
283 Leased Access  
288 WBIN-Antenna TV  
289 WBIN-GRIT TV  
290 WNEU-Exits  
291 WLVI-TCN  
292 WCVB MeTV  
295 WYDN-48 (Daystar)  
296 WFXT-MOVIES!  
297 WHDH-This TV  
298 WMUR MeTV  
299 WUNI-LATV  
300 WFXZ-24 (Mundo Fox)  
640 XFINITY Latino  
721 WFXZ-24 (Mundo Fox)  
724 WUNI-LATV  
**791 QVC HD**  
**801 WGBX-44 (PBS) HD**

**802 WGBH-2 (PBS) HD**  
**803 WBPX-68 (ION) HD**  
**804 WBZ-4 (CBS) HD**  
**805 WCVB-5 (ABC) HD**  
**806 WFXT-25 (FOX) HD**  
**807 WHDH-7 (NBC) HD**  
**808 WLVI-56 (CW) HD**  
**809 WMUR-9 (ABC) HD**  
**810 NECN HD**  
**811 WBIN (IND) HD**  
**813 WMFP-62 (IND) HD**  
**814 WSBK myTV38 (MyTV) HD**  
**815 WNEU-60 (Telemundo) HD**  
**816 WUNI-27 (UNI) HD**  
**817 WUTF-66 (UniMas) HD**  
**818 WWDP-EVINE Live HD**  
**906 HSN HD**

### EXPANDED BASIC

1 On Demand  
24 Disney Channel  
25 Nickelodeon  
26 ABC Family  
27 Travel Channel  
28 MTV  
29 VH1  
30 FX  
31 TBS  
32 HGTV  
33 TNT  
34 E!  
35 USA  
36 Lifetime  
37 A&E  
38 TLC  
39 Discovery Channel  
41 Fox News  
42 CNN  
43 CNN Headline News  
45 Bloomberg TV  
46 CNBC  
47 The Weather Channel  
49 ESPN  
50 ESPN2  
51 NESN  
52 Comcast SportsNet  
54 Food Network  
55 Spike TV  
57 Bravo  
59 AMC  
60 Cartoon Network  
61 Comedy Central

62 Syfy  
63 Animal Planet  
64 TV Land  
65 NBC Sports Network  
67 Food Network  
68 BET  
69 Golf Channel  
71 History  
78 HSN2  
124 WGN America  
182 POP  
186 truTV  
199 Hallmark Movies & Mysteries  
200 MoviePlex  
208 Hallmark Channel  
210 National Geographic  
211 Esquire Network  
215 WE tv  
216 Oxygen  
218 Sprout  
234 Inspiration Network  
235 UP  
238 EWTN  
241 BBC America  
242 H2  
243 FYI  
247 C-SPAN2  
249 C-SPAN3  
250 Fox Sports 1  
251 MSNBC  
252 Investigation Discovery  
256 FXX  
267 GSN  
270 Lifetime Movie Network  
284 Fox Business Network  
**784 Travel Channel HD**  
**787 Esquire Network HD**  
**788 Lifetime Movie Network HD**  
**789 Fox Business Network HD**  
**790 Hallmark Movies & Mysteries HD**  
**794 Bravo HD**  
**795 CNBC HD**  
**797 FYI HD**  
**799 WE tv HD**  
**821 National Geographic HD**  
**823 Discovery HD**  
**824 Disney HD**  
**825 Nick HD**  
**826 ABC Family HD**  
**827 MTV HD**  
**828 Palladia**

**829 VH1 HD**  
**830 FX HD**  
**831 TBS HD**  
**832 HGTV HD**  
**833 TNT HD**  
**834 E! HD**  
**835 USA HD**  
**836 Lifetime HD**  
**837 A&E HD**  
**839 Velocity HD**  
**841 Fox News HD**  
**842 CNN HD**  
**843 CNN Headline News HD**  
**846 Universal HD**  
**847 The Weather Channel HD**  
**848 Golf Channel HD**  
**849 ESPN HD**  
**850 ESPN2 HD**  
**851 NESN HD**  
**852 Comcast SportsNet HD**  
**854 Food Network HD**  
**855 Spike TV HD**  
**858 Comedy Central HD**  
**859 AMC HD**  
**860 Cartoon Network HD**  
**862 Syfy HD**  
**863 Animal Planet HD**  
**865 NBC Sports Network HD**  
**867 TLC HD**  
**872 History HD**  
**901 MSNBC HD**  
**902 truTV HD**  
**905 BET HD**  
**907 Hallmark HD**  
**908 UP HD**  
**909 Investigation Discovery HD**  
**910 H2 HD**  
**916 Bloomberg TV HD**  
**920 BBC America HD**  
**921 Oxygen HD**  
**924 FXX HD**  
**925 Fox Sports 1 HD**

### FAMILY TIER

24 Disney Channel  
25 Nickelodeon  
32 HGTV  
43 CNN Headline News  
47 The Weather Channel  
54 Food Network  
210 National Geographic  
218 Sprout

221 Discovery Family Channel  
222 Disney XD  
224 TeenNick  
227 Science Channel  
240 DIY  
247 C-SPAN2  
**792 Disney XD HD**  
**821 National Geographic HD**  
**824 Disney HD**  
**825 Nick HD**  
**832 HGTV HD**  
**843 CNN Headline News HD**  
**847 The Weather Channel HD**  
**854 Food Network HD**  
**866 Science Channel HD**

### DIGITAL ECONOMY (INCLUDES LIMITED BASIC)

24 Disney Channel  
34 E!  
35 USA  
36 Lifetime  
37 A&E  
39 Discovery Channel  
41 Fox News  
42 CNN  
47 The Weather Channel  
54 Food Network  
59 AMC  
60 Cartoon Network  
61 Comedy Central  
63 Animal Planet  
64 TV Land  
68 BET  
71 History  
182 POP  
186 truTV  
208 Hallmark Channel  
242 H2  
247 C-SPAN2  
**823 Discovery HD**  
**824 Disney HD**  
**835 USA HD**  
**837 A&E HD**  
**841 Fox News HD**  
**842 CNN HD**  
**854 Food Network HD**  
**859 AMC HD**  
**863 Animal Planet HD**  
**872 History HD**  
**905 BET HD**

Some restrictions apply. Not all programming is available in all areas. Digital capable equipment is required to receive any channel. High-definition capable equipment is required to receive high-definition channels. Additional equipment fees may apply.

\*A subscription to Playboy Channel digital service is required to receive this channel.

\*\*Available for individual purchase only.

Music Choice - A minimum subscription to Limited Basic and a digital converter required to receive these channels.

Channel Lineup subject to change. © 2015 Comcast. All rights reserved.

An interactive channel lineup is available at [comcast.com/channellineup](http://comcast.com/channellineup).



<b>Account Number</b>	
Billing Date	02/14/15
Total Amount Due	\$35.74
Payment Due By	02/28/15
Page 1 of 2	

Contact us: @ www.comcast.com 1-800-XFINITY (1-800-934-6489)

For service at:

### News from Comcast

Please ask us about our convenient and easy automated payment methods.

#### Monthly Statement Summary

Previous Balance	69.42
Payment - 01/23/15 - Thank You	-69.42
New Charges - <i>see below</i>	35.74
<b>Total Amount Due</b>	<b>\$35.74</b>
Payment Due By	02/28/15

#### New Charges Summary

XFINITY TV	30.16
Other Charges & Credits	3.25
Taxes, Surcharges & Fees	2.33
<b>Total New Charges</b>	<b>\$35.74</b>

Thank you for being a valued Comcast customer!

Detach and enclose this coupon with your payment. Please write your account number on your check or money order. Do not send cash.



If undeliverable, please return to:  
BOX 6505 CHELMSFORD MA 01824-0000  
8773 1000 NO RP 14 02152015 YNNNNYNN 01 013773 0059

<b>Account Number</b>	
<b>Payment Due By</b>	<b>02/28/15</b>
<b>Total Amount Due</b>	<b>\$35.74</b>
<b>Amount Enclosed</b>	<b>\$</b>

Make checks payable to Comcast, and remit to address below.

COMCAST  
PO BOX 1577  
NEWARK NJ 07101-1577

- Sample Work Order -

02/10/2015 09:13

Job Receipt (636324)

WoNum: [REDACTED]  
Job Number: 636324  
SchdDate: 02/10/2015  
Account: [REDACTED]  
Phone #: [REDACTED]  
Customer: [REDACTED]  
Address: [REDACTED]

LOWELL, MA 01852-2718

Services: \$69.95 DIG STARTER  
BASIC  
EXPANDED  
DIG STRT BOX  
DIG STARTER  
DIG STRT REM  
\$0.00 BOX PKG HD  
HDDVRCODE  
BOSTON DMA  
HDTV BOX  
HDTV REMOTE  
\$9.95 HDFEENOHDBND  
HD FEE  
MOTOHDTRACK  
\$0.00 FRC

Install Codes: \$32.00 1P TV INST

Tech: 8986

Equip at Location: MA1137FA5059:R  
M11140TDG936:R

Equip Added:

Equip Removed:

Payments:

Deposits:

Cust Satisfaction:

The Technician has completed all requested work to my satisfaction

I have received the Comcast Welcome Kit which includes the terms and conditions of my service with Comcast

Accepted

Signature:





X60478

## **Comcast Customer Privacy Notice for Cable Television, High-Speed Internet and Phone Services**

### **Why is Comcast providing this notice to me?**

As a subscriber to cable service or other services provided by Comcast, you are entitled under Section 631 of the federal Cable Communications Policy Act of 1984, as amended, (the "Cable Act") to know the following:

- the limitations imposed by the Cable Act upon cable operators in the collection and disclosure of personally identifiable information about subscribers;
- the nature of personally identifiable information we collect;
- the nature of the use of personally identifiable information;
- under what conditions and circumstances we may disclose personally identifiable information and to whom;
- the period during which we maintain personally identifiable information;
- the times and places at which you may have access to your personally identifiable information; and
- your rights under the Cable Act concerning personally identifiable information and its collection and disclosure.

Personally identifiable information is information that identifies a particular person; it does not include aggregate data that does not identify a particular person or persons. This notice is also provided to you in accordance with applicable California law, which only applies to our customers located in California who are served by a cable television corporation.

In addition, Section 702 of the federal Telecommunications Act of 1996, as amended, (the "Telecommunications Act") provides additional privacy protections for certain information related to our phone services:

- information about the quantity, technical configuration, type, destination, location, and amount of your use of the phone services; and
- information contained on your telephone bill concerning the type of phone services and features you receive.

- credit card number; and
- other similar account information.

With respect to phone services, examples of CPNI include information typically available from telephone-related details on your monthly bill, such as:

- location of service;
- technical configuration of service;
- type of service;
- quantity of service;
- amount of use of service; and
- calling patterns

CPNI does not include your name, address, and telephone number, because the Telecommunications Act classifies that information as "subscriber list information" which is not subject to the protections applicable to CPNI. However, that information is also subject to certain protections as described below under "To whom may Comcast disclose personally identifiable information?"

We also collect and maintain certain other information about your account. For example, this information may include:

- billing, payment, and deposit history;
- additional service information;
- customer correspondence and communications records;
- maintenance and complaint information;
- records indicating the number of television sets, set-top boxes, modems, or telephones connected to our cable system; and
- additional information about the service options you have chosen.

Some of our services permit you to establish secondary accounts, and if you do so we collect similar information in order to establish and service the secondary accounts. During the initial provisioning of our services, and during any subsequent changes or updates to our services, Comcast may collect technical information about your televisions, any set-top boxes, computer hardware and software, cable modems, telephones, and/or other cable or other service-related devices, and customization settings and preferences. Additionally, if you rent your residence, we may have a record of whether landlord permission was required prior to installing our cable facilities as well as your landlord's name and address.

#### **What kind of information do you collect if I use interactive or transactional services or television viewing controls?**

When you use our interactive or other transactional services such as video on demand, for example, our systems may automatically collect certain information about your use of these services. Most of this information is not personally identifiable information and it is simply used, for example, to carry out a particular request you make using your remote control, set-top box, or other equipment. This may include information required to change your television channel, review listings in an electronic program guide, pause or fast forward through certain on demand programs, or invoke a calling feature for our phone service, among other things. It may also include other information such as the time you actually use our services and the use of other features of our services, and which menus and menu screens are used most often and the time spent using them. In order to carry out a particular request you make to watch a pay-per-view program or purchase a product, service, or feature, for example, our system may collect certain personally identifiable information. This information typically consists of account and billing-related information such as the pay-per-view programs or other products, services, or features ordered so that you may be properly billed for them. Follow your program guide commands or any special instructions on your video screen when you make these transactional requests. These commands and instructions will explain your choices so that you can complete or cancel your requests as you wish.

#### **What kind of information do you collect and use to improve your cable services and deliver relevant advertising?**

Our cable systems may collect anonymous and/or aggregate information using set-top boxes and other equipment. We use this information to determine which programs are most popular, how many people watch a program to its conclusion, and whether people are watching commercials, for example. As described below under "How does Comcast use personally identifiable information and CPNI?", we may provide subscriber lists or certain anonymous and/or aggregate information to third parties working on our behalf, such as audience measurement or market research firms, for example. These firms may combine this information with other aggregated or non-aggregated demographic information (such as census records) to provide us with audience analysis data, though we will require them to remove personally identifiable information about our subscribers from this data. We use this information to improve our cable television service and other services and make programming and advertising more relevant to our subscribers. We may also use this information to distribute and deliver relevant programming

We may also combine personally identifiable information, which we collect as described in this notice as part of our regular business records, with personally identifiable information obtained from third parties for the purpose of creating an enhanced database or business records. We may use this database and these business records in marketing and other activities related to our cable service and other services. We also maintain records of research concerning subscriber satisfaction and viewing habits, which are obtained from subscriber interviews and questionnaires.

### **III. Disclosure**

#### **Under what circumstances may Comcast disclose personally identifiable information to others?**

Comcast considers the personally identifiable information contained in our business records to be confidential. The Cable Act authorizes Comcast as a cable operator to disclose personally identifiable information concerning any subscriber if the disclosure is:

- necessary to render, or conduct a legitimate business activity related to, the cable service or other services provided to the subscriber;
- required by law or legal process (described below under “When is Comcast required by law to disclose personally identifiable information and CPNI by law?”); or
- of the names and addresses of subscribers for “mailing list” or other purposes (subject to each subscriber’s right to prohibit or limit this disclosure and the CPNI Policy described below under “How do I place myself on Comcast’s ‘do not call’ and ‘do not mail’ lists?”).

The Cable Act prohibits us from disclosing personally identifiable information concerning any subscriber for any purposes other than those listed above without the subscriber’s prior written or electronic consent.

#### **To whom may Comcast disclose personally identifiable information?**

We may disclose personally identifiable information as provided for in the Cable Act when it is necessary to render, or conduct a legitimate business activity related to, the cable service or other services we provide to you. These kinds of disclosures typically involve billing and collections, administration, surveys, marketing, service delivery and customization, maintenance and operations, and fraud prevention, for example. We may also collect, use, and disclose information about you in non-

personally identifiable or aggregate formats, such as ratings surveys and service usage and other statistical reports, which do not personally identify you, your particular viewing habits, or the nature of any transaction you have made over the cable system. The frequency of any disclosure of personally identifiable information varies in accordance with our business needs and activities.

The Cable Act authorizes Comcast as a cable operator to disclose limited personally identifiable information to others, such as charities, marketing organizations, or other businesses, for cable or non-cable “mailing list” or other purposes. From time to time we may disclose your name and address for these purposes. However, you have the right to prohibit or limit this kind of disclosure by contacting us by telephone at 1-800-XFINITY or by sending us a written request as described below under “How do I contact Comcast?” Any “mailing list” and related disclosures that we may make are limited by the Cable Act to disclosures of subscriber names and addresses where the disclosures do not reveal, directly or indirectly, (i) the extent of any viewing or other use by the subscriber of a cable service or other service provided by us; or (ii) the nature of any transaction made by the subscriber over our cable system.

We may sometimes disclose personally identifiable information about you to our affiliates or to others who work for us. We may also disclose personally identifiable information about you to outside auditors, professional advisors, service providers and vendors, potential business merger, acquisition, or sale partners, and regulators. We make these disclosures as provided for in the Cable Act. Typically, we make these disclosures when the disclosure is necessary to render, or conduct a legitimate business activity related to, the cable service or other services we provide to you. We may be required by law or legal process to disclose certain personally identifiable information about you to lawyers and parties in connection with litigation and to law enforcement personnel.

If we (or our parent company) enter into a merger, acquisition, or sale of all or a portion of our assets, subscribers’ personally identifiable information will, in most instances, be one of the items transferred as part of the transaction. If this notice will be changed as a result of a transaction like that, you should refer below under “Will Comcast notify me if it changes this notice?”

We may also use or disclose personally identifiable information about you without your consent to protect our customers, employees, or property, in emergency situations, to enforce our rights under our terms of service and policies, in court or elsewhere, and as otherwise permitted by law.

purposes typically include business, legal, or tax purposes. If these purposes no longer apply, we will destroy the information according to our internal policies and procedures.

#### **IV. Customer Access and Choice**

##### **How can I see my personally identifiable information or CPNI and correct it, if necessary?**

You may examine and correct, if necessary, the personally identifiable information regarding you that is collected and maintained by Comcast in our regular business records. In most cases, the personally identifiable information contained in these records consists solely of billing and account information. We will correct our records if you make a reasonable showing that any of the personally identifiable information we have collected about you is inaccurate.

If you have Internet access, you can view and change certain information yourself as follows:

- For accounts you have established at the Comcast.com website, use the Sign In or My Account (or similar) feature at [www.comcast.com](http://www.comcast.com);
- For high-speed Internet accounts, use the Sign In or My Account (or similar) feature at [www.comcast.net](http://www.comcast.net);
- For digital voice accounts, use the applicable communications center or voice center, using the Sign In or My Account (or similar) feature at [www.comcast.net/digitalvoicecenter](http://www.comcast.net/digitalvoicecenter).

You may also examine the records containing your personally identifiable information at your local Comcast office upon reasonable prior notice to us and during our regular business hours. If you wish to examine these records, please contact us by mail or telephone at 1-800-XFINITY, giving us a reasonable period of time to locate and, if necessary, prepare the information for review, and to arrange an appointment. You will only be permitted to examine records that contain personally identifiable information about your account and no other account.

If you make an affirmative, written request for a copy of your CPNI, we will disclose the relevant information we have to you at your account address of record, or to any person authorized by you, if we reasonably believe the request is valid. However, subscribers to our phone services should be aware that we generally do not provide them with records of any inbound or outbound calls or other records that we don't furnish in the ordinary course of business (for example, as part of a bill) or which are available only from our archives, without valid legal process such as a court order. In addition, we cannot correct any errors in customer names, addresses, or telephone numbers

appearing in, or omitted from, our or our vendors' directory lists until the next available publication of those directory lists. Further, we may have no control over information appearing in the directory lists or directory assistance services of directory publishers or directory assistance providers which are not owned by us or our subsidiaries.

Comcast reserves the right to charge you for the cost of retrieving and photocopying any documents that you request.

##### **How do I give or withhold my approval for Comcast to use CPNI to market additional products and services to me?**

In addition to phone and voice services, various direct and indirect subsidiaries of Comcast Corporation offer many other communications-related services, such as High-Speed Internet services. From time to time we may like to use the CPNI information we have on file to provide you with information about our communications-related products and services or special promotions. Our use of CPNI may also enhance our ability to offer products and services tailored to your specific needs. In addition, Comcast also offers various other services that are not related to the services to which you subscribe. Under the CPNI rules, some of those services, such as Comcast cable television services, are considered to be non-communications related products and services. Therefore, you may be asked during a telephone call with one of our representatives for your oral consent to Comcast's use of your CPNI for the purpose of providing you with an offer for communications-related or non-communications related products and services. If you provide your oral consent for Comcast to do so, Comcast may use your CPNI only for the duration of that telephone call in order to offer you additional services.

If you deny or restrict your approval for us to use your CPNI, you will suffer no effect, now or in the future, on how we provide any services to which you subscribe. Any denial or restriction of your approval remains valid until your services are discontinued or you affirmatively revoke or limit such approval or denial.

##### **How do I place myself on Comcast's "do not call" and "do not mail" lists?**

You may contact Comcast at 1-800-XFINITY to ask us to put your name on our internal company "do not call" and "do not mail" lists so that you do not receive marketing or promotional telephone calls or postal mail from us or made at our request. You also have the right to prohibit or limit disclosure of your personally identifiable information for "mailing list" or other purposes as described above in this notice by contacting us at 1-800-XFINITY.

**How do I contact Comcast?**

If you have any questions or suggestions regarding this privacy notice, or wish to contact us about your personal information, please reach us as follows:

Phone: 1-800-XFINITY

Website: <http://customer.comcast.com/contact-us>

Mail: Comcast Cable Communications, LLC

Attn: Law Department - Customer Privacy Notice  
One Comcast Center  
Philadelphia, PA 19103-2838

Revised and effective: March 1, 2011

# Important Notices To Our Customers

## How to Use Your Cable Service Notice to Customers Regarding Equipment Compatibility & Important Information

X35346 8773/1000-3000, 8633-0100, 0110,0120 (ALL)

### How To Use Your Cable Service

Congratulations on your choice of one of the world's best entertainment and information media - cable TV! We have designed our XFINITY TV service to be as simple to use as it is exciting to explore!

This information is provided to enable you to be more knowledgeable about your service and to answer any questions you may have about it.

### Complaint Procedures

If you have a complaint regarding your cable television service or your bill, please call the local customer service number listed below or our toll-free telephone number which is available 24 hours a day, seven days a week. You can also visit our local business office listed on your billing statement. Alternatively, if you wish to put your comments in writing, your letter should be addressed to Comcast at the local address listed on your billing statement. We will promptly try to resolve your complaint. If we are unable to resolve your complaint, we will notify you that we are unable to do so and explain the reason why. If you are dissatisfied with our resolution of your complaint, or we are unable to resolve your complaint, you may contact the local franchising authority to discuss your complaint. Please refer to your monthly cable bill or call the local customer service number listed below for the name and address of your local franchising authority.

### General Do's and Don'ts

We have installed cable in your home in a manner that is consistent with Federal Communications Commission ("FCC") rules. Here are a few tips to keep it operating safely and reliably:

1. During severe electrical storms you should unplug your television set and cable converter to avoid damage. Comcast and your set manufacturer are not responsible for damage which occurs due to acts of nature.
2. Your cable converter operates on 110 volts. Please take all the same precautions you would for any small appliance, such as checking the cord to make sure it is not worn or damaged.
3. For your own safety, do not attempt to open or otherwise tamper with your cable converter.
4. If you have someone other than Comcast install the inside wiring in your home, or if you do it yourself, you are responsible for ensuring that the installation
  - a. complies with all applicable governmental regulations (FCC signal leakage rules, for example), and
  - b. does not interfere with the normal operations of the cable system or any other communications systems, such as those used by police and fire departments.

### **Wrong Channel**

- Check television set dial and converter for channel setting. Try channel 2, 3, or 4.



### **Snow on Screen**

- Check to make sure converter is plugged into a working outlet.



### **No Picture, No Sound**

- Make sure the television set is plugged into a "live" electrical outlet, and not controlled by a wall switch.



### **Picture Shrinks**

- May be an overloaded circuit in your television set, or
- Electric company power cutback.



### **No Picture**

- Check channel setting on converter and television set.
- Check listing to make sure channel is broadcasting during this time slot.
- Check other channels to compare reception.



### **DVD Player, DVD Recorder-Cable Hookups**

1. Additional equipment, such as coaxial cables, signal splitters or A/B switches, may cause picture distortion if it does not meet Comcast systems' standards. Please call our repair department before you purchase additional hookup equipment.
2. We recommend against cutting cable wire connectors. An improperly cut cable may cause picture distortion.
3. All cable connections must be fitted "wrench tight."

### **True Cable Compatibility**

Please refer to the Equipment Compatibility section in this notice regarding cable compatibility, or call your Comcast office if you have questions.

### **Installing Digital Cable Service**

Digital TV self-installation kits and manuals are available from your local Comcast cable office for a separate charge.

## **A Brief Note About The Services We Offer**

*Not all services are available in all areas. Please call your local Comcast office for details.*

### **Limited Basic**

Limited Basic Service is one of our most viewed levels of service. Limited Basic may include off-air broadcast stations and franchise-required public, educational and government access channels. All such programming

varies on a community-by-community basis and is subject to change at any time. Currently, our cable customers must subscribe to Limited Basic in order to subscribe to any tiers of video service offered by Comcast.

### **Digital Service Tiers**

Our Digital Service tiers generally carry all non-premium cable channels, such as The Discovery Channel, Lifetime, ESPN, A&E, USA, TNT and, where available, regional sports services. All such programming varies on a community-by-community basis and is subject to change at any time.

A customer must receive Limited Basic Service in order to be eligible to receive a Digital Service Tier.

### **Premium Services**

Premium Services are generally available to customers who receive Limited Basic Service. Premium channels generally include Home Box Office (HBO), Showtime, Cinemax, STARZ!, and Encore. All premium services may not be available in all areas. There is a separate monthly charge for each premium channel a customer receives.

### **Other Optional Services**

In addition to these programming services, we may also offer our customers the option of renting converters or remotes for an additional monthly charge; Pay-Per-View or other services, including ordering and downloading pay-per-view services; and optional interactive television services, such as e-mail and access to the Internet.

We may also have available XFINITY Internet Service for personal computers that offers content-enhanced access to the Internet; full motion video; national, regional, and local content; e-mail; personalized browsers; and other exciting features at unprecedented speed and convenience. XFINITY Internet service may not be available in all areas and is subject to certain terms and conditions.

## **A Note About Programming**

We receive programming from various non-cable and cable networks. We are not responsible for the content of programs aired by these networks. Programming complaints or questions should be directed to the particular cable or broadcast networks.

## **Moving**

**BEFORE YOU MOVE**, please call Comcast. This is the best way for us to disconnect your service, recover your converter and arrange for cable television service in your new home. Call us in advance, and we will schedule a new installation if your new home is in our service area.

If you decide to disconnect your service, converters, remote control devices and any other equipment provided by Comcast should be returned to us immediately. Customers are liable for these items and will continue to be billed until the equipment is returned, or, if you have lost it or are otherwise unable to return it, paid for.

## **Important Information**

### **Service Area(s)**

MA, NH & ME

### **Phone Numbers**

#### **Billing/Repair**

1-800-COMCAST (266-2278)

#### **New Services/Sales**

1-800-COMCAST (266-2278)

#### **After-Hours Repair**

1-800-COMCAST (266-2278)

### **Mailing/Office Address**

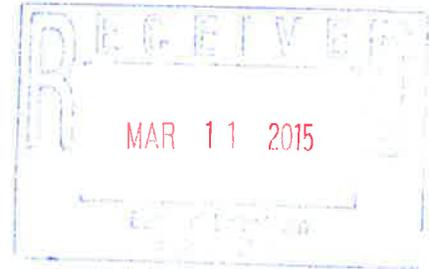
Comcast  
1 Comcast Center  
Philadelphia, PA 19102

## **Local Franchising Authority**

Consumer Division of the  
Department of Telecommunications and Cable  
1-800-392-6066  
1000 Washington Street, Suite 820  
Boston, MA 02118

Office of the Attorney General  
Consumer Protection and Antitrust Bureau  
33 Capital Street  
Concord, NH 03301

Office of the Attorney General  
Consumer Information and Mediation Service  
6 State House Station  
Augusta, ME 04333



March 4, 2015

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

Dear Mr. Cranshaw:

I am writing to inform you that NSTAR Gas Company d/b/a Eversource has filed a request with the Massachusetts Department of Public Utilities (“MDPU”) to increase gas distribution rates. Eversource 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 Eversource has not increased rates since 1991. By the time the new rates would take effect in 2016 as a result of this rate case, Eversource 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 an updated schedule for the upcoming public hearings scheduled in Boston and Worcester. 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,

A handwritten signature in black ink, appearing to read "Will Van Dam".

William A. Van Dam

Attachment



# The Commonwealth of Massachusetts

## DEPARTMENT OF PUBLIC UTILITIES

### NOTICE OF FILING AND RESCHEDULED PUBLIC HEARINGS

D.P.U. 14-150

February 17, 2015

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.

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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 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.

Further, as part of the filing, NSTAR Gas sets forth proposals associated with the sale of the Company’s appliance business and changes to the operation of its Home Heating Protection Plan business. In addition, the Company proposes, pursuant to Investigation into Rate Structures that will Promote Efficient Deployment of Demand Resources, D.P.U. 07-50-A (2008), to

**April 9, 2015**  
**Worcester Technical High School**  
**1 Skyline Drive**  
**Worcester, Massachusetts 01605**  
**Time: 7:00 p.m.**

Persons interested in commenting on the Company's filing may appear at the public hearings or may file written comments by the close of business (5:00 p.m.) on April 30, 2015. Written comments should be addressed to: Mark D. Marini, Secretary, Department of Public Utilities, One South Station, 5<sup>th</sup> Floor, Boston, Massachusetts 02110. Receipt by the Department, not mailing, constitutes filing.

In addition to the above filing requirement, one (1) copy of all materials filed with the Department should be sent to Marc J. Tassone, Hearing Officer, Department of Public Utilities, One South Station, 5<sup>th</sup> Floor, Boston, Massachusetts 02110; and one (1) copy of these documents should be sent to the Company's counsel, Cheryl M. Kimball, Keegan Werlin LLP, 265 Franklin Street, Boston, Massachusetts 02110.

Further, in addition to paper filings with the Department, all documents also must be submitted to the Department in electronic format using one of the following methods: (1) by e-mail attachment to [dpu.efiling@state.ma.us](mailto:dpu.efiling@state.ma.us) and the Hearing Officer, [Marc.Tassone@state.ma.us](mailto:Marc.Tassone@state.ma.us); or (2) on a CD-ROM. The text of the e-mail or CD-ROM must specify: (1) the docket number of the proceeding (D.P.U. 14-150); (2) the name of the person or company submitting the filing; and (3) a brief descriptive title of the document. The electronic filing should also include the name, title, and telephone number of a person to contact in the event of questions about the filing. All documents submitted in electronic format will be posted on the Department's website: <http://www.mass.gov/dpu>.

A copy of the Company's filing is available for inspection during regular business hours at the following locations: (1) the Company's offices, One NSTAR Way, Westwood, Massachusetts 02090; (2) the Cambridge Public Library, 449 Broadway, Cambridge, Massachusetts 02138; (3) the Dedham Public Library, 43 Church Street, Dedham, Massachusetts 02026; (4) the New Bedford Free Public Library, 613 Pleasant Street, New Bedford, Massachusetts 02740; (5) the Plymouth Public Library, 132 South Street, Plymouth, Massachusetts 02360; (6) the Worcester Public Library, 3 Salem Street, Worcester, Massachusetts 01608; and (7) the Department's offices, One South Station, 5<sup>th</sup> Floor, Boston, Massachusetts 02110. These filings also are available on the Department's website, <http://www.mass.gov/dpu>.

Any person desiring further information regarding the Company's petition should contact the Company's counsel, Cheryl M. Kimball, Esq. at (617) 951-1400. Any person desiring further information regarding this notice should contact Marc J. Tassone, Hearing Officer, Department of Public Utilities, at (617) 305-3500.

**Becky Mosca**

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**From:** State Representative, 3rd Middlesex District <kate.hogan@mahouse.gov>  
**Sent:** Monday, March 09, 2015 9:22 PM  
**To:** Becky Mosca  
**Subject:** Rep. Kate Hogan's Annual St. Patrick's Celebration March 13th



You are invited to join us at my  
Annual Saint Patrick's Day Celebration  
Friday March 13th at the Maynard Country Club



This annual event is a fundraiser for the Boys & Girls Club of Assabet Valley. Please consider yourself personally invited to enjoy a great time with friends and local/state officials.

# Maynard Business Alliance Meeting Minutes

Feb 23, 2015, 5:30pm at Serendipity Cafe

DRAFT

Attendees: Nick Johnson, Kelli Costa, Deb Hledik, Dave Griffin, Laura and Johnny Hobson  
Tim Hess, Jim Flaherty, Priscilla Cotter, Carol Leary, Laura Weinstein, Jason Campbell, Amy  
Cao, Mary Brannelly, Linda Thalheimer, Nanri Tenney

Guests from Maynard Town Hall: Kevin Sweet (Town Administrator), Andrew Scribner (Asst.  
Town Administrator), Bill Nemser (Town Planner)

Nick Johnson called the meeting to order at 5:33

## **Downtown Parking**

A discussion with town officials regarding the parking difficulties in downtown since the removal of the municipal parking deck.

Jim Flaherty described the large drop in business directly attributed to the parking deck loss. Outdoor Store reports a similar loss and also reported customer complaints of parking issues. Serendipity noted their late night staff has to walk a lot further.

Proposed Short-term Option: Parking Stickers for employees.

The town officials noted that not all of the parking spaces are town owned, but they agree that such a plan is feasible.

Discussions continued on general parking fee structures, timing, enforcement, etc. based on some data. It was noted by town officials that changes like this can be implemented fairly quickly (relative to capital purchases, buildings, etc.)

Other options include approaching private owners (there are an estimated 60+ spots available) for leasing. (It was noted that one of the lots may be for sale.)

Tim Hess questioned whether free parking for employees is a baseline we should be using. Employee parking tags, with a monthly fee, was discussed as an option other towns successfully use.

For long-term solutions, data is needed. The MBA will do a survey of town businesses with input from the town on what questions would be valuable, including parking fees for customers and employees, peak hours, days, seasons.

Regarding other questions raised about the parking deck the town noted that ADA compliance issues made reconfiguration and access to the lower area under the removed deck very expensive, so that is why some of the originally discussed changes did not take place.

For the short term solutions, there is a Board of Selectmen meeting in 2 weeks. MBA members are encouraged to attend to support the proposals.

(Short break. Town officials departed.)

Looking to form a Parking Committee: Johnny Hobson and Tim Hess will lead. Others are encouraged to join.

We need to reach out to other businesses beyond the MBA. Get out the word!

MOTION: *Approve the minute of the November 24, 2014 meeting.* by Amy Cao, 2nd by Johnny Hobson. Unanimously Approved.

REMINDER: Spring ArtWalk. May 2

Meeting adjourned at 6:54

Next MBA meeting is Mar 31. (Last Tuesday) at Gallery Seven

Respectfully submitted by Dave Griffin.

**Becky Mosca**

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**From:** Kevin Sweet  
**Sent:** Wednesday, March 11, 2015 5:03 PM  
**To:** All Maynard; rgerardi@maynard.k12.ma.us; Peter Campbell (plcampbell@runbox.com); William Cranshaw; D Gavin; Jason Kreil; Tim Egan; Chris DiSilva  
**Subject:** FW: Battle Road Announces Plans to Build Brewery & Brew Pub in Maynard



**FOR IMMEDIATE RELEASE**

## **Battle Road Announces Plans to Build Brewery & Brew Pub**

*Local Contract Brewers Plant Their Flag in Maynard with Whole House Group*

**Maynard, MA; March 11, 2015** – In a surprising twist to plans announced at a selectmen's meeting in January, [Whole House Group](#) has announced it has signed an LOI to build the [Battle Road Brewery and Brew Pub](#) in Maynard's historic Clock Tower Mill.

The Battle Road Brewery and Brew Pub will be located in Building 5 of what Maynard residents affectionately call "the Mill." With a Fall 2015 opening date, the exciting construction of Battle Road includes a state-of-the-art 30 barrel brewery, seating for 50-75 people inside the brew pub, as well as a traditional outdoor beer garden overlooking Mill Pond.

Whole House Group Managing Partner Greg Hill says, "To me, the Mill was the ideal location for Battle Road Brewery & Brew Pub all along. The brick and post & beam architecture lends itself to creating a beautiful brew pub, which will be built around our new 30 barrel brewery featuring the best equipment available to brew Battle Road's signature brews like 1775 Tavern Ale, Barrett's Farmhouse Ale, Lexington Green East IPA, and

Midnight Rider Porter – as well as some new brews that master brewers Jeremy Cross and Scott Houghton have in store. As soon as the Mill's new ownership came on board, they made the Battle Road Brewery and Brew Pub a priority, and we were able to get a deal done in days. We couldn't be more excited about brewing our beer, and serving it, in Maynard for years to come."

"Maynard is very excited to bring Battle Road Brewery and Brew Pub to town," said Maynard Town Administrator Kevin Sweet. "Their state-of-the-art facility and outdoor beer garden will entertain residents and draw out-of-town visitors to see all that our town has to offer! I could not think of a better spot than our iconic Clock Tower Mill for this new business and restaurant to call home."

In recent months, Battle Road Brewing Company has undertaken a massive relaunch with local management company Whole House Group of Sudbury. With a vision to bring the beloved Battle Road beers to a larger audience, Whole House Group partnered with full-service advertising agency Mittcom to rebrand Battle Road (logo, website, can & truck design) and M.S. Walker to distribute Battle Road in both draft and can format in Massachusetts and Rhode Island as early as this spring.

### **About Battle Road Brewing Company**

On a brisk New England morning in 2012 – not unlike the morning of April 19, 1775 when the Sons of Liberty and local militias marched the Battle Road from Lexington to Boston, fighting the British and starting the Revolutionary War – two longtime friends and patriots in the brewing industry launched Battle Road Brewing Company. Inspired by the notion of perseverance that drove those brave men along the Battle Road, Jeremy Cross and Scott Houghton honed more than 40 years of combined professional brewing experience from around the world to produce the flagship 1775 Tavern Ale, a pleasantly hoppy Pale Ale using the best malts and hops available for a moderate bitterness and pleasant aroma and flavor. Three more brews followed – Barrett's Farmhouse Ale, Lexington Green East IPA, and Midnight Rider Porter – with more in the works. In late 2014, Battle Road Brewing Company signed a management contract with local hospitality group Whole House Group to make it easier for New Englanders to enjoy their beers. Whole House Group, which owns and manages restaurants in MA including 29 Sudbury, is led by radio personality Greg Hill and his partner Chris Stephans. For more information, please visit [www.battleroadbeer.com](http://www.battleroadbeer.com).

### **About Whole House Group LLC**

Whole House Group is a hospitality group founded by managing partners Greg Hill and Chris Stephans in 2013 to elevate the food & beverage experience in and around Boston and its suburbs. Whole House Group currently owns and operates 29 Sudbury, a modern Italian-influenced restaurant west of Boston. Whole House plans to open three concepts in 2015 – the Battle Road Brewery & Brewpub (projected opening: fall), The West Concord Beef Company in West Concord (projected opening: summer), and Flank: The New American Beefsteak in Waltham's new 1265 Main development, which is under construction now (projected opening: fall). Managing partner Greg Hill is the host of WAAF's long-running "Hill-man Morning Show." He is also the founder of the Greg Hill Foundation, a local non-profit formed in 2010 to respond to the immediate needs of families that have been touched by tragedy. For more on Whole House Group, visit [wholehousegroup.com](http://wholehousegroup.com).

###

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Amelianne Sutton | Director of Communications

Altus Marketing & Management  
50 Federal Street, 3<sup>rd</sup> Floor  
Boston, MA 02110  
o: [617.648.5160](tel:617.648.5160)  
m: [781.561.5660](tel:781.561.5660)

Connect with us!



MAR 12 2015

## Becky Mosca

---

**From:** Sarah Cressy <sarahcressy@assabetvalleychamber.org>  
**Sent:** Thursday, March 12, 2015 11:57 AM  
**To:** Becky Mosca; Bob Larkin; Christine Monteiro; Jim McGowan; John Agoglia; Justin Provencher; Marlene Thomas; maynard.housing@verizon.net; nquinn@ownnewengland.com; Randall, Chuck; Robert Callahan; Sarah Maston; Sharon Grimm; Ann Deluty; Dan Verrico; Daniel Tenore; dherrington@activeoak.com; Ken Picard; marianna.s.riemer@citizensbank.com; Melissa Levine; Steve Ziegler  
**Cc:** sophiakambanis@assabetvalleychamber.org  
**Subject:** Updates

### **Plan additional time for your mail!**

At present, all mail from our region is being sent to the Boston, not the Shrewsbury, sorting station. This will add another day or two for delivery. They are planning to close the Shrewsbury facility.

### **Tish for Hair Closed**

After 30+ years in downtown Maynard, Tish for Hair has closed its doors.

### **Order Office Supplies?**

Cambridge Focus seeks participants for focus groups on 3/23 and 3/24. \$150 for 30 minutes of time. To qualify, fill out survey!

<https://www.surveymonkey.com/s/M57F6D8>

Regards.

Sarah Cressy, President

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

3/26

### **Small Business Health Insurance Forum with the "Connector."**

Hosted by Rep. Hogan & Sen. Eldridge.

Free, 5 to 7 pm., Gianotis Room, Maynard Town Hall.

3/27

### **Spring Fling Chamber Auction, Stow Acres CC, 6 to 9 pm. \$25 pp.**

Delicious buffet & desserts, live jazz, cash bar, 100s of nifty auction items.

From Red Sox Tix, to a Day at Newport, to gift cards to your favorite local eateries...

**TOWN OF MAYNARD**  
**OFFICE OF THE TOWN ADMINISTRATOR**

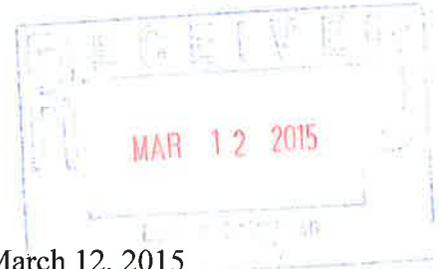


MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1375 Fax: 978-897-8457  
www.townofmaynard-ma.gov

**Kevin A. Sweet**  
*Town Administrator*

**Andrew Scribner-MacLean**  
*Assistant Town Administrator*

William Cranshaw  
Chairman, Board of Selectman  
195 Main Street  
Maynard, Massachusetts



March 12, 2015

In 2013, the Office of Municipal Services looked to improve its permitting system to better meet the needs of the department and permit applicants. A primary change was from paper permit applications to electronic processing. After funding through a modest permit fee increase was approved at Annual Town Meeting in 2013, the OMS searched for vendors to accomplish these goals.

By October 2014, our electronic permitting solution was launched for our building, electrical, plumbing and gas permit processes. In November 2014, our Board of Health permits came on-line. Both implementations have been very successful and particularly popular with our contractors who may now submit, pay for, and receive most permits on-line and without making a special trip into Town Hall.

Internally, there is less paper, permits proceed through electronic workflow through the steps needed for approval, and we receive many payments on-line (optional), which streamlines our collections and depositing processes. We also get excellent reporting from the system which will inform our planning moving forward.

The smoothness of this project implementation is due entirely to the excellent work of three staff. **Stephanie Duggan**, the Administrative Assistant for the Office of Municipal Services, and **Deb Mealey** and **Debbie Bendell**, the clerks within the department. These three women reviewed business requirements, worked with the primary software vendor, and pushed the design of the system to meet our needs. They have trained each of our contractors on the system and provided troubleshooting for the occasional problem. To their credit, there has been nearly universal adoption of the system by our contractors and the few problems have been quickly resolved.

Software implementations are challenging on many levels and to have created a system this complex with this few issues – both in development and adoption – is a testament to the excellent work of our staff. This letter serves to publically acknowledge their efforts in this successful project and to thank them for their commitment to the improvement of our business services.

Andrew Scribner-MacLean  
Assistant Town Administrator and  
Executive Director of Municipal Services

cc: Kevin Sweet, employees files (3)



**TOWN OF MAYNARD**  
**Office of Board of Selectmen**

MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1301 Fax: 978-897-8457  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

**Kevin Sweet**  
*Town Administrator*

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**March 11, 2015**

**Ms. Patricia A. Leavenworth, P.E.**  
**Chief Engineer**  
**Massachusetts Department of Transportation – Highway Division**  
**Ten Park Plaza**  
**Boston, MA 02116-3973**

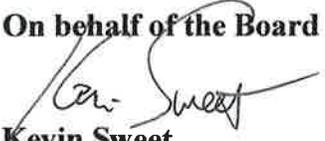
**Attention: Ms. Marie Rose, P.E. – Director of Project Management**

**SUBJECT: Acton/Maynard – Assabet River Rail Trail**  
**Project File Number 604531**  
**Project Manager – Lawrence Cash, P.E.**

**Dear Ms. Leavenworth:**

**At the March 3, 2015 Board of Selectmen's meeting, the Board agreed to the conditions for the reduction in spaces at the Winter Street parking area for the proposed rail trail project. If necessitated, additional parking will be provided at the Town's expense in this location.**

**On behalf of the Board of Selectmen,**

  
**Kevin Sweet**  
**Town Administrator**  
**Town of Maynard**

**cc: Linda Hansen**

## Becky Mosca

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**From:** Jason F. Erdos <jason@abbottappraisals.com>  
**Sent:** Wednesday, March 11, 2015 1:25 PM  
**To:** Becky Mosca  
**Subject:** RE: draft of the PERMIT FOR April 27 2014  
**Attachments:** AVLL PARADE 2014 4 27 2014.pdf

Hi Becky,

First of all, how are you? Long time, no talk.

Please note that my old verizon email address no longer works - please change my contact info to [jason@abbottappraisals.com](mailto:jason@abbottappraisals.com)

Now, on to business!

We have set the opening day parade and festivities for Sunday April 26, 2015.

Can you please use this email as my request to get the AVLL parade permit onto the board of selectmen's agenda for their next meeting?

The rain date will be the next Sunday, which is May 3rd.

I have attached last year's permit for reference. Lastly, please let me know if you will be sending something to the Police, Fire, and DPW people like you did last year. Otherwise, I will contact them.

Thanks!

Jason

Jason F. Erdos  
AVLL  
10 Walcott Avenue  
Maynard, MA 01754  
cell. (978) 580-5059

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**From:** Becky Mosca [<mailto:BMosca@TownofMaynard.net>]  
**Sent:** Tuesday, February 25, 2014 12:14 PM  
**To:** [jason.realestate@verizon.net](mailto:jason.realestate@verizon.net)  
**Subject:** RE: draft of the PERMIT FOR April 27 2014

Jason,

Is the parade route the same as last year?

Attached copy of permit from 2013

Becky



## OFFICE OF THE SELECTMEN

Maynard, Massachusetts

### **One - Day PERMIT- PARADE (April 27, 2014)**

*This permit is issued to*

**Assabet Valley Little League  
JASON F. ERDOS**

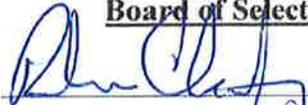
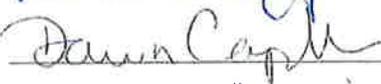
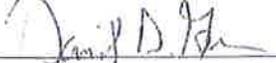
*For the following purpose:*

**Annual Opening Day Parade for the 2014 Season  
April 27, 2014 start at 12:30 P.M. at the Clock Tower Parking Lot across  
From River Rock Grill proceeding to Alumni Field  
Rain date: May 4, 2014**

*Subject to the conditions as herein stated:*

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

Board of Selectmen:

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
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## OFFICE OF THE SELECTMEN

Maynard, Massachusetts

### **One – Day PERMIT- PARADE (April 26, 2015)**

*This permit is issued to*

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JASON F. ERDOS**

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### **Board of Selectmen:**

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## Becky Mosca

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**From:** CHAMBERS PATTY <PATTY.CHAMBERS@middlesexbank.com>  
**Sent:** Friday, March 13, 2015 8:42 AM  
**To:** Becky Mosca  
**Subject:** RE: Relay or Life - May 29, 2015 - Downtown Island in Purple lights, Store fronts in Purple and Parking Meters with Ribbons

The Relay for Life Committee would like to paint the downtown purple for the month of May by placing bows on the parking meters in the downtown area along with tags inviting people to join us for the Relay for Life event on May 29-30. Bows would be placed either April 30<sup>th</sup> or May 1<sup>st</sup>. We are also hoping to utilize the intersection of Nason and Main St and place purple lights along with Relay signs. Please let me know if you would like me to attend an upcoming BOS meeting to further explain our event.

*Patty*

### Patricia A. Chambers

Vice President & Regional Branch Manager

### Middlesex Savings Bank

Community Banking

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17 Nason Street, P. O. Box 309, Maynard, MA 01754

Telephone: (978) 344-5109

Fax: (978) 897-3789

e-mail: [pchambers@middlesexbank.com](mailto:pchambers@middlesexbank.com)

 Think **GREEN** before printing this email!



NOTICE:

This e-mail is intended solely for the use of the individual to whom it is addressed and may contain information that is privileged, confidential or otherwise exempt from disclosure. If the reader of this e-mail is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by replying to the original message at the listed email address. Thank You.

**From:** Becky Mosca [<mailto:BMosca@TownofMaynard.net>]

**Sent:** Friday, March 13, 2015 7:47 AM

**To:** CHAMBERS PATTY

**Subject:** RE: Relay or Life - May 29, 2015 - Downtown Island in Purple lights, Store fronts in Purple and Parking Meters with Ribbons



## OFFICE OF THE SELECTMEN

Maynard, Massachusetts

### **SPECIAL PERMIT**

*This permit is issued to*

**Patty Chambers  
Relay for Life**

*For the following purpose:*

**2nd<sup>st</sup> Annual awareness for adding the color Purple in and around Downtown Maynard. The color purple is our HOPE for Cancer awareness. Request to add Purple Ribbons on the parking meters in the downtown area to bring awareness to the business owners, employees and the customers who shop in Maynard. Clock Tower will be lit up in purple. Maynard Business Alliance to decorate the island with purple lights. May 1 thru 30, 2015**

*Subject to the conditions as herein stated:*

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

### **Board of Selectmen**

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<u>PREPPED</u>	<u>Approved By</u> <u>BOS</u>	<u>Control/</u> <u>Article</u>	<u>ATM</u>	<u>STM</u>	<u>Title</u>	<u>Department</u>	<u>Page #</u>
yes	Feb. 3, 2015	A./1	yes		Town Report Acceptance	Board of Selectmen	
yes	Feb. 3, 2015	B/3	yes		Fiscal Year 2016 Salary Administration Plan	Board of Selectmen	
yes	Feb. 3, 2015	C/2	yes		Obsolete Equipment, Material	Board of Selectmen	
yes	Feb. 3, 2015	D/4	yes		Authorize Revolving Funds Chapter 44, Section 53E 1/2	Board of Selectmen	
yes	Going to BOS 3/31/15	F	yes		Town General Fund Budget Fiscal Year 2016	Board of Selectmen	
yes	Going to BOS 3/31/15	H	yes		Sewer Enterprise Fund Budget Fiscal Year 2016	Board of Selectmen	
yes	Going to BOS 3/31/15	I	yes		Water Enterprise Fund Budget Fiscal Year 2016	Board of Selectmen	
yes	Feb. 17, 2015	G	yes		Finance Committee Reserve Fund	Finance Committee	
yes	Going to BOS 3/31/15	J		yes	Community Preservation Fund Budget Fiscal Year 2016	Community Preservation Committee	
yes	Going to BOS 3/31/15	K		yes	Certified Free Cash Appropriation	Board of Selectmen	
yes	Going to BOS 3/31/15			yes	Reserve for overlay Release Appropriation	Board of Selectmen	
yes	Going to BOS 3/17/15	N		yes	Community Preservation Fund Reserve Appropriation	Community Preservation Committee	
yes	Feb. 3, 2015	M		yes	By-Law Amendment Zoning Brewery	Board of Selectmen	
yes	Mar. 3, 2015	S		yes	Water Retained Earnings	Department of Public Works	
yes	Mar. 3, 2015	U		yes	Sewer Retained Earnings	Department of Public Works	

yes	Feb. 17, 2015	E	yes		Optional Additional Exemption	Board of Assessors	
yes	Going to BOS 3/17/15	V		yes	Transfer of Coolidge School to Board of Selectmen	Board of Selectmen	
yes	Going to BOS 3/31/15			yes	By-Law Amendment Zoning 129 Acton Street	BOS/PB	

DRAFT Control N Motion:  
Article \_\_\_\_\_

**ARTILCE:                    COMMUNITY PRESERVATION FUND RESERVE  
   APPROPRIATION**

To see if the Town will vote to appropriate from Community Preservation Funds the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, with each item to be considered a separate appropriation, in accordance with the requirements of Massachusetts General Laws Chapter 44B:

**Appropriations:**

From Open Space Reserve Fund

For the Fowler and Green Meadow Playgrounds Project, with unexpended funds as of June 30, 2017 being returned to their funding sources.

**\$ 150,000**

From the Historical Resources Fund

For the Alumni Field House Renovation Study, with unexpended funds as of June 30, 2017 being returned to their funding sources.

**\$ 30,000**

From the Budgeted Reserve Fund

To fund the Memorial Park Redesign and Revitalization Project, with unexpended funds as of June 30, 2016 being returned to their funding sources.

**\$ 30,000**

From the Historical Resources Fund

For the Town Hall Historic Artifacts Preservation Project, with unexpended funds as of June 30, 2017 being returned to their funding sources.

**\$ 14,000**

From the Historical Resources Fund

For the Coolidge School Reuse Task Force, with unexpended funds as of June 30, 2016 being returned to their funding sources.

**\$ 20,000**

From Open Space Reserve Fund

For the Maynard Conservation Trust Fund.

**\$ 25,000**

From the Budgeted Reserve Fund

To fund the Assabet River Rail Trail Easement Funding.

**\$ 60,000**

**Total Appropriations from Community Preservation Fund \$ 329,000**

To do or act thereon.

SPONSORED BY:

Community Preservation Committee

APPROPRIATION:

\$329,000.00

FINCOM RECOMMENDATION:

DRAFT

STM

**Control V**

**ARTICLE:                   TRANSFER OF COOLIDGE SCHOOL TO BOARD OF  
SELECTMEN**

To see if the Town will vote to transfer the care, custody and control of the property and building thereon including all improvements, known as the Coolidge School located at 12 Bancroft Street, Maynard and which includes 2.478 acres +/- and also identified as Town of Maynard Assessor's Map 20- Lot 234 from the School Committee to the Board of Selectmen for general municipal purposes, or take any other action thereon.

(Continue on separate sheet if required).

To do or act thereon.

SPONSORED BY:                   Board of Selectmen  
APPROPRIATION:  
FINCOM RECOMMENDATION:

Comments:



**Patriot**  
 Properties Inc.

USER DEFINED

**PROPERTY LOCATION**

No	Alt No	Directions/Street/City
12		BANCROFT ST, MAYNARD

**OWNERSHIP**

Owner 1:	TOWN OF MAYNARD
Owner 2:	COOLIDGE SCHOOL
Owner 3:	
Street 1:	195 MAIN ST
Street 2:	
Twn/City:	MAYNARD
St/Prov:	MA
Postal:	01754

**IN PROCESS APPRAISAL SUMMARY**

Use Code	Building Value	Yard Items	Land Size	Land Value	Total Value
903	743,200		2.478	210,500	953,700
Total Parcel	743,200		2.478	210,500	953,700
Source:	Market Adj Cost		Total Value per SQ unit /Card:	95.37	Parcel: 95.37

**PREVIOUS ASSESSMENT**

Tax Yr	Use	Cat	Bldg Value	Yrd Items	Land Size	Land Value	Total Value	Asses'd Value	Notes
2015	903	FV	745,900	6200	2.478	210,500	962,800	962,800	Year End Roll
2014	903	FV	745,900	6200	2.478	205,100	957,200	957,200	Year End Roll
2013	903	FV	745,900	6200	2.478	218,600	970,700	970,700	Year End
2012	903	FV	745,900	6300	2.478	228,800	981,000	981,000	Year End Roll
2011	903	FV	745,900	6300	2.478	228,800	981,000	981,000	Year End
2010	903	FV	745,900	6300	2.478	228,800	981,000	981,000	Year End Roll
2009	903	FV	750,000	4400	2.48	310,300	1,064,700	1,064,700	YEAR END
2008	903	FV	754,400	0	2.48	310,300	1,064,700	1,064,700	CONVERSION

**PARCEL ID** 020.0-0000-0234.0

Legal Description	Entered Lot Size	Total Land: 2.48	Land Unit Type: AC

**Legal Description**

ADA RENOVATIONS  
 WHEEL CHAIR RAMP

**User Acct**  
 3155

**GIS Ref**

**GIS Ref**

**GIS Ref**

**Insp Date**  
 06/13/05

**NARRATIVE DESCRIPTION**

This Parcel contains 2.48 AC of land mainly classified as CTY-TWN-PROP with a(n) SCHOOL Building Built about 1900, Having Primarily BRICK Exterior and TILE Roof Cover, with 1 Units, 0 Baths, 15 HalfBaths, 0 3/4 Baths, 0 Rooms Total, and 0 Bdrms.

**OTHER ASSESSMENTS**

Code	Description	Amount	Com. Int

**SALES INFORMATION**

Grantor	Legal Ref	Type	Date	Sale Code	Sale Price	Tst	Verif	Assoc PCL Value	Notes
	3170-254	P	6/20/1905		0	No	No	D	

**TAX DISTRICT**

**PAT ACCT.**  
 3272

**BUILDING PERMITS**

Date	Number	Descrp	Amount	C/O	Last Visit	Fed Code	F. Descrp	Comment
6/13/2000	200010313		182,415	C				ADA RENOVATIONS
10/6/1996	9608981		6,000	C				WHEEL CHAIR RAMP

**ACTIVITY INFORMATION**

Date	Result	By	Name
6/13/2005	D		
1/6/1995	INTR TENANT		NONE NONE

**PROPERTY FACTORS**

Item Code	Descrp	%	Item Code	Descrp
Z GR	GR	100	U	PS PUBLIC-SYS
0			t	SW SEWER
n			i	
Census:			Exmpt	
Flood Haz:				
D	MAYN	100	Topo	L LEVEL
s			Street	P PAVED
t			Traffic	H HEAVY

**LAND SECTION (First 7 lines only)**

Use Code	LUCC	No of Units	Depth / Price/Units	Unit Type	Land Type	LT	Base Value	Unit Price	Adj	Neigh	Neigh Infln	Neigh Mod	Inft 1	%	Inft 2	%	Inft 3	%	Appraised Value	Alt Class	Spec Land	Code	Fact	Use Value	Notes
903	CTY-TWN-PR	20000		SO FEET	PRIMARY	1.0	0	15.75	0.540	R2									170,100					170,100	
903	CTY-TWN-PR	201889		ACRES	RESIDUAL	1.0	0	20,000.	1,000	R2									40,378					40,400	

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903	CTY-TWN-PR	201889		ACRES	RESIDUAL	1.0	0	20,000.	1,000	R2									40,378					40,400	

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903	CTY-TWN-PR	201889		ACRES	RESIDUAL	1.0	0	20,000.	1,000	R2									40,378					40,400	



## Justification for raising billing rates for CMERA

We have seen an increase in all things associated with EMS response over the past 15 years. Since CMERA inception in 2010, there have been no increases in billing rates. Below are just a few examples of price increases in the past few years:

- Medical gloves per carton 2001- \$74.00, 2015-\$119.90
- Glucose per 3 pack 2001-\$8.90, 2015-\$15.29
- State Licensing fees:
  - BLS Service 2001-\$100.00, 2015-\$200.00
  - Vehicle Inspection 2001-\$100.00, 2015-\$200.00
- Ambulance 2004-\$150,000.00, 2013-\$200,00.00

These are just a few examples; these examples translate to all EMS equipment. In addition we have seen an increase in labor rates in the past 5-years.

We should expect to an overall increase in our collections of \$25-30,000.00 annually if this rate increase goes into effect.