



**AGENDA**  
**Maynard Board of Selectmen Meeting**  
**Wednesday, May 6, 2015**  
**Town Building – Michael J. Gianotis Meeting Room**  
**(No. 201)**  
**Regular Meeting Time: 6:45 pm**

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

**Call to order (6:45 pm)**

**Pledge of Allegiance**

**1. Public Comments**

**2. Acceptance of Minutes**

- a) March 31, 2015
- b) April 7, 2015
- c) April 21, 2015

**3. Correspondence**

- a) Monthly Report, Town Accountant, March 2015
- b) Public Service Announcement – 2015 Sidewalks and Ramps Reconstruction
- c) Memorandum from TA, Kevin Sweet – FY2015 Updates
- d) Notice of meeting, FinCom, April 27, 2015
- e) Notice of meeting, LEPC, April 28, 2015
- f) Notice of meeting, PB, April 28, 2015
- g) Notice of meeting, Sub-BOS, April 28, 2015
- h) Notice of meeting, Assessors, April 28, 2015
- i) Notice of meeting, Sub-chairs, April 29, 2015
- j) Notice of meeting, SC, April 30, 2015
- k) Notice of meeting, FinCom, May 4, 2015
- l) Notice of meeting, EDC, May 5, 2015
- m) Notice of meeting, CPC, May 6, 2015
- n) Letter from Stow BOS, Request for participation on boundaries
- o) Resignation letter, John Edson, effective immediately. April 21, 2015
- p) Notice, via email Remembering Maynard's Own Pub Crawl, May 16, 2015
- q) Notice, OARS, Action Alert critical cuts to programs
- r) OUI Notice Last Drink Results ABCC, Jan- March 2015

**4. Consent Agenda**

- a) Special Permit, Maynard Veterans Parade, Monday, May 25, 2015
- b) Proclamation, Maynard Girl Scout Gold Award Ceremony
- c) Special Permit, Memorial Park Free Concert – Tuesday, August 4, 2015

**5. 129 Parker Street Fiscal Impact Analysis:** Judi Barrett, RKG Associates

**6. 7:15 p.m. Public Hearing:** Change of Manager, Halfway Café

**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**May 6, 2015**

- 7. 129 Acton Street Development Agreement**
- 8. Discussion of DEP Meeting, Hayes/Waltham Watershed: Next steps**
- 9. Town Meeting Articles; BOS recommendations, Discussion of Finance Committee comments**
- 10. Discussion of Abutter List Requirements**
- 11. Discussion of Consultant Contract Renewals**
- 12. Maynard Golf Course Contract Approval**
- 13. Economic Development Updates**
- 14. Town Administrator Report**
- 15. Chair's Report**
- 16. Board Member Reports**
- 17. Adjournment**

Respectfully submitted,



**Kevin Sweet, Town Administrator**

Next meeting date(s):

Town Meeting – May 18, 2015

Regular Meeting – May 19, 2015

**THIS AGENDA IS SUBJECT TO CHANGE**



OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNARD**  
MUNICIPAL BUILDING  
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754  
Tel: 978-897-1301 Fax: 978-897-8457

**Selectmen's  
Meeting Minutes  
Tuesday, March 31, 2015  
Room 201, Town Hall  
Time: 7:00 pm**

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

**Executive Session 7:01 pm**

**A motion to convene** an executive session was made by Selectman Cranshaw 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	Absent
DiSilva	Yea
Cranshaw	Yea
Kreil	Yea

After the Executive Session, the meeting will reconvene in open session

**Open Session at 7:15 pm.**

TA, Kevin Sweet commented on change to prior approved article that CPC made a couple of changes. CPC member Tom Hesbach spoke to confirm the changes. Board accepted the changes.

**ATM/STM Warrant Articles**

**A motion was made** by Selectman Cranshaw to accept and submit Control T (Acton Street – Zoning Designation Change) as shown, as an article for the May, Special Town Meeting. Second by Selectman Gavin. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and submit Control W (Granting of Easement for Assabet River Rail Trail) as shown, as an article for the May, Annual Town Meeting. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to sponsor and put forth Control H (Sewer Enterprise Fund Budget Fiscal Year 2016) as shown with total appropriation of \$2,259,773.00, as an article for the May, Annual Town Meeting. Second by Selectman Kreil. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and put forth Control I (Water Enterprise Fund Budget Fiscal Year 2016) as shown with total appropriation of 1,268,167.00, as an article for the May, Annual Town Meeting. Second by Selectman Kreil. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and put forth Control F (Town General Fund Budget Fiscal Year 2016) as amended with total budget of \$37,521,987.00, as an article for the May, Annual Town Meeting. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and put forth Control L (Certified Free Cash Appropriation – Assabet River Rail Trail) (Request for TA to confirm language) with appropriation of \$120,000.00, as an article for the May, Special Town Meeting. Second by Selectman . Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and put forth Control X (Purchase of Real Property) as shown, as an article for the May, Special Town Meeting. Second by Selectman DiSilva. Vote 4-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve and put forth Control Y (Fire Station Feasibility Study) as shown with \$300,000.00, as an article for the May, Annual Town Meeting. Second by Selectman DiSilva. Vote 4-0. Motion approved.

#### **129 Acton Street Development Agreement**

To be continued

#### **FY16 Budget Update**

To be continued

#### **Free Cash & Overlay Release Discussion**

To be continued

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

#### **Selectman DiSilva:**

**Selectman Gavin:**

**Selectman Kreil:**

**Selectmen Egan:**

**Selectmen Cranshaw:**

A **motion** to adjourn the meeting was made by Selectman Cranshaw. Second by Selectman Gavin. Vote 4-0. Motion approved.

Time: 11:05 pm

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

Date:

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

Initials: BJM



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**Selectmen's  
Meeting Minutes  
Tuesday, April 7, 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, March 17, 2015**

**A motion was made by Selectman Cranshaw to approve the minutes of March 17, 2015 as shown. Second by Selectman DiSilva. Vote 5-0. Motion approved.**

**List of Correspondences (mail to the Selectmen's Office for April 7, 2015).**

- a) Fire Depart, monthly report March 2015
- b) DPW, monthly report Feb. 2015
- c) Accountant monthly report Feb. 2015
- d) C.O.A. monthly report combined Jan, Feb, March 2015
- e) Finance Committee, meeting March 23, 2015
- f) Planning Board, meeting March 24, 2015
- g) LRTA meeting, March 20, 2015
- h) Zoning Board, meeting March 30, 2015
- i) Sub-School Comm. Meeting March 30, 2015
- j) Coolidge Re-Use Task Force, March 31, 2015
- k) CPC, meeting April 1, 2015
- l) C.O.A. meeting, April 2, 2015
- m) B.O.A. meeting April 7, 2015
- n) E.D.C. meeting April 7, 2015
- o) Coolidge Re-Use Task Force, meeting April 7, 2015
- p) The Advisory, MBTA April 13, 2015

- q) Notice, Maynard Public Library meeting, April 14, 2015
- r) Memo to the Board, from TA, K. Sweet, vacation notice.
- s) A.G. Jennings LLC. RE: Summary of Feb 28, 2015 Public Forum
- t) BGCAV notice Golf Tournament, May 18, 2015
- u) MassDOT notice, Maynard to receive \$37,519.00 snow roadway repair
- v) Notice, The Green Advisory Council meeting, March 28, 2015
- w) Resignation from MHS Committee, Phil Berry
- x) Notice, U.S. Solar Department
- y) Notice from Gov. Charlie Baker, Storm relief
- z) OSD, news March 2015

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

#### **Consent Agenda;**

- a) **Special Permit, Use of Facility, Crowe Park – Maynard, Maynard/Stow Charitable Corp.**
- b) **Special Permit, 3<sup>rd</sup> Annual Spring ArtWalk – Downtown, Maynard Business Alliance.**
- c) **Entertainment License, Erikson’s Dairy**

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

#### **Updates from Senator Jamie Eldridge and Representative Kate Hogan**

##### **Senator Jamie Eldridge;**

Thanked Representative Kate Hogan with her new role as Chair of the Public Health  
Senator Eldridge briefed the Board on the following items;

- The budget process for FY16 is underway; we are facing gaps on ongoing revenue and the cost of maintaining current services and commitments. My Priorities will be:
- Protecting local aid to cities and towns, including Ch. 70 Ch. 90, SPED, circuit breaker. Lottery aid and prioritizing full funding for regional school transportation.
- Working closely with my colleagues and Governor Baker to dramatically improve public transportation across Mass., including the MBTA, RTAs, bus service, and roads and bridges.
- Maintaining funding for vital social safety net services, including programs to help the homeless, low-income families, at-risk children, those with disabilities, and the elderly.
- Advocating for significant investments in capital infrastructure, including transportation, water, higher education, libraries, and public schools.
- Protecting the environment, including water infrastructure, such that 1 percent of the budget is dedicated

##### **Representative Kate Hogan;**

- Thanked Community for coming out to her St. Patrick’s fundraiser for the Boys & Girls Club.
- Thanked the DPW, Fire Department, and Police for the efforts with Winter Snow Storms.

- Items for this years' budget in with House 1, spending at 3.6%. Then they move to House 2.
- Ch. 70 increase adds \$20 per student
- Ch. 90 \$200 mil Road/Bridges funding with extra \$100 mil given. Maynard's share at \$260,000.00
- Pot whole fund for Maynard at \$37,500.00.
- Circuit breaker money, elder's affairs, COA grants now at \$8.00 per senior next move to go up by \$4 by 2020.
- State Aid to Libraries – Add monies
- Early education, Adult funding for schools, 495 Metro West. Review of Services.
- Extra Liquor licenses for Maynard in process – takes about 6 months
- EDC in Maynard, Ad-hoc member.

Board Questions:

Selectman Cranshaw;

- Concern that the MBTA will / might suck up all money and take away from roads and bridges. JL; State is waiting for report to come out. It should focus on issues of CORE MBTA services. But, not from the Chapter 90 funds.

Selectman Gavin;

- Governor Baker made many good appointments, Thinks the relations are good.

KH; thinks the Governor has a lot on his plate. She is working with his appointments. To be productive and work across the aisle with others.

- School unfunded mandates – School Special Education costs. JE: look at mandates see what is unfunded out of district increase funding.
- How can we work together to work on a new Fire Station – Public Safety Building. We need a new Fire Station. Any Grant Funding would be helpful.

Selectman Kreil;

- Senior Tax Relief that Sudbury is testing. Do they have results? KH, believes she forwarded the information but will do so again. Sel. Gavin said he has a copy of the results. Do we know how many senior would fix in this program? KH, The House is looking at these results also; it might become a local Opinion. Sen. JE, agrees.
- Water, is there any increase in water infrastructure. JE, zero percent (0%) for funding for bonding, effort.

Selectman DiSilva

- Do you know the Period for the Additional Liquor Licenses to be processed? KH, they are in process, it takes about 6 months.

Selectman Egan

- Student Loans, any relief? JE, We have a freeze on tuition at State Colleges, with a very modest rates – no increases he hopes

Selectman Cranshaw Thanked Senator Eldridge and Representative Hogan for attending the meeting

### **Review and Approve Annual Town meeting Warrant**

**A motion was made** by Selectman Cranshaw to approve the May 18, 2015 Annual Town Meeting Warrant. Second by Selectman Gavin. Vote 5-0. Motion approved.

### **Review and Approve Articles for Special Town Meeting (J & K)**

**A motion was made** by Selectman Cranshaw to approve Control J (Certified Cash Appropriation) as shown, as an article for the May, Special Town Meeting. Second by Selectman Egan. Vote 5-0. Motion approved.

**A motion was made** by Selectman Cranshaw to approve Control K (Reserve for Overlay Release Appropriation) as shown, as an article for the May, Special Town Meeting. Second by Selectman DiSilva. Vote 5-0. Motion approved.

### **129 Acton Street Development Agreement**

Selectman Kreil; prepared (3) estimate spread sheets for sewer work potential connection points, reviewed by; Town DPW Engineering Consultant VHB, Engineer. The estimated of value of the proposed sewer improvement for relocating two existing sewer force mains from Acton Street to the sewer to be installed to serve the proposed units at the 129 Acton Street. Cost covers work in addition to the work to provide sewer service to 129 Acton Street including materials and installation of pipe, manhole, asphalt pavement or loam and grass restoration, Extension for the Town piece \$160,000.00. Extent to Existing sewer using same cost, \$268,000.00 for Town to extent sewer via easement to sewer crossing from Acton Street to Brown Street. VHB estimates the costs higher. Developer and Sewer Department believe there is sufficient elevation change for gravity connection. Without gravity connection, would require a pumping station, which is potentially more maintenance for the Town. Cost estimate to reroute the force mains for Town would be likely \$270,000.00 for this project. Awaiting confirmation of the observed elevation change form Sewer Department.

- Sidewalk – Continuation of sidewalk on Acton Street from Silver Hill Road to past State Lab, then over and up to Marble Farm then cross over on Acton Street with access to Rail Trail about 1,200 linear feet of sidewalk.

#### **BOS**

- |                         |   |
|-------------------------|---|
| • Sidewalks             | All BOS Members Agreed                          |
| • Sewer improvements    | All BOS Members Agreed                          |
| • Donation of Parcel 95 | All BOS Members Agreed                          |
| • Bonds                 | All BOS Members Agreed                          |
| • Affordable Housing    | CD- Yea, TE – Yea, JK – Yea, DG – Nay, BC – Yea |

Chair asked TA, if he could prepare MOA to move forward.

### **Economic Development updates**

- We have a scheduled meeting with Saracen on Monday to discuss preliminary concept plans.
- On the same day we have a scheduled meeting with Whole House Group on Brewery & Pub, next steps
- We had a meeting with RKG Associates Fiscal Analysis regarding 129 Parker Street, Capital Group joined in the meeting. We are moving forward.
- EDC has recommendations on the Towns Alcohol rules & regulations.

- The Downtown enhancement fund policy continues to be vetted. We should have a recommendation for May 19 meeting with the Board.
- Meeting with developer on a small, affordable housing project next week.

#### **Town Administrator Report.**

- Summer Hill Glen owner confirmed intention to keep property as affordable indefinitely. They currently have 18-year commitment on a federal program. Town will begin to review the program with them in advance of it expiring.
- Golf course contract to be signed April 21, 2015. Information to be added to the next packet.
- Facilities Manager, Aaron Miklosko starts on Monday, April 13, 2015.

#### **Chair Report**

- Update Policy, at next Sub-BOS meeting on April 14, 2015 6:00 pm. with DPW Operations Manager.
- Do we have update on the Abutter notification from the Assessors?
- Do we have a list of Town contracts available to view? TA, Sweet in next packet.
- Question, regarding the Coolidge Re-Use Task force, \$20,000.00 from CPC money, a partial of the money is for the parcel of land to be split. (Building from playground).

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

##### **Selectman DiSilva:**

- Question, when the contract for the Golf Course will be complete. TA, for next BOS meeting 4/21/15. Note; the Kitchen hours will be expanded at course via a new Business

##### **Selectman Egan:**

- What is going on with the Markings on the Street and sidewalks? TA, said, we are having some new sidewalks and potholes fixed at this time.
- Correspondences and emails from residents – please sign your names.

##### **Selectman Gavin:**

- Member of community – sent email informing him that the Rockland Ave soccer field had been vandalized. It is in bad shape and they cannot use it for this season. What can the Town do? Board and TA had discussion and will have the DPW and outside source give use estimate on damage.

##### **Selectman Kreil:** no issues at this time

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

Time: 9:45 pm

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

Date:

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Selectman, Jason Kreil, Clerk

Initials: BJM



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**Selectmen's  
Meeting Minutes  
Tuesday, April 21, 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 - no comments made**

**Acceptance of Minutes, March 31, 2015 and April 7, 2015 - Deferred until May 6, 2015**

**List of Correspondences (mail to the Selectmen's Office for April 21, 2015).**

- a) Police monthly report, March 2015
- b) Library monthly report, March 2015 & April 2015
- c) DPW monthly report, March 2015
- d) Meeting notice, ConsCom, April 7, 2015, 4/28/15
- e) Meeting notice, Cultural Council, April 8, 2015
- f) Meeting notice, Sub-BOS Committee, April 14, 2015
- g) Meeting notice, CPC, April 15, 2015
- h) Meeting notice, SC, April 16, 2015, 4/30/15
- i) Meeting notice, HC, 4/21/15
- j) Meeting notice, Sub-BOS Comm. April 21 & 28, 2015
- k) Meeting notice, Coolidge Re-Use Task Force, 4/21/15
- l) Meeting notice, MassDOT, 4/30/15
- m) Meeting notice, Library Trustees, May 11, 2015
- n) Assabet Valley Chamber & Revitalize Maynard Collaborative Candidates night
- o) OARS, news and updates
- p) Notice from Legislature \$200. Mil Chapter 90 Funds
- q) Governor Baker, notice, Chapter 90 funds for Maynard, \$259,727.00
- r) Rep Kate Hogan, notice, Senior news April 2015, 4/7/15 BOS news

- s) Article about Marlborough and Developer regarding zoning change
- t) Spring ArtWalk Downtown Maynard
- u) Resignation letter, 4/15/15, COA, Marilyn Hanson
- v) Copy of letter to J MacDonald – Tapping fees at 10 – 20 Main Street

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

**Consent Agenda;**

- a) **Special Permit, Annual Opening Day – Farmer’s Market Costume Parade, Saturday, June 27, 2015**
- b) **Appointments for new employee, LEPC, TSBC, MGCC – Aaron Miklosko**

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

**Special Two-Day event at El Huipil Restaurant, Beer & Wine license**

TA, Kevin Sweet presented the request for a license to serve beer and wine outside the restaurant on May 2<sup>nd</sup> ad May 3<sup>rd</sup>. A section of the parking lot adjacent to the restaurant would be fenced off. He and the chief did a site visit with owner along with the business owner at Aubuchon. Chief agreed to have his staff make checks over at the event for both days. TA Sweet reported that the neighboring hardware store had no objections.

**A motion was made** by Selectman Cranshaw to approve the special one-day event license for, Saturday, May 2 from noon to midnight and Sunday, May 3, 2015 from noon to 9:00 p.m. at El Huipil. Second by Selectman Kreil. Vote 5-0. Motion approved.

**Chair requested the Board make their selections for presenting articles at Town Meeting.**  
**Annual Town Meeting**

Article 1, 2, 3 (Town Reports, Obsolete Equipment Material, Authorize Revolving Funds) =  
Selectman Cranshaw

Article 4 (FY 2016 Salary Admin. Plan) = Selectman DiSilva

Article 5 (Town General Fund Budget FY2016) = Selectman Cranshaw

Article 6 (Optional Additional Exemption) = Selectman Kreil

Article 7 (Sewer Enterprise Fund Budget FY2016) = Selectman Kreil

Article 8 (Water Enterprise Fund Budget FY 2016) = Selectman Kreil

Article 9 (Finance Committee Reserve Fund) = Selectman Gavin

Article 10 (Community Preservation Fund Budget FY 2016) = Selectman Egan

Article 11(Easement for Town-Owned Land –ARRT) = Selectman Gavin

Article 12(Fire Station Feasibility Study) = Selectman DiSilva

### **Special Town Meeting**

Article S-1 (Certified Free Cash Appropriation) = Selectman Cranshaw  
 Article S-2 (Certified Free Cash Appropriation – Assabet River rail Trail) = Selectman Gavin  
 Article S-3 (Reserve for overlay Release Appropriation) = Selectman Gavin  
 Article S-4 (Water Retained Earnings) = Selectman Kreil  
 Article S-5 (Sewer Retained Earnings) = Selectman Kreil  
 Article S-6 (Community Preservation Fund Reserve) = Selectman Egan  
 Article S-7 (Acton Street Zoning Designation Change) = Planning Board  
 Article S-8 (Purchase of Real Property) = Selectman Cranshaw  
 Article S-9 (Transfer of Coolidge School to Board of Selectman) = Selectman DiSilva

**7:15 P.M. Public Hearing: Carry In ABC License Request, d/b/a Art Signal at Video Signals, 16 – 20 Nason Street, Maynard, MA.**

#### **Legal notice:**

**Notice is hereby given, in accordance with Mass. General Laws, Chapter 138 as amended, as well as Section 4.2 of the Town of Maynard's carry In Alcoholic Beverages Regulations, that a Public hearing will be held on Tuesday, April 21, 2015 at 7:15 p.m. in the Michael J. Gianotis Meeting Room (No. 201) of the Maynard Town Building to consider the application of a Carry In Alcoholic Beverages License for Kilby Books, LLC, DBA Art Signals at Video Signals, 16 Nason Street, Maynard, MA. A copy of the application is on file in the Office of Municipal Services.**

The hearing was called to order at 7:15 pm. Applicants, Sandra Gudac and Charles Kilby present their working plan with the art area. They have plans to allow carry in wine for adult event times at workshops. Staff is TIPS trained.

TA, Kevin Sweet said the Police and Fire Chief have no issues with this business.

Nick Johnson from the MBA welcomes this new business to the area.

**A motion was made** by Selectman Cranshaw to approve the carry in license, and wave the requirements for Common Victualler for Kilby Books, LLC dba Art Signals at Video Signals, owner Sandra Gudac and Charles Kilby at 16 Nason Street, Maynard, MA. Hours during the Carry-in Alcoholic Beverages are allowed 11:30 a.m. until 11:00 p.m. for the remainder of the year, December 31, 2015 Second by Selectman Gavin. Vote 5-0. Motion approved. The hearing was closed at 7:25 pm.

#### **Facilities Manager Introduction: Aaron Miklosko**

TA, Kevin Sweet introduced Aaron Miklosko to the Board. Aaron started on April 13, 2015. The panel that interviewed with Aaron, Andrew Scribner-MacLean, Chris Okafor, Pete DiCicco. Aaron brings a background in operations, quality, safety and facilities/maintenance oversight. He has significant experience in developing Standard Operating Procedures (SOP's), O & M Plans and process controls. He has directly supervised over 25 unionized employees and has served as a member of the facility's Joint Labor Relations Committee. Aaron is trained in facilities management, holds a Master of Science in facilities Management, and is Lean Six Sigma- Green Belt Certified. Lives in Maynard.

Board welcomes Aaron.

BC what's on your top five list

- Work order system
- Merger some activities from schools
- Coolidge School
- Reorganization make sure it's a smooth transition

**Water/Sewer Rate Discussion:** Toby Fedder, P.E. – Woodard & Curran

Toby Fedder, P.E. Vice President of Woodard & Curran presented the Water & Sewer Financial Management FY 16 Utility Rate Setting;

Toby provided a guide to the water & sewer rates, which are required to fully fund water and sewer operations within the Town of Maynard. The revenue requirements for both water and sewer services, inclusive of all budgeted costs associated with operating and maintaining the Town's infrastructure, specifically;

The effect of the BOS changing a policy to give senior a discount last May of 2014. We have bonds that are due. Some unfunded mandates NPDES MS4.

Board had some questions over the discussion with Toby. Toby said he would come back to Board with the details at the May 6, 2015.

**Review and Approve Special Town meeting Warrant**

**A motion was made** by Selectman Cranshaw to approve May 18, 2015 Special Town Meeting Warrant. Second by Selectman Egan. Vote 5-0. Motion approved.

**Review – Contract for maynard Golf Course**

Andrew Scribner-MacLean gave Board a summary of the contract highlights as follows:

- The Town will receive an annual, minimum payment of \$40,000.00 for the operation of the golf course and function business.
- Sterling will provide all equipment for the maintenance and operation of the golf course at no cost to the Town.
- The Town will receive 15% (GOLF) and 7.5% (F& B) on revenue above set minimums (lower than previous contract).
- The Town has and will continue to expand its use of the property for a variety of recreational and programmatic needs. With details
- The Town is working more closely with SGM to maximize golf and function business at the facility than in the previous contract. In working with SGM, it is hoped that course play, food & beverage, and function rental income will all increase to the Town's net benefit.

Board asked to have some of Exhibit A and Exhibit B detail. Bring back to the BOS, May 6, 2015.

**Discuss – 129 Acton Street Development Agreement**

Kevin Sweet, Jason Kreil, David Gavin provided feedback from discussion with property owner about development agreement framework items discussed at last BOS meeting. Members discussed items on draft agreement including need to have rail trail easement finalized by end of June, need to clarify issues about extent of sidewalk project and need for surety bond. Members to provide final comments to ATA and final version of development

agreement to be presented to property owner next week. If owner agrees, development agreement to be brought for approval at May 6<sup>th</sup> meeting.

### **Economic Development updates**

- Meeting last week with Brewery (Whole House Group) and Saracen. A plan is in the works to have Saracen at the June 2, 2015 BOS meeting with some concept plans.
- MIIA Health insurance rates locked in at 9.98%. Beginning discussions on future cost control ideas.
- MBA survey on Parking space downtown – report should be ready for the June 2, 2015 meeting with BOS.
- Cultural District group is moving along with the preliminary steps for an application – BOS needs to have a resolution for this spring.
- Keene Ave and Waltham St. projects completed by Planning Board.

### **Town Administrator Report.**

- Facility Manager settling in quickly already has a long list of projects.
- Rockland Field update – Ta checked out field with, CO, TM, MC, and Kevin Feehily. DPW has agreed to help fix – repair the field we also have a quote in process.
- Facility/Custodial/Town/School merger conversations at end of April
- Fire Negotiations underway, anticipating (Dispatch/and Custodial groups in near future.
- We received word from FEMA on April 13, 2015 of the Blizzard Disaster Assistance. A relief meeting is scheduled for May 4, 2015

### **Chair Report**

- Items in the drop box for Selectmen to review for the next meeting regarding, abutter notification and contract renewals.
- Contract list from BOS Office
- Request for TA, Kevin Sweet to have town counsel prepare findings and recommendations regarding the upcoming Selectman/Town Employee relationship conflict.

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

#### **Selectman DiSilva:**

- Did our friend (JM) get his letter and get back to us? TA, not yet.
- Did we hear back from either holding liquor licensee on the pending licenses? TA, not at this time. CD, requests we contact both parties in writing.

#### **Selectman Egan:**

- CPC updates, checking into the Rockland Field issue.
- Setting up a new filing system
- Updating business system and plan.

#### **Selectman Gavin:**

- Checking on issue with the 15 minute parking signs around town. Don't businesses need to come before the BOS to request to add the 15 minutes signs at their place of business? Yes,

TA, we have the following: Main Street liquor, Paper store, Us Post Office, 74 Main Street formerly Neighborhood Brick Oven Pizza). DG, please have the sign removed from Merai Liquor.

**Selectman Kreil:**

- none

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

Time: 10:50 pm

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

Date:

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

Initials: BJM



OFFICE OF THE  
**BOARD OF SELECTMEN**  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754  
Tel: 978-897-1301 Fax: 978-897-8457

**Selectmen's Subcommittee on Policy and Regulations Meeting Minutes**  
**Town Hall – Room 202**  
**Tuesday, March 10, 2015, 6:00 pm**

**Present:** Sel. Bill Cranshaw, Sel. Jason Kreil, Sel. Chris DiSilva and DPW Operations Manager Chris Okafor.

**Proposed Municipal Naming Rules & Regulations:**

Sel. DiSilva provided draft rules and regulations for Municipal naming policies for review at an upcoming meeting.

**Discussion of Proposed Changes to Cemetery Regulations:**

DPW Operations Manager provided comments and clarifications to subcommittee member comments provided after the 3/3 subcommittee meeting.

Discussion centered on the following:

- Clarification on location and restrictions on plantings of flowers and shrubs, definitions.
- Clarification on placement of flags by third party organizations
- Discussion of residency and age requirements for purchase of plots
- Correction of inconsistent and redundant statements in regulation.

Subcommittee members will revise Cemetery regulations based on comments for review at next meeting.

**New Business:** None

Next Meeting is scheduled for Tuesday, April 14, 2015.

Meeting was adjourned at 6:55 p.m.

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

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

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



# TOWN OF MAYNARD

## Town Accountant – Michael Guzzo

TOWN BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

TO: Board of Selectmen  
FROM: Michael Guzzo - Town Accountant  
DATE: March 27, 2015  
SUBJECT: ACCOUNTANT'S REPORT – MARCH 2015

- Processed weekly invoice warrants
- Processed Bi-Weekly Payroll Warrant
- Reconciled Cash and Receivables with the Treasurer for February 2015
- Continued to work on FY2016 Budget
- Updated FY2015 potential reserve fund transfers
- There was an outside audit of the Golf Course the week of March 15, 2015. Received the results of the audit and submitted to Town Administrator and Assistant Town Administrator
- Summarized YTD expense balances for LED light article and COA Golf Course article
- Treasurer short term borrowed a Ban for \$1,821,000.
- Worked on ATM and STM Town meeting articles. Finalized enterprise fund budgets and CPA budget
- Coordinated with Treasurer FY2014 audit Management Letter responses
- Met with Treasurer and Fire Chief on Fire Turnout Gear possible purchase
- Received indirect cost transfers to the General Fund from Toby Fedder. Included them on FY2016 Enterprise Budget ATM articles
- FY2016 rates for Water and Sewer should be available before the end of April 2015
- Received an additional management letter comment on Peg Access Grant funds. To maintain the special fund towns will have to have a Town Meeting article. In the absence of the vote funds will be transferred to the general fund
- Finalized Snow and Ice FY2015 shortfall for Town Meeting
- Created expense and revenue accounts for the Winter recovery Assistance Program for DPW
- Received Governor FY2016 Local Aid estimate. Revised FY2016 budget revenue estimate to include local aid increases
- Developed potential FY2015 expense budget shortfalls
- Assistant Town Accountant and myself attended the annual MMMAA conference at University of Mass. March 15 to March 18
- Revised reserve potential reserve fund transfer for FY2015 salary increases. Will meet with Town Administrator to finalize list for Finance Committee approval
- Updated and issued the following reports as of February 2015:
  - Available funds
  - Capital Projects
  - CPC Summary – Revenue, Expenses, and fund reconciliation
  - Expense Summary – General Fund
  - Expense Summary – Enterprise Funds



**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 Parks/Forestry/Cemetery Water & Sewer WWTP*

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## **Public Service Announcement**

### **Attention Maynard Residents**

### **2015 SIDEWALKS AND RAMPS RECONSTRUCTION PROGRAM**

#### **Reconstruction of Thompson Street Sidewalks and Ramps**

The Town of Maynard, through its contractor **Allied Paving Corp** anticipates reconstructing the above street sidewalks and ramps beginning Monday, May 4, 2015 at 7:00am. The contract will post signs before the actual work is to commence on poles, cones or barrels to be stationed throughout the limits of the construction. Following the notifications/sign posting, the work may begin as early as 7:00am.

If weather does not permit or if there is a problem with equipment or scheduling, the work will commence on the following work day. Please remove all parked vehicles from street (work area) by 7:00am. Any parked vehicles that interfere with construction will be towed at the owner's expense.

During the reconstruction period access to and from residence may be restricted or delayed. Road will remain open to all emergency vehicles and school buses.

The DPW wants to thank you in advance for your cooperation and patience. If problems evolve as a result of reconstruction or should you have specific questions or concerns, please call the Department of Public Works at (978) 897-1317.



**TOWN OF MAYNARD**  
**OFFICE OF THE TOWN ADMINISTRATOR**  
MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1375 Fax: 978-897-8457  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

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

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

**MEMORANDUM**

**To:** All Departments  
**From:** Kevin Sweet, Town Administrator   
**Date:** May 1, 2015  
**Re:** **FY 2015 Updates**

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

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

All staff should plan for vacation use accordingly. Collective bargaining agreements relevant to vacation carryover shall be followed. Extenuating circumstances will be reviewed on a case by case situation.

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

*Kevin A. Sweet*  
*Town Administrator*

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            April        27        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 and vote on spring town meeting articles  
Review FinCom recommendations

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

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Peter Campbell

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

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

## **Maynard Local Emergency Planning Committee**

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**LEPC Meeting**  
**Tuesday April 28, 2015**  
**8:30am**  
*EOC at MPD*  
*197 Main Street, Maynard*

### ***Agenda***

- I. Roll Call & Determination of Quorum
- II. Review of Minutes
- III. Old Business
  - a. Training Opportunities
  - b. NIMSCAST Reporting Update
  - c. Flu Clinic/EDS Drill Follow-up
- IV. New Business
  - a. Town Updates
    - i. January 26-28, Blizzard Update
  - b. Regional Updates
  - c. Misc.
- V. Adjournment – *next meeting:*



THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON: KEVIN SWEET  
POSTED BY: STEPHANIE DUGGAN

DATE: APRIL 22, 2015



**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 April 28, 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**
  - a. 01-06-15**
  - b. 01-13-15**
- 4. NBOD project – final discussion and wrap-up**
- 5. Planning Board Rules & Regulations – discussion (10 minutes)**
- 6. Meeting Protocol - discussion (10 minutes)**
- 7. Other Business – discussion items from Board**
- 8. Town Planner Updates**
- 9. Correspondence – Review/questions**

**Adjourn**

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

*Kevin Calzia, Chairperson*

*Posted by: Bill Nemser, Town Planner*

*Date: April 22, 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)

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

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

Date of Meeting: **Tuesday, April 28, 2015  
6:30 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**
- 3. Cemetery Regulations**
- 4. Naming Policy**
- 5. BOS policies**
- 6. Old/New Business**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: **Bill Cranshaw**

Posted by:

Date:



## BOARD OF ASSESSORS

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

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# TOWN OF MAYNARD BOARD OF ASSESSORS MEETING

~

## TOWN HALL

**Room 202 – Upstairs (Finance Conference Room)  
Tuesday, April 28, 2015  
6:30 PM**

## AGENDA

- REVIEW AND SIGN MINUTES
- MONTHLY REPORTS
- DISCUSS WARRANT AND TOWN MEETING - MAY 18, 2015
- DISCUSS AND REVIEW DATA ON THE SUDBURY MEANS TESTED SENIOR TAX EXEMPTION
- DISCUSS THE TRIENNIAL REVALUATION

Posted 04/21/2015

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)

**FinCom, School Committee, Board of Selectmen Sub Committee**

Address of Meeting: Room 197 Town Hall Maynard MA. 01754

Room:

**M T W T H F**      Month April      Date 29      Year    2015      Time 7:00      AM/PM

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

**Nominations for the 2015**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Chair, William Cranshaw

Posted by:

Date:

# 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

April 30, 2015

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

### Public Hearing on the Proposed FY16 School Budget 7:00 p.m.

### AGENDA 7:30 p.m.

1. Minutes
2. Chairman's Report
3. Superintendent's Report
4. Student Representative Report
5. Citizen's Comments
6. 2015-2016 School Choice
7. FY16 Budget
8. Policies - 2nd Reading
  - #18 18.1 Bullying Prevention and Intervention
  - #102 School Committee Bylaws
  - #631 631.1 MHS Academic Requirements Academic Expectations, Enrichment
9. Citizen's Comments
10. Members Comments/Questions

Chairperson: William Kohlman

Posted by: Colleen Moore

Date: 04/27/15

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 \_\_\_\_\_ May \_\_\_\_\_ 4 \_\_\_\_\_ 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 and vote on spring town meeting articles  
Review FinCom recommendations

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

**THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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

Date Posted: April 30, 2015

## TOWN OF MAYNARD

### MEETING NOTICE

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

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

#### Economic Development Committee

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

**M T W T H F**      Tuesday – May 5, 2015      8:00 a.m.  
Month                  Date          Year                  Time                  AM/PM

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

1. Call meeting to order: Time: \_\_\_\_\_
2. Visitor Statements/Introductions (if any)
3. Approve Minutes of February 3, 2015
  - a. Motion: \_\_\_\_\_
  - b. 2<sup>nd</sup>: \_\_\_\_\_
4. Proposal and update by Marketing Group
5. Presentation by Joe Kuefler – CTP Tenant's Association (15 minutes)
6. Status of Downtown Enhancement Fund
7. Updates from Working Groups (5 minutes each)
  - a. Update by Business Inhibitors Group
  - b. Update by Data Group
  - c. Update by Targeted Investments Group
8. Old Business/New Business

#### **THIS AGENDA IS SUBJECT TO CHANGE**

Chairman: Christopher Worthy

Posted by: Christopher Worthy

Date: April 30, 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, May 6, 2015 at 7:00 PM

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

**CALL TO ORDER:**

**ADMINISTRATION:**

- Review and approve minutes from last meeting
- Update on our file copying
- Other Administrative issues

**CORRESPONDENCE:**

- Mail received

**BUSINESS:**

- Update on ongoing projects
- Spring Town Meeting updates, if any
- Financial Subcommittee update
- Review and discuss financial reports, if any
- Review procedure for submitting applications
- New/Old Business

**Upcoming Meetings:**

- Determine next regularly scheduled meeting.

**THIS AGENDA IS SUBJECT TO CHANGE**

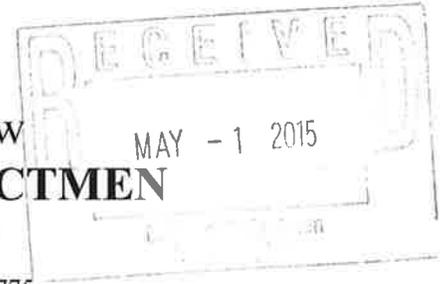
Posted: M. John Dwyer, CPC Chairman



Town of Stow  
**BOARD OF SELECTMEN**

Stow Town Building  
380 Great Road  
Stow, Massachusetts 01775

(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631



April 29, 2015

Dear Boards of Selectmen,

The Town of Stow will be perambulating its boundaries this year, pursuant to Massachusetts General Laws Chapter 42, Section 2.

We welcome your participation in the outings.

If you would like to receive notice of the dates and locations, please send your email address to the Stow Selectmen's Office at [selectmen@stow-ma.gov](mailto:selectmen@stow-ma.gov), and I will forward your address to Greg Troxel, a Stow resident who will be organizing the perambulation outings.

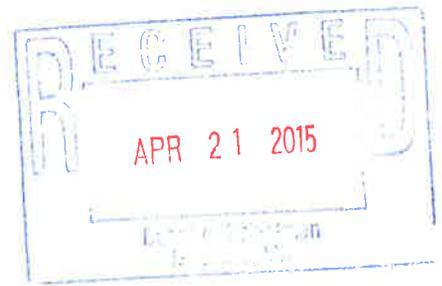
Outings will begin at some point after May 1, dependent on weather and other conditions.

If you have any questions, please feel free to contact me.

Yours truly,

Maureen Trunfio,  
Administrative Assistant  
Board of Selectmen and Town Administrator

Ann Marie Edson, RN, GNP  
John R Edson, RN, MS, CHPCA  
2 Brian Way  
Maynard, MA 01754  
978-298-5323



April 21, 2015

Mr. Paul Scheiner – Chair Maynard Town Zoning Board of Appeals  
Mr. Bill Nemser – Maynard Town Planner

Gentlemen,

It is with regret that I find that I must resign my position as an Alternate on the Maynard Zoning Board of Appeals effective immediately. Even though I am retired, I find that my plate is full and something must give.

I have enjoyed serving and I wish you and the others the best of luck going forward.

Warm Regards,

John R. Edson, RN, MS

## Becky Mosca

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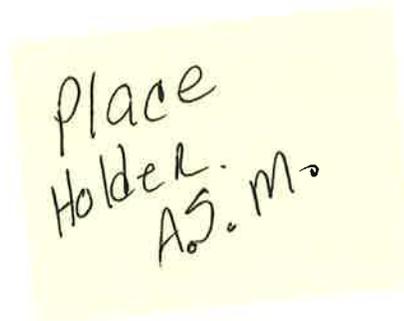
**From:** Andrew Scribner-MacLean  
**Sent:** Friday, March 13, 2015 1:48 PM  
**To:** Becky Mosca  
**Cc:** Margo.paris@verizon.net  
**Subject:** May BOS meeting

Becky,

Please put a placeholder on the first BOS meeting in May for the Girl Scouts to present for 5-10 minutes. Sometime in the next few weeks we'll confirm it but I didn't want to forget to include them.

They may be asking permission to build on Town property for a Silver Award project.

**Andrew Scribner-MacLean**  
**Assistant Town Administrator**  
Executive Director of Municipal Services  
Town of Maynard  
195 Main Street  
Maynard, MA 01754  
Office: 978 897-1375



Place  
Holder.  
A.S. M.

## Becky Mosca

---

**From:** Diane Dahill <ddahill@msn.com>  
**Sent:** Friday, April 17, 2015 5:08 PM  
**To:** ddahill@msn.com  
**Subject:** Remembering Maynard's Own Pub Crawl May 16, 2015

PLEASE JOIN US!!!!

### Remembering Maynard's Own 4<sup>th</sup> annual Pub Crawl

The Remembering Maynard's Own Pub crawl T shirts are in! The T shirt is the ticket for the event and the cost is \$20. The crawl is scheduled for Saturday May 16, 2015 and starts at 1:30pm at the River Rock Grill in Maynard. Additional stops will include Blue Coyote, China Ruby, ½ Way Café, Pleasant Café, Morey's café and the Maynard Elks. Appetizers will be provided at each stop. A schedule of times/stops will be provided with each T shirt. All proceeds from the event will go to the Remembering Maynard's Own Fund, a 501c non-profit fund that pays for activity fees for kids at the Maynard High School that cannot afford them. If you want to purchase a T shirt, visit us at Facebook (Remembering Maynard's Own), contact one of our board members or send a check for \$20 per T shirt to Remembering Maynard's Own, PO box 268 Maynard MA 01754. Remember to provide us the T shirt size you need! Hope to see you there! (Board Members: Diane Dahill 978-461-0627, Mike Chambers 978-430-6905, Susan Carter 978-897-0444, Mary Pillivant Perkins 978-808-8650, Bill Pozerycki 978-500-3336, Mark Yanchewski 978-897-6517)

**Becky Mosca**

---

**From:** OARS <office@oars3rivers.org>  
**Sent:** Thursday, April 23, 2015 3:16 PM  
**To:** Becky Mosca  
**Subject:** State Budget Amendments - Act Now!

Having trouble viewing this email? [Click here.](#)

**OARS**

**FOR THE ASSABET SUDBURY & CONCORD RIVERS**

**\*\*\* ACTION ALERT \*\*\***

**Please Ask Your State Representatives to  
Co-Sponsor Budget Amendments for the Environment**

The Massachusetts House's State Budget for FY16 continues the chronic underfunding of our state's environmental agencies--just 0.6% of the state budget.

Ever deeper staff and program cuts result in loss of critical protection and permitting delays.

Amendments to the House Committee on Ways & Means' budget would increase funding.



**Please ask your State Representative(s) to co-sponsor [these amendments](#).**

**The deadline is Friday, April 24 - TOMORROW**

Our special thanks to our watershed's House champions who have taken the lead to sponsor or co-sponsor these amendments: Carolyn Dykema, Carmine Gentile, Chris Walsh, Jennifer Benson, Kenneth Gordon, and Tom Sannicandro.

[Learn more about the FY16 Green Budget](#) developed by Environmental League of Massachusetts and endorsed by OARS.

**OARS**

23 Bradford Street  
Concord, Massachusetts 01742  
tel: 978-369-3956  
[www.oars3rivers.org](http://www.oars3rivers.org)

## Becky Mosca

---

**From:** OUINotice (AGO) <ouinotice@state.ma.us>  
**Sent:** Monday, April 27, 2015 2:10 PM  
**Subject:** OUI Last Drink Data - Q1 (Jan - March 2015)  
**Attachments:** Last Drink Results 2015 Quarter 1 (Jan-March) and Paper Notices.xls

The Attorney General's Office, Municipal Law Unit ("MLU"), is now e-mailing to cities and towns information about establishments where defendants convicted of operating under the influence say they were served alcohol before being arrested. MLU sends this information to City and Town Clerks quarterly or as it becomes available from the Trial Court. The Clerks should forward this email to others in the municipality that may have interest in the information, such as local licensing authorities.

As you may know, General Laws Chapter 90, Section 24J, requires courts to ask defendants convicted of operating under the influence of alcohol whether they were served alcohol at any licensed establishment before the violation and the name and location of any such establishment. The Trial Court periodically provides this information to the Attorney General's Office and the Alcoholic Beverages Control Commission (ABCC). The Attorney General is making this information available to you in view of the public safety issue that operating under the influence presents. Please note that the information supplied by the Trial Court may not be complete. The Attorney General has alphabetized the available information by city or town name but does not have additional information beyond that supplied by the Trial Court.

This information does not constitute an accusation of criminal or negligent conduct by any establishment and is not meant to be a substitute for your own license monitoring and enforcement practices. The Attorney General has not conducted an independent review of the information and notes that Section 24J does not require that defendants' statements about these establishments be made under oath. The provision of this information should not be considered the rendering of legal or other professional advice. If you have any questions regarding how this information may be used, we suggest you contact the ABCC at 617-727-3040, or [abcc\\_inquiries@tre.state.ma.us](mailto:abcc_inquiries@tre.state.ma.us).

We are sending this information to what we understand to be the e-mail addresses of the City and Town Clerks who are in the best position to place the last-drink information before local licensing authorities. If you need to update your e-mail address, please send an e-mail to: [OUINotice@state.ma.us](mailto:OUINotice@state.ma.us).

-OUI Notices

*Nicole B. Caprioli*

Assistant Attorney General  
Municipal Law Unit  
Office of the Attorney General Maura Healey  
10 Mechanic Street, Suite 301  
Worcester, MA 01608  
(508) 792-7600 x 4418  
[nicole.caprioli@state.ma.us](mailto:nicole.caprioli@state.ma.us)



**OFFICE OF THE SELECTMEN**

Maynard, Massachusetts

**PERMIT - PARADE**

*This permit is issued to*

**MAYNARD VETERANS COUNCIL**

Marge Iannuzzo, Past Commander

978-897-9091

*For the following purpose:*

**Annual Memorial Day Parade on  
Monday, May 25, 2015 at  
10:30 A.M. See Route details as parade forms at 10:00 a.m.**

*Subject to the conditions as herein stated:*

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

**Board of Selectmen:**

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## Maynard Veterans Council

51 Summer Street  
Maynard, MA 01754

Sunday, April 26, 2015

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

To Whom It May Concern:

The Maynard Veterans Council is holding the annual Memorial Day Parade on **Monday, May 25, 2015**. We cordially invite you and your members to join our parade.

The Council also extends a cordial invitation to the Maynard Selectmen to join us in our commemoration. It would give us great pleasure to have a Selectperson speak at the Memorial Park services.

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

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

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

Sincerely,

Marge Iannuzzo, *Past Commander*

Maynard Veterans Council  
Phone 978 897-9091  
[miann46@gmail.com](mailto:miann46@gmail.com)





## **OFFICE OF THE SELECTMEN**

Maynard, Massachusetts

### **One – Day PERMIT (August 4, 2015)**

*This permit is issued to*

***Mark Malcolm, Library at Memorial Park***

*For the following purpose:*

***Maynard Library, Free Concert at Memorial Park  
Denny Laine  
Tuesday, August 4, 2015  
Starting at 6:00 P.M.***

*Subject to the conditions as herein stated:*

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

### **Board of Selectmen:**

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## Becky Mosca

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**From:** sdkohlman@comcast.net  
**Sent:** Sunday, April 26, 2015 6:56 PM  
**To:** Becky Mosca  
**Subject:** Invitation for Maynard Girl Scout Gold Award Ceremony

Becky,

On behalf of Maynard Girl Scouts, I would like to invite a member of the Board of Selectmen to a Gold Award ceremony for Rachel Hahn, a senior at Maynard High School. Rachel's ceremony will be held on Sunday, May 31 at 2PM at the Union Congregational Church basement in Maynard. The Gold Award is the highest award that a Girl Scout can earn, and is awarded after completing a sustaining project for over 100 hours. Rachel's project was "Autism Inclusion Resources".

Please let me know if one of the selectmen will be able to attend, and if they would like to say a few words. I can provide a list of Rachel's activities for the proclamation.

Thanks so much,  
Sue Kohlman  
Maynard Girl Scout Service Unit Coordinator

TYPE	NAME	DESCRIPTION	SOB EXEMPT	TOWN DEPT	SIGNATORY	INITIAL YEAR	TERM YEAR
Consultant	Blatman, Bobrowski, & Mead	Legal Services - lump sum & litigation	yes	TA	Board of Selectmen	2011	no term
Consultant	Blatman, Bobrowski, & Mead	Legal Services - hourly as needed	yes	TA	Town Administrator	2011	no term
Consultant	Higgins & Witten LLC	Special Counsel - hourly as needed	yes	TA	Town Administrator	2014	no term
Consultant	Medtrol, Inc. / Atty AI Mason	Personnel / Labor Relations- lump sum	yes	TA	Town Administrator	2012	Annually
Consultant	JGR, LLC	Public Relations / Press Officer	no	TA	Town Administrator	2013	Annually
Consultant	Millennium Insurance Agency	Consultant / Benefits Administrator	no	TA	Town Administrator	1980's	Annually
Consultant	DriveTech, Inc.	Data / IT Services	no	TA	Board of Selectmen	2009	3-Year
Consultant	Roselli, Clark & Assoc.	Audit	yes	TA / Town Act.	Board of Selectmen	2014	3-Year
Consultant	USI Consulting Group	OPRB Analysis	no	TA	Town Administrator	2008	2-year
Consultant	VHB, Inc.	Engineering Services	yes	TA / DPW	Board of Selectmen	2013	Annually
Consultant	Woodard & Curran	Water / Wastewater	yes	DPW	Board of Selectmen	Unk	Annually
Consultant	Stantec Engineering	I & I / Sewer / GIS	yes	DPW	Board of Selectmen	Unk	Annually
Vendor	Peterson Oil	Fuel - Diesel / Heating Oil	no	DPW	Board of Selectmen	2014	Annually
Vendor	Pitney Bowes	Postage Machine Agreement - Service	no	TA	Town Administrator	2008	Annually
Vendor	Wheelabrator - Millbury	Solid Waste Disposal	yes	DPW	Board of Selectmen	2007	20/10-Year Option
Vendor	Univar	Chemical Supplier	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Holland Company	Chemical Supplier	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Borden and Remington	Chemical Supplier	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Kemira	Chemical Supplier	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Allied Paving	Sidewalks / Curbing	no	DPW	Board of Selectmen	2012	Annually
Vendor	Assabet Valley Tree	Trees: removal & trimming	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Blackboard Connect	Emergency Notification	no	TA / EMD	Town Administrator	2007	Annually
Vendor	E L Harvey	Trash / Recycling	yes	DPW	Board of Selectmen	2012	5-year
Vendor	Lazaro Paving	Paving / Snow Removal	no	DPW	Board of Selectmen	Unk	Annually
Vendor	Frank Chiodo, Inc.	Excavation / Snow Removal	no	DPW	Town Administrator	Unk	Annually
Vendor	Sterling Golf Management	Lease agreement	no	TA	Board of Selectmen	2012	5-7-year Option
Vendor	Morton Salt, Inc.	Road Salt	no	DPW	Board of Selectmen	2014	Annually
Vendor	Innovative Surface Solutions	Liquid Brine	no	DPW	Town Administrator	2012	Annually
Vendor	Veolia Water	Wastewater O&M	no	DPW	Board of Selectmen	2014	3-Year
Vendor	Sam's Catch Basin	Catch Basin Cleaning	no	DPW	Town Administrator	Unk	Annually



**TOWN OF MAYNARD**  
**OFFICE OF THE TOWN ADMINISTRATOR**  
MUNICIPAL BUILDING  
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Maynard, MA 01754  
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[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

Kevin A. Sweet  
Town Administrator

Andrew Scribner-MacLean  
Assistant Town Administrator

**MEMORANDUM**

**To:** Board of Selectmen  
**From:** Kevin Sweet, Town Administrator  
**Date:** April 17, 2015  
**Re:** Abutter Notification Information Request

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**Liquor Licenses:** For purposes of liquor license applications, an abutter is a person whose property directly touches the proposed premises – not someone across the street. Also any churches, synagogues, hospitals and public or private elementary or secondary schools located with 500 feet of the premises of a liquor-serving establishment. MGL Ch. 138, s15A

**Conservation Commission:** All abutters and any property owner within 100 feet of the property, including if separated from that land by a public or private street or body of water. Proposed projects greater than 1000' linear feet must notify abutters within 1000' of the proposed site. 310 CMR 10.05(4) (a)

“Concurrent with the filing of the Notice of Intent, the applicant shall provide notification to all Abutters. Notwithstanding the foregoing, the requirement to provide Abutter notification is subject to the following limits. An applicant is required to provide notification to an Abutter whose Lot is separated from the Project Locus by a public or private street or body of water only if the Abutter's Lot is within 100 feet from the property line of the Project Locus. An applicant who proposes work solely within Land under Water Bodies or Waterways, or solely within a Lot with an area greater than 50 acres, is required to provide notification only to Abutters whose Lot is within one hundred feet from the Project Site. An applicant proposing a Linear- shaped Project greater than 1,000 feet in length is required to provide notification only to Abutters whose Lot is within 1,000 feet from the Project Site. Abutter notification is not required for projects proposed by the Massachusetts Department of Transportation Highway Division pursuant to St. 1993, c. 472 as approved on January 13, 1994.”

*Note: abutter notices are the responsibility of the applicant and need to be mailed out by certified mail at least seven days prior to the hearing date. Return receipts need to be presented at the first hearing. This section of the WPA was promulgated on October 2014.*

**Zoning Board Appeals:** Parties in interest as used in this chapter shall mean the petitioner, abutters, owners of land directly opposite on any public or private street or way, and abutters to the abutters within 300 feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town said list may be acquired at the Assessors' Office of all application cities and towns.

**Planning Board:** A certified list of abutters and or owners of land directly opposite on any public street or way and abutters to the abutters within 300 feet of the property line of the petitioner as they appear on the most recent applicable tax list, notwithstanding that the land of any such owner is located in another city or town said list may be acquired at the Assessors' Office of all application cities and towns. MGL Ch. 40A, Sec. 5

## Town of Maynard Municipal Naming Policy

1. Purpose:  
To establish a uniform policy regarding requests for the naming or renaming of Town-owned lands and facilities, including parks, recreation facilities, buildings and streets, and the designation of commemorative street names and plaques, which are compatible with the community interest and will enhance the values and heritage of the Town of Maynard.
2. General:
  - A. This policy shall establish the guidelines, criteria and process for naming or renaming of Town owned lands and facilities, and designation of commemorative street names and plaques.
  - B. The Board of Selectmen shall have final authority to name and rename any and all Town-owned lands and facilities and to designate commemorative street names and plaques.
  - C. Under extraordinary circumstances that would cast a negative image upon the Town, any naming of Town-owned land or facilities may be revoked at the discretion of the Board of Selectmen.
  - D. The names of those involved in controversial enterprises or activities, such as those that would be detrimental to the mission or image of the Town of Maynard, should be avoided.
  - E. The donation of land, facilities, or funds for the acquisition, renovation or maintenance of land or facilities shall not constitute an obligation by the Town to name the land and/or facility or any portion thereof after an individual, family or organization.
3. Criteria:
  - A. Honoree must be, or have been, a long-time Maynard resident, or a resident at his or her time of death in the line of duty either to the Town or the United States armed forces.
  - B. Honoree must have served either the Town of Maynard and or The United States Armed Forces, either of which must be verifiable through public records or service discharge papers. This includes volunteer service and or individuals serving as elected town officials.
  - C. Compelling facts or circumstances that would justify the Town's ongoing and permanent recognition.
4. The Process:
  - A. Written request submitted to Board of Selectmen. The initial requests must include the following:
    - i. Full name of the honoree
    - ii. Dates of residency as a citizen of the Town of Maynard
    - iii. Verifiable service dates as outlined above
    - iv. Narrative as to the extraordinary circumstances or achievements on which the request is based
  - B. Board of Selectmen reviews request and schedules applicant for interview.
  - C. Service and residency dates and facts verified
  - D. Board of Selectmen votes on intent to approve naming and funding.
  - E. Notice of intent to name Town-owned land or facilities shall be posted in public places and published in the Town's newspaper of record for a period of 30 days, during which time public comments will be accepted.
  - F. After the 30-day public comments period, the request will be placed on the agenda for the next regularly scheduled Board of Selectmen's meeting as a noted public hearing for Board of Selectmen consideration for approval.
  - G. Dedication for approvals – location, ceremony date made public. Board of Selectmen makes dedication in Town's name.
  - H. All nomination forms or letters requesting naming recognition should be returned to the Board of Selectmen by December 31<sup>st</sup> of any given year in order to properly schedule and act upon the nomination in time to be included in the next regularly scheduled town meeting should an appropriation of funds be necessary.