



**AGENDA**  
**Maynard Board of Selectmen Meeting**  
**Tuesday, July 7, 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. Board Reorganization: Elect a Chairperson / Elect a Clerk**
- 2. Public Comment**
- 3. Acceptance of Minutes**
  - a) June 16, 2015
- 4. Correspondence**
  - a) DPW monthly report, may 2015
  - b) Letters from CPC funds approved at STM, May 18, 2015
  - c) Maynard Golf Course report, June 2015
  - d) Notice of meeting, LEPC, June 23, 2015
  - e) Notice of meeting, BOH, June 23, 2015
  - f) Notice of meeting, Coolidge Re-Use Task Force, June 23, 2015
  - g) Notice of meeting, ConsCom, June 23, 2015
  - h) Notice of meeting, PB, June 23, 2015
  - i) Notice of meeting, Finance Com. July 13, 2015
  - j) Vacation notice, TA K. Sweet Memo
  - k) Letter from resident regarding fence, reported (*Issue resolved: DPW repaired*)
  - l) ConsCom abutter notification, 129 Acton Street
  - m) Planning Board legal notice, 129 Acton Street
- 5. Consent Agenda**
  - a) 18<sup>th</sup> Annual Maynard Road Race, Assabet Valley Boys & Girls Club
  - b) Cemetery Deed # 2023
  - c) Reappointment: Frederic King, ConsCom

# **AGENDA**

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

### **July 7, 2015**

6. **7:15 p.m. Eversource Pole Hearing: Keene Ave/Great Road**
7. **Board Opening Interviews:**
  - Joseph Topol, request for Constable appointment
  - Anita Dolan, request for Board of Registrars appointment
  - Andrew D'Amour, request for Planning Board appointment
8. **FY 2016 BOS Goal Setting Exercise – Special Meeting Date**
9. **FY 2016 BOS Meeting Calendar Approval**
10. **BOS Liaison Assignments**
11. **H.3192 Liquor License Bill Proposed Amendments**
12. **Community Compact Application – CrossTown Connect**
13. **Economic Development Updates**
14. **Town Administrator Report**
15. **Chairman's Report**
16. **Board Member Reports**
17. **Adjournment (9:00)**
18. **Executive Session – Litigation & Collective Bargaining**

Respectfully submitted,



**Kevin Sweet, Town Administrator**

Next meeting date(s):

Regular Meeting – July 21, 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, June 16, 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** – Representative Kate Hogan presented Chairman Bill Cranshaw with a citation from the State for his services to our community. TA Sweet present Chairman a gift and card from staff and Board.

Vic Tomyl commented on the Mill & Main event at the Public Library that the room used was not large enough for the crowd attending and that it was standing room only.

**Acceptance of Minutes, June 2, 2015**

A motion was made by Selectman Gavin to approve the minutes of June 2, 2015 Second by Selectman DiSilva. Vote 5-0. Motion approved.

**List of Correspondences (mail to the Selectmen's Office for June 2, 2015).**

- a) Fire Depart. monthly report, May 2015
- b) Police Depart. monthly report, May 2015
- c) Library monthly report, June 2015
- d) COA monthly report, May 2015
- e) Meeting notice, CPC, 6/3/15
- f) Meeting notice, Finance, June 8, 2015
- g) Meeting Notice, Planning Board, June 9, 2015
- h) Meeting Notice, ConsCom, June 9, 2015
- i) Meeting notice, MCC, June 11, 2015
- j) Meeting notice, School, June 11, 201
- k) Meeting notice, Coolidge Re-use Task Force, June 16, 2016
- l) Meeting notice, Library Trustees, July 7, 2015
- m) Letter to Maynard Police, Accreditation Commission, June 4, 2015

- n) Legal notice, Town of Acton, June 22, 2015
- o) Notice from Mass Dot, Florida Road Bridge dated, June 9, 2015
- p) Minutes from the Coolidge Re-use task force, 3/17 and 5/26
- q) Letter from Family issue at the cemetery
- r) Notice, ArtSpace, Summer Splash, June 10-August 23, 2015
- s) Notice, Assessors, home inspections running throughout September 2015
- t) New Position – Council on Aging – Principal Clerk
- u) Public Service Announcement, reconstruction of Brown Street
- v) Public Service Announcement, reconstruction of Florida Road

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

**Consent Agenda;**

- a) Reappointments
- b) Change of hours, Sundays, Sterling Golf Management, Inc.
- c) Cemetery Deed # 2020 and # 2021

Sel. Cranshaw removed item (a) from the consent.

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

The Board acted on the following reappointments. All are effective as of July 1, 2015.

**A motion was made by** Selectman Cranshaw to appoint Andrew Scribner-MacLean to the Lowell Regional Transit Authority Board to serve as the BPS Chair's representative. Second by Selectman Gavin. Vote 5-0. Motion approved.

**A motion was made by** Selectman Cranshaw to appoint Sal Albanese, Patrick Brennan, Trista Manchuso, Ellis Corey, and Sean Grendon as Special Officers for the Maynard Police Department for a term ending June 30, 2016. Second by Selectman DiSilva. Vote 5-0. Motion approved.

**A motion was made by** Selectman Cranshaw to appoint Wayne E. Stanley as the Veteran Agent for the Town of Maynard with Indefinite term. Second by Selectman Gavin. Vote 5-0.

**A motion was made by** Selectman Cranshaw to appoint the following to three-year terms ending June 30, 2018; Kathy McMillan to the Board of Health, Thomas Hesbach to the Community Preservation Committee, Kevin Calzia to the Planning Board, Lee Acker to the Council on Aging, Lee Caras to the Historical Commission, Ellen Duggan to the Historical Commission, Christopher Worthy to the Board of Assessors, Lesley Bryant to the Board of Appeals, Madeline Lukashuk to the Board of Registrars. Second by Selectman Gavin. Vote 5-0

**7:15 P.M. Public Hearing: Eversource Pole Hearing**

Sel. Cranshaw read the following legal notice and called the hearing to order.

Notice is hereby given, in accordance with Mass. General Law Chapter 166 that a Public Hearing will be held on Tuesday, June 16, 2015 at 7:15 PM in the Michael J. Gianotis meeting Room (No. 201) at the Maynard Town Building. The petition and plan is being presented by the NSTAR Electric Company d/b/a Eversource Energy and Verizon for the purpose of obtaining a Grant of Location to install one (1) new 28/9A on Elmwood Street, Maynard. The Public is welcome to attend. A copy is filed with Town Clerk and Board of Selectmen.

Chris Cosby from NSTAR Electric d/b/a Eversource Energy was on hand to explain that the pole would serve a new home constructed. Vic Tomyl asked about whether a new pole was necessary and she explained that the property was a vacant parcel along a row of homes and service could not be provided by existing poles without wires crossing over abutter's properties.

**A motion was made by** Selectman Cranshaw that the Board approve a Grant of Location to NSTAR Electric Company d/b/a Eversource Energy and Verizon for the purpose of install one (1) new pole 28/9A on Elmwood Street, Maynard as more fully set forth on the plans dated April 30, 2015. Second by Selectman Gavin. Vote 5-0. Motion approved.

A motion was made by Selectman Cranshaw to close the public hearing at 7:20 pm Second by Selectman Gavin. Vote 5-0. Motion approved.

#### **Liquor License Discussion: Savoring Indian Cuisine**

Owner of Savoring Indian Cuisine, Jaswant Singh requested 3 to 4 more months with the restaurant to be closed. He had spent time opening another restaurant and need the additional time to get the Maynard restaurant cleaned up and ready to reopen in the fall.

Board made comments and agreed to make no motion to grant this additional time for Savoring Indian Cuisine.

#### **Planning Board Recommendations for Zoning By-Law Amendments**

Bill Nemser reviewed a set of draft zoning by-law amendment changes/recommendations. The Planning board expanded on the BOS's original request to provide recommendations about additional allowed NBOD land uses recommended by 129 Ad Hoc Committee. The Planning Board proposal provided recommendations for changes in existing land use definitions, new land use definitions, and revised Tables of Use for all zoning districts. The Board would like to see more consideration of the "Independent Living" and "Drive-thru" uses discussed in the Ad Hoc Committee report. The Board was concerned about how the proposed changes might affect leasing of downtown business properties due to "change of use" implications, and how comingling the NBOD regulations with other zoning sections might affect the assumptions about development at 129 Parker Street. Mr. Nemser will bring the comments back to the Planning Board for further evaluation.

#### **Business Environment Enhancement Programs (BEEP)**

Town Planner Bill Nemser presented on Economic Development Committee proposal for a program to support infrastructure investments that enhance Maynard's business environment. Matching grants of up to \$10,000.00 would be funded by the Maynard Downtown Enhancement Fund. The Board supported the idea and provided comments on a draft of the guidelines. Mr. Nemser will bring the proposal back to Board once the documents are revised

### **River Street Land Purchase**

The closing is scheduled for June 30<sup>th</sup> and the documents will need to be signed by the Chair.

**A motion was made** by Selectman Gavin

Moved, that the Board of Selectmen to hereby approve the purchase of a parcel of land currently owned by the Edward B. Quinn, Trustee, NE Realty Trust and located at 23 River Street, and shown on, Map 14, Parcel 193, Maynard, Massachusetts consisting of approximately 9,250 sq. ft., more or less, for the purchase price of THREE HUNDRED THOUSAND AND No/100s which land shall be in the care custody and control of the Board of Selectmen for the purpose of general municipal use and further to authorize the Chair, William Cranshaw, to execute any and all documents necessary or desirable in connection with the purchase of said real estate and to receive and disburse funds on behalf of the Town, giving and granting said Chair full power and authority to do and perform all and every act and thing whatsoever requisite and necessary to all intents and purposes as this Board might or could do if personally present, hereby ratifying and confirming all that said Chair shall lawfully do or cause to be done by virtue hereof.

Voted this the 16th day of June 2015.

Second by Selectman Kreil. Vote 5-0. Motion approved.

### **Water/Sewer Rate Discussion**

B. Cranshaw asked TA if we had any new information from either DPW or Woodard and Curran. TA, K. Sweet indicated that Chris Okafor would be back on Monday and would follow up with him then.

### **FY15 Reserve Fund Transfer Notices**

Board reviewed both Reserve Fund Transfers;

Library requested \$6525.00 to cover shortfall for Repair and Maintenance, building and ground, upgrade Guardian energy.

DPW requested another \$7341.00 to cover the balance for Snow & Ice.

### **Economic Development updates**

- Meeting at Library with Saracen attended by 100+, great attendance and good feedback.
- 129 Acton Street submitted site plan/storm water management and forthcoming landscape plan (comments due by July 9<sup>th</sup>)
- We reached out to Murphy –Snyder owner again to improve the building at our gateway.
- Planning Board creating and adopting Landscaping Regulations. Workshop for public scheduled for PB meeting June 23 at 8pm
- Housing Production Plan:  
MAPC met with local builders, developers and realtors on June 11.  
Survey week (collecting general info).  
Public visioning session July 1, 6:30 room 101

Film WAVM

### **Town Administrator Report.**

- OPEB report received and reviewed. USI to come to BOS / FinCom meeting in early summer
- 35 River Street being offered to us – are we interested

- FEMA Kickoff Meeting Storm Reimbursement
- June 4, the Maynard Police Department received State Certification from the MA, Police Accreditation Commission, at an award ceremony at the Connors Center in Dover
- NOI, regarding the Town Hall Picnic area with ConsCom
- Records Management Project to Kick off on June 22, 2015
- The rail trail easements are on schedule. There may be one taking.
- The Waltham Street watershed CCTV and line clearing work is complete. Abutters have been notified of options to connect sump pumps to Town lines. MassDEP grant opportunity looks good - it prioritized issues such as this.
- Civil Service Commission hearing on July 15<sup>th</sup> may be postponed. Differences in interpretation of Town Meeting articles languages may be made moot by ongoing legislative action. If Town's position is denied, applicant will be top of next hiring list.

### **Chair Report**

B. Cranshaw gave Thanks to Tim & David for getting their TA Reviews back to him. Asks that other provide them by weekend.

### **Board Member Reports**

#### **Selectman Kreil**

- none

#### **Selectman Gavin:**

- Brown's Auto body, 137 Brown Street has a concern with the same address as 127-129 Acton Street, new housing development.
- Packet item, Mass Dot, Florida Road Bridge concern. TA, K. Sweet commented that the State owns bridge and our DPW will keep on going follow up on bridge and with Mass Dot.
- Thanked Bill C. personally for his role on the BOS, and will miss Bill.

#### **Selectman DiSilva:**

- Attended the Flag Retirement at the Maynard Elks on Sunday, June 14, 2015 it was very moving. Resident Ed Sokolowski received award from the Elks for his service to our Veterans.
- Thank Bill for his service

#### **Selectman Egan:**

- **Good Luck Bill**

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

Time: 10:37 pm

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

Date:

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Selectman, Jason Kreil, Clerk

Initials: BJM



**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: June 15, 2015

Re: Monthly Report – May 2015

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

Some of the major issues worked on in the month of May 2015:

- 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
- Monitoring Trash/Recycling programs Contract - monthly meeting with contractor
- Monitoring WWTP Contract - meeting with Veolia - ongoing
- Level 1 Water Use Restrictions (May-October)
- Parks maintenance – ongoing
- Glenwood Cemetery maintenance – ongoing
- Working with Stantec Engineering on Sewer I/I programs
- Working with BETA Engineering on Pavement Management Program – ongoing
- Updating Water & Sewer Rules and Regulations – ongoing
- Tree Works – various locations
- Sidewalk and Ramps Improvement Projects – Thompson and Parker Streets

- Misc.

**Water and Sewer Division: Submitted by Tim Mullally, Foreman**

- Daily sewer lift station checks and repairs as need
- Daily final reads
- Daily Dig Safe mark outs
- Daily water treatment plant rotation and operations
- DEP water quality testing
- Mow grass at all plants and sewer lift stations
- Paint hydrants
- Repair water leak at cemetery
- Sewer block and Park Street and Sudbury Street
- Water main leak at 56 Main Street – 6 inch fire line for building

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

- Our primary focus this month was to start rebuilding structures (catch basins) and the Memorial Day parade preparation.
- Preparation for the Memorial Day Parade included installing American Flags, mulching tree beds, mulching Memorial Park, trimming bushes and mowing and weed whacking Cemetery and Memorial Park
- Five days working with MassCor installing the cemetery fence at Glenwood Cemetery, the project is complete
- Cold patching town wide
- Repaired street signs that were damaged over the winter
- Rebuilt four catch basins – Durant, River Old Marlboro and Boys/Girls Club
- Paving areas where we repaired catch basins and paved the fire hydrant trench on Reo Road
- We repaired bent and broken parking meter posts
- Cleaned the drop off area at the highway garage

We continued to assist other Departments and groups as needed with manpower and or equipment as requested. i.e. Little League Parade

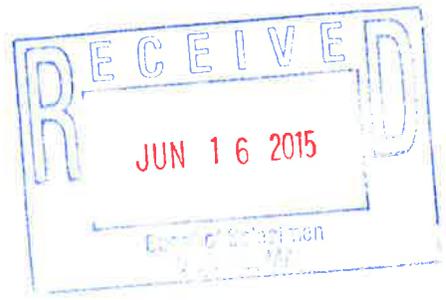
**Parks/Forestry/Cemetery Division: Submitted by Marc Currier, Foreman**

- During the month of May we had eight burials
- Parker Street entrance we added flowers and plantings
- The cemetery and parks were mowed and now on a regular schedule to be maintained
- Seeded and fertilized many sections of the cemetery and parks
- Water break at the cemetery repaired

- Repaired water spickets at the cemetery

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

- April's DMR sent to the EPA and DEP
- All permit required laboratory analyses were conducted
- Daily equipment rounds, weekly exercising of emergency generator (under load), and weekly greasing of RBC bearings conducted
- CMMS: Continuing to add equipment and task into system
- RBC #5 bearing replacement and shaft repair completed May 28 by Interstate Wastewater
- Grounds maintenance, clearing vines from fence and mowing conducted
- There were no permit exceedances for May



Community Preservation Committee  
195 Main St.  
Maynard, MA 01754

June 7, 2015

Sally Bubier  
Chair, CRTF  
195 Main St.  
Maynard, MA 01754

Dear Sally

Congratulations to the Coolidge Reuse Task Force on being a recipient of Community Preservation Funds in 2015. Your effort and cooperation during this year's project selection process helped secure support at the Special Town Meeting for Community Preservation Committee (CPC) spending recommendations. Voters agreed that your project is worthwhile and they anticipate that it will be a well-executed project and a valuable resource to the Town. Before you move forward with your preservation project, please pay close attention to the following important instructions and funding conditions:

- The CPC contact person assigned to your project is Ellen Duggan, [enduggan@aol.com](mailto:enduggan@aol.com). All documentation and communication with the CPC regarding your project should be directed through her.
- CPA funding for your project is available immediately upon our receipt of a signed copy of the attached letter of conditions and certification of the Special Town Meeting vote by the Town Clerk.
- Final payment of CPA funds shall be disbursed upon project completion, as consistent with the approved project scope, and after:
  - a. receipt by the CPC Treasurer of your project invoice(s) for payment or reimbursement for completed services, including all back-up documentation and invoices for the entire project;
  - b. verification that all applicable state purchasing and ethics regulations, local bylaws, and Town financial policies have been met, and
  - c. your assigned contact person has verified that the conditions of this award letter have been met.
- Payment will be made up to the amount invoiced by the contractor(s), not to exceed the maximum award of \$5,000.
  - CPA fund disbursements may be issued in installments after completion of project phases as defined in a contract for services or purchase order.
  - As a public agency, the Town of Maynard is responsible to ensure that the procurements of goods and services for CPA funded projects, including procurements

that are partially funded with monies donated by private entities towards the project, abide by all applicable State and municipal requirements. Please contact your legal counsel if you have questions.

- Any significant changes to the project as originally presented to the CPC shall require CPC approval. Please contact Ellen Duggan or M.John Dwyer to help determine if a change in the project scope is potentially significant. If necessary, you may be asked to schedule an appointment with the CPC for a project review.
- Upon full completion of the project, you must certify completion in writing to your assigned contact person. Once the CPC receives your certification letter, the project account will be closed and no further funds shall be available for the project.
- Any CPA funds awarded to this project that are not needed for project expenses will remain in the CPA fund and will become available for future project appropriations.
- Good publicity for your project is very important. It is important for Maynard citizens to know where their CPA funds are being used. It is also essential that the CPA remains strong at the State level. Therefore, the CPC asks that you make every effort to credit the source of your project funding in written materials. The CPC will provide a temporary project site banner crediting the Town of Maynard Community Preservation Fund. If possible, please submit a letter to the Beacon Villager newspaper detailing how the CPA has benefited your project.

The Community Preservation Committee would appreciate notice when work on your project has commenced, as well as periodic updates concerning the progress of the project. For updates or general questions, stay in touch with your CPC contact person. Finally, sign and return one copy of the enclosed letter of project conditions to the CPC.

Thank you for working in partnership with the CPC to make a significant and lasting difference to the Town of Maynard.

Sincerely,

M.John Dwyer, Chair - Community Preservation Committee

CC: ✓ Board of Selectmen  
Kevin Sweet, Town Administrator  
Mike Guzzo, Town Accountant



## Maynard Community Preservation Act Project Letter of Conditions

**Project Name:** Coolidge Reuse Task Force  
**Funding Cycle:** FY2015  
**File Number:** HR021-15  
**Award Date:** June 7, 2015  
**Funding allowed:** \$20,000

**Proponent:** Sally Bubier, Chair  
Coolidge Reuse Task Force  
195 Main St.  
Maynard, MA 01754

I/we agree to the following conditions in receipt of the award of CPA funding for the project listed above:

1. That spending shall not exceed the amount of the CPA project award.
2. That any significant changes to the project from what was represented in the application and during the project selection process shall require prior approval from the Community Preservation Committee (CPC) to ensure such changes are within the scope of the project approved by Town Meeting and that the expenditures are eligible.
3. That all necessary permits, licenses or other regulatory and/or financing approvals have been obtained and all relevant appeal periods for such permits, licenses, and approvals have passed.
4. That all contractors must be licensed and fully insured or bonded. Provide written documentation of such to the CPC before beginning any work, if applicable to the project.
5. That a copy of the bid specifications and the chosen consultant's contract be provided to the CPC.
6. That the applicant understands that the CPA funds may be expended during the course of the project through monthly or other periodic requisitions. Please note that the applicant is required to adhere to the reimbursement process as established by the CPC and that no transfer of funds will be authorized without the required documentation.
7. That the applicant acknowledge the Maynard Community Preservation Fund support for this project on any web sites and in all press releases, publicity materials, news and written or oral announcements.
8. That unless there are compelling and documented reasons, this project for which CPA funds have been made available must be completed within 18 months following Town Meeting approval. Otherwise, the CPC may recommend to a subsequent Town Meeting the rescission of these CPA funds.

9. That any recommendations for repair which might affect the historical elements of the structure adhere to the Secretary of the Interior's Standards for Rehabilitation so that future work disturbs as little of the historical fabric of the building as possible.
10. That photographic documentation, where possible, of all recommended future preservation/restoration work will be provided to the CPC.
11. That a prioritized list of preservation/restoration needs for the interior or exterior of the structure, including estimated costs, be provided to the CPC.
12. That upon full completion of the project, the applicant(s) must certify completion in writing to the Maynard Community Preservation Committee.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please sign and return one copy to:**  
**Community Preservation Committee**  
**Maynard Town Hall**  
**195 Main St.**  
**Maynard, MA 01754**



Community Preservation Committee  
195 Main St.  
Maynard, MA 01754

June 7, 2015

Andrew Scribner-MacLean  
Town Hall  
195 Main St.  
Maynard, MA 01754

Dear Andrew,

**Congratulations on being a recipient of Community Preservation Funds in 2015 for the Town Hall Historic Artifacts Preservation Project. Your effort and cooperation during this year's project selection process helped secure support at the Special Town Meeting for CPC spending recommendations. Voters agreed that your project is worthwhile and they anticipate that it will be a well-executed project and a valuable resource to the Town. Before you move forward with your preservation project, please pay close attention to the following important instructions and funding conditions:**

- The CPC contact person assigned to your project is Ellen Duggan, [enduggan@aol.com](mailto:enduggan@aol.com). All documentation and communication with the CPC regarding your project should be directed through her.
- CPA funding for your project is available immediately upon our receipt of a signed copy of the attached letter of conditions and certification of the Special Town Meeting vote by the Town Clerk.
- Final payment of CPA funds shall be disbursed upon project completion, as consistent with the approved project scope, and after:
  - a. receipt by the CPC Treasurer of your project invoice(s) for payment or reimbursement for completed services, including all back-up documentation and invoices for the entire project;
  - b. verification that all applicable state purchasing and ethics regulations, local bylaws, and Town financial policies have been met, and
  - c. your assigned contact person has verified that the conditions of this award letter have been met.
- Payment will be made up to the amount invoiced by the contractor(s), not to exceed the maximum award of \$5,000.
  - CPA fund disbursements may be issued in installments after completion of project phases as defined in a contract for services or purchase order.
  - As a public agency, the Town of Maynard is responsible to ensure that the procurements of goods and services for CPA funded projects, including procurements

that are partially funded with monies donated by private entities towards the project, abide by all applicable State and municipal requirements. Please contact your legal counsel if you have questions.

- Any significant changes to the project as originally presented to the CPC shall require CPC approval. Please contact Ellen Duggan or M. John Dwyer to help determine if a change in the project scope is potentially significant. If necessary, you may be asked to schedule an appointment with the CPC for a project review.
- Upon full completion of the project, you must certify completion in writing to your assigned contact person. Once the CPC receives your certification letter, the project account will be closed and no further funds shall be available for the project.
- Any CPA funds awarded to this project that are not needed for project expenses will remain in the CPA fund and will become available for future project appropriations.
- Good publicity for your project is very important. It is important for Maynard citizens to know where their CPA funds are being used. It is also essential that the CPA remains strong at the State level. Therefore, the CPC asks that you make every effort to credit the source of your project funding in written materials. The CPC will provide a temporary project site banner crediting the Town of Maynard Community Preservation Fund. If possible, please submit a letter to the Beacon Villager newspaper detailing how the CPA has benefited your project.

The Community Preservation Committee would appreciate notice when work on your project has commenced, as well as periodic updates concerning the progress of the project. For updates or general questions, stay in touch with your CPC contact person. Finally, sign and return one copy of the enclosed letter of project conditions to the CPC.

Thank you for working in partnership with the CPC to make a significant and lasting difference to the Town of Maynard.

Sincerely,

M. John Dwyer, Chair - Community Preservation Committee

CC: Board of Selectmen ✓  
Kevin Sweet, Town Administrator  
Mike Guzzo, Town Accountant



**Report for Maynard Board of Selectmen  
 June 15, 2015**

<b>Revenue Update - YTD through</b>		<b>May 31, 2015</b>				
Season Passes	2015 =	80,628.50	vs. 2014 =	76,392.00	up	4,236.50 6%
Greens Fees	2015 =	52,632.00	vs. 2014 =	31,623.00	up	21,009.00 66%
Golf Carts	2015 =	11,314.59	vs. 2014 =	6,741.93	up	4,572.66 68%

Complete revenue report is attached. Lease fee due year to date on June 15<sup>th</sup> is \$15,887.18 which will be put towards Capital repairs – A Capital Report will be included each month to validate Capital expenditures.

**Business** – May’s tremendous weather compared to last year’s cold and damp conditions, with no lost days to rain this year, combined with pent up demand for golf after a long snowy winter provided a very busy month of golf at Maynard GC. After two years of declining Season Pass sales, we have finally moved sales ahead of last years. Our Grill Food and Function Food Sales for May are not complete as of this report date, so we will be making an adjustment in June when we have final numbers.

**Lessons and Clinics** – Jim Callahan PGA Golf Professional will once again be offering Junior golf camps all summer long for both entry level and experienced players. This is a great feeder system for not only attracting more Junior players and members but they also bring their families here to play. Brad Durrin PGA and Jim Callahan PGA will both be offering private and group lessons throughout the year.

**Junior Golf** – Our new PGA Junior Golf League has started at Maynard GC with a team combined with Chelmsford CC. This is an entry level team competition for Junior’s aged 13 and under. They will participate in 6 practices and 6 matches with Quail Ridge, Groton CC, and Stow Acres in June and July. 17 juniors have signed up to play in the PGA junior golf league which started on June 7<sup>th</sup>.

**Building** – In May we started updating the function hall/bar area. The walls and ceilings have been painted and repaired along with water damaged areas on the ceilings. The old barn board has been covered with sheet rock and painted it to help give the function hall a more modern look. We also painted all the old dark beams and woodwork white which makes the building look much brighter and bigger. After working with a designer and talking with 3 stone masons it was clear that we couldn’t repair the existing stonework. Work has been started to box in the bottom of the fireplace and put a more modern ledgestone on the front and sides.



**Maynard Golf Course**  
50 Brown Street  
Maynard, MA 01754  
Tel: (978) 637-2268 / Fax: (978) 637-2269

**Kitchen/Function** – Events All In One Caterers has done a great job so far this year taking over our Grill and Function food service. We have gotten rave reviews not only from the golfers but the function business as well.

**Grounds** – The Greens were aerated and top-dressed on May 11<sup>th</sup> and have come back very well. The 1<sup>st</sup> and 8<sup>th</sup> greens that suffered some winter damage have been seeded and top dressed multiple times and the grass is starting to grow nicely. Construction of the new tee boxes on # 2 and # 8 is scheduled to begin later this month.

**Irrigation, Wells and Water:** - The new jockey pump for the irrigation system was installed the last week of May but now we are dealing with resolving issues with the intake line and foot valve, so the work is not complete yet. Patrick and the crew were able to keep the course watered and conditions moving forward despite May being one of the driest months on record.

# *Sterling Golf Management, Inc.*

## Maynard Golf Course

### Statement of Revenues for May 2015

<u>Revenue Category</u>	<u>Amount</u>	<u>Y-T-D</u>
Season Passes	5,335.00	80,628.50
Greens Fees	40,341.00	52,632.00
Golf Carts	9,031.62	11,314.59
<b>Total Golf Revenue</b>	<b>54,707.62</b>	<b>144,575.09</b>
<b>Lease Fee Due on Golf Revenue (10%)</b>	<b>5,470.76</b>	<b>14,457.51</b>
Caterer's Food Sales	10,174.00	10,174.00
Food Sales	2,390.60	5,600.29
Liquor Sales	8,674.17	15,850.10
Hall Rentals	2,050.00	7,142.99
<b>Total Food Service Revenue</b>	<b>23,288.77</b>	<b>38,767.38</b>
<b>Lease Fee Due on Food Service Revenue (5%)</b>	<b>1,164.44</b>	<b>1,938.37</b>
<b>Total Lease Fee Due</b>	<b>6,635.20</b>	<b>16,395.88</b>
<b>Amount paid with this statement</b>	-	
Capital Improvements (in lieu of payment)		
<b>Combined Amount paid (Check &amp; Capital)</b>		
<b>Total amount towards Lease Fee</b>	-	

## Maynard Local Emergency Planning Committee

---

**LEPC Meeting**  
**Tuesday June 23, 2015**  
**8:30am**  
*EOC at MPD*  
*197 Main Street, Maynard*

### *Agenda*

- I. Roll Call & Determination of Quorum
  - a. Introduction: Brenda Martinez, Emergency Management Intern
- II. Review of Minutes
  - a. April, 2015
- III. Old Business
  - a. Training Opportunities
  - b. January 26-28, Blizzard Update
- IV. New Business
  - a. Town Updates
    - i. Jr. ROTC volunteer program
    - ii. CERT Epi-Strike Team
  - b. Regional Updates
  - c. MEMA eCEMP Yearly Review
  - d. Flu Clinic/EDS Drill Planning
  - e. Pet Sheltering Discussion
  - f. Misc.
- V. Adjournment – *next meeting: September 22, 2015*



THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON: KEVIN SWEET  
POSTED BY: STEPHANIE DUGGAN

DATE: JUNE 16, 2015

**AGENDA: Board of Health Meeting**

*Tuesday – June 23, 2015 – 6:30pm*  
*Municipal Services Conference Room of Town Hall (195 Main Street)*

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- I. CALL TO ORDER**
  
- II. MINUTES/PERMITS REVIEW & APPROVAL**
  - a. April, 2015 Meeting Minutes
  - b. Online BOH Permits for approval
  - c. MRC Executive Committee Appointments
    - Perham, Bernadine RN
    - Hales, Janet
  
- III. HEALTH AGENT REPORT**
  - a. Housing/Nuisance Complaints
    - 175-177 Main Street
    - Main Street Dumpster
    - 13 Railroad Street
  - b. Landfill Monitoring
  - c. Mosquito Control
  - d. Food Inspection Program
    - Morey's Tavern
  - e. Region 4A/MRC
    - Grant Funds FY16
    - Relay for Life
    - Road Race
    - Flu Clinic/EDS Drill Planning
  - f. Miscellaneous
  
- IV. OLD BUSINESS**
  - a. Miscellaneous
  
- V. NEW BUSINESS**
  - a. Backyard Poultry/Exotic Animal Regulation Discussion
  
- VI. ADJOURNMENT –**

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON: RON CASSIDY  
POSTED BY: KELLY PAWLUCZONEK

DATE: JULY 28, 2015

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

**TOWN OF MAYNARD**

**MEETING NOTICE**

**Coolidge Re-Use Task Force**

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

**Tuesday June 23, 2015 at 7 PM**

**Agenda or Topics to be discussed:**

- 1. Approve Minutes of previous meeting(s): June 16, 2015**
- 2. Finalize report and cover letter for BOS**
- 3. Prepare for meeting on June 30<sup>th</sup> with the Board of Selectmen**

Next regular meeting: Tuesday, June 30, 2015

**THIS AGENDA IS SUBJECT TO CHANGE**

Posted by: \_\_\_\_\_ Sally Bubier \_\_\_\_\_

Date: June 18, 2015 \_\_\_\_\_

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

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

Maynard Conservation Commission

Maynard Town Hall  
Financial Services Conference Room  
**TUESDAY, June 23, 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 06/9/2015.

**PUBLIC HEARING:**

- Notice of Intent (7:00)  
Acton Street/rail corridor sewer line construction  
Town of Maynard/Distinctive Acton Homes

**WETLANDS/STORMWATER ISSUES:**

- Schedule site visit for 141 Parker Street
- Review Stormwater Management Regulations
- Conservation filing fee account update

**LAND MANAGEMENT:**

- Rockland Ave. soccer fields

**BUSINESS:**

- Advertise opening on Conservation Commission
- L. Hansen on vacation on June 24-25 (updated).

**Mail of note:**

- 129 Acton Street special permit application submitted to the Planning Board
- MACC membership signup

**Upcoming Meetings:**

- Next Conservation Commission meeting, **July 7, 2015.**
- MSMCP Brown Bag workshop: Edible Plant Walk, **June 24, 11-1**, Lexington
- Recovery of the Northern Red-bellied Cooter, **June 24, 7:00**, Assabet River Wildlife Refuge, Sudbury

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent



**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 June 23, 2015***  
***195 Main Street, Maynard - Room 201***

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- 1. 07:00pm - Call to order**
- 2. Additions/deletions/reordering of agenda**
- 3. Approval of minutes**
- 4. Workshop regarding Landscape Regulations**
- 5. 08:05pm**
- 6. Saracen Introduction to the Planning Board**
- 7. Other Business – discussion items from Board**
- 8. Town Planner Updates**
- 9. Correspondence – Review/questions**
- 10. Adjourn**

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

*Kevin Calzia, Chairperson*

*Posted by: Bill Nemser, Town Planner*

*Date: June 17, 2015*

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

# TOWN OF MAYNARD

## MEETING NOTICE

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

### Finance Committee

\_\_\_\_\_  
Name of Board/Committee

Address of Meeting: \_\_\_\_\_ Town Hall \_\_\_\_\_ Room: \_\_ 201 \_\_\_\_\_

Monday            \_\_ July            13            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: \_\_\_\_\_

- Election of Chair, Vice Chair, and Secretary
- FY15 Reserve Fund transfer requests
- FY15 Operating budget transfers
- Review FY15 budget and spending
- Planning for FY16

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

**THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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



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

**Kevin A. Sweet**  
Town Administrator

**Andrew Scribner-MacLean**  
Assistant Town Administrator

**MEMORANDUM**

**To:** Board of Selectmen  
**From:** Kevin Sweet, Town Administrator   
**Date:** July 7, 2015  
**Re:** **Vacation Notice - Fiscal Year 2016**

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I will be on vacation the following days in the first quarter of the Fiscal Year:

- *July 20, 2015*
- *August 7-14, 2015*
- *August 20-21, 2015*
- *August 27-31, 2015*

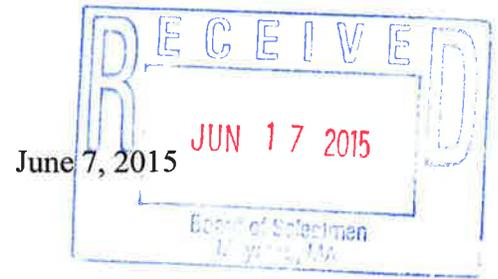
**\*September 28 – October 2, 2015**

*International City/County Management Association (ICMA) Conference in Seattle, Washington.*

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

*Respectfully Submitted:*  
Kevin Sweet, Town Administrator

Maynard Board of Selectman  
195 Main Street  
Maynard, MA 01754



Dear Board of Selectman:

This past winter, I incurred damage to my property from the town plows. My fence located on the corner of White and Boeske Avenues was destroyed. In addition, my survey marker was uprooted and several inches of gravel now cover the metal survey post which is located by the damaged fence. I have contacted the DPW several times about the damage as outlined below.

3/16/15: I called the DPW to report the damage to the fence and ask that it be replaced. I was told by Barbara that she would have someone go look at the damage.

3/21/15: I again called the DPW to ask what the status of the fence repair was because I had not received any information on the status of my request. I was told by Barbara that the DPW could not find the fence. I explained to her that, yes, that was the problem-the entire corner fence had been taken down by the plows. She informed me that the DPW would go look at the fence again. Barbara called back and told me that it would be on the list of repairs to do. When asked when it would be fixed Barbara asked Marie while I was on the phone. I was told it would be repaired by May 1<sup>st</sup>.

5/08/15: My fence was still not repaired. I called the DPW at 10am and got voicemail. I left a message asking what the status of the fence repair was and also requested that the gravel that was plowed onto my survey permanent stake be removed. I stated that if the repairs were not done in the next week that I would look into other means of repair and would have to bill the town. I never received a call back from the DPW.

This fencing is unfortunately necessary but not entirely effective as a deterrent. The town continues to dump debris on my property as do neighbors.

I would like my fence replaced and the gravel removed from my property, as I requested. The total lack of response and service from the town is unacceptable.

I have included pictures of the damage.

Please respond to this request by mail with the date by which these items will be completed.

Thank you,

Rebecca Chafel

Rebecca Chafel  
47 Boeske Avenue  
Maynard, Ma 01754  
978-760-9517

*Note: I called the above cell # and left message that we received this letter and that I would hand over to TA. Next BOB meeting 7/2/15.*









**NOTIFICATION TO ABUTTERS  
UNDER THE  
MASSACHUSETTS WETLANDS PROTECTION ACT AND  
MAYNARD WETLANDS ADMINISTRATIVE BYLAW**

In accordance with the second paragraph of Massachusetts General Laws Chapter 131, Section 40 (Wetland Protection Act), and the Maynard Wetlands Administrative Bylaw, you are hereby notified of the following:

- A. The name of the applicant is Distinctive Acton Homes, Inc..
- B. The applicant has filed a Notice of Intent with the Maynard Conservation Commission seeking permission to Construct 6 two family dwellings in the buffer zone of a BVW, with associated private drive, utilities, stormwater controls, and sidewalk in an Area Subject to Protection under the Wetlands Protection Act (General Laws Chapter 131, Section 40) and Maynard Wetlands Administration Bylaw.
- C. The address of the lot where the activity is proposed is 129 Acton Street, Parcels 72, 73, 95.
- D. Copies of the Notice of Intent may be examined at the Conservation Commission Office by appointment on Monday through Thursday. Call 978-897-1360.
- E. Copies of the Notice of Intent may be purchased from the Applicant Stamski and McNary by calling 978-263-8585 between 7:30am and 4:00pm on Monday-Friday.
- F. Information regarding the date, time, and place of the public hearing may be obtained from the Maynard Conservation Commission by calling 978-897-1360 between 9:30 and 2:00 Monday through Thursday, or from the Office of Municipal Services by calling 987-897-1302, or from the town website, [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov).

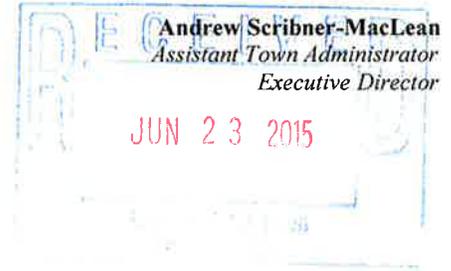
Note: Notice of public hearing, including its date, time, and place, will be published at least five (5) days in advance in the Beacon Villager or in the Metrowest Daily News.

Note: Notice of public hearing, including its date, time, and place, will be posted with the Town Clerk in Town Hall not less than forty-eight (48) hours in advance.

Note: You may also contact the nearest Department of Environmental Protection Regional Office for more information about this application or the Wetlands Protection Act. To contact DEP, call Central Regional Office at (508) 792-7650.



**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



**Legal Notice**  
**Maynard Planning Board**

Pursuant to Massachusetts General Laws, Chapter 40A s.5, the Maynard Planning Board will hold a public hearing on **Tuesday, July 14, 2015** at 7:00 p.m. at the Maynard Town Building, 195 Main Street, Maynard, Room 201 to hear all persons interested in the Petition filed by Distinctive Acton Homes, Inc., PO Box 985, Acton, MA 01720

The petitioner is proposing 18 town homes with a maximum of 45 bedrooms on approximately 4.4 acres. The petitioner is requesting:

**A. Site Plan Approval**

**B. Special Permit Approvals for:**

- 1) **Multifamily Use in a General Residence District (Section 3.1.2 Table A of the Zoning By-laws).**
- 2) **Total Gross Square Feet Threshold (Section 4.1.4.1 of the Zoning By-laws).**
- 3) **Water Supply Protection District (Section 9.2.6.7 and 9.2.6.8 of the Zoning By-laws).**

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

Bill Nemser, AICP, LEED AP  
Town Planner

JAMES M. FAIRWEATHER  
President, Board of Directors

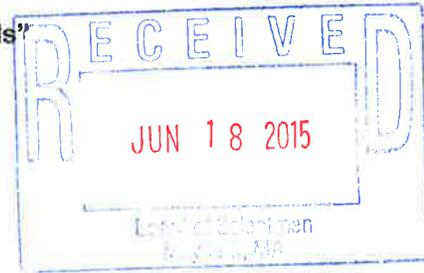


WENDY ALLEGRONE LESLIE  
Executive Director

June 16, 2015

**BOYS & GIRLS CLUB**  
of Assabet Valley  
"The Positive Place for Kids"

Board of Selectmen  
195 Main Street  
Maynard, MA 01754



Re: 18th Annual Maynard Road Race

Dear Board of Selectmen,

Volunteers from the Boys & Girls Club of Assabet Valley have set the date for the **18th Annual Maynard Road Race**, which will once again directly benefit the Boys & Girls Club. It is scheduled for Saturday, September 19, 2015. It is always a great family event and will hopefully raise valuable funds for the Club!

Similar to last year, this year's event will begin at 10:00 AM with the Kids 1 Mile Running Race that will start in front of the Fine Arts Theatre Place on Summer Street and end by going down the alley behind the Outdoor Store and the Paper Store. Then the 5K Running/2.5M Walking Races will start at 11:00 AM in front of the Fine Arts Theatre Place, going through the back roads of Maynard, also ending behind the Outdoor Store. The route has been very well received by runners and walkers alike.

An Awards Ceremony will take place following the race. We will also be reaching out to the Maynard Business Alliance again this year to collaborate activities with the local businesses.

We are marketing the event and working on plans to insure another fun and successful day for everyone. Once again, the Races will be advertised on the appropriate running websites including Cool Running, Central Striders, Racers' Resource and others. It will also be advertised in the local newspapers, including those in the surrounding towns. Additionally, race applications will be emailed or sent to all walkers/runners who have participated in the Race Day activities in past years.

As in the past, the Boys & Girls Club of Assabet Valley very much appreciates the support of the Board of Selectmen and the major role it plays in the success of the annual Maynard Road Race to benefit the Club.

Cordially,

A handwritten signature in blue ink that reads "Mary Brannelly".

Mary Brannelly, Volunteer, Maynard Road Race  
12 Vose Hill Road, Maynard, MA 01754  
(978) 764-5279 (cell)  
[mjtbrannelly@comcast.net](mailto:mjtbrannelly@comcast.net)

212 GREAT ROAD, MAYNARD MA 01754  
PHONE/FAX (978) 461-2871  
WWW.BGCAV.ORG

TOWN OF MAYNARD  
**Cemetery Department**

DEED N<sup>o</sup> 2023

This Certifies that \_\_\_\_\_  
Glynis M. Hamel

\_\_\_\_\_ is  
17 Assabet Street, Maynard, MA 01754

proprietor of Lot No. \_\_\_\_\_ 748 Section No. \_\_\_\_\_ 13 \_\_\_\_\_ in

Glenwood Cemetery, Maynard, Massachusetts, and that said lot shall be holden subject to all the by-laws, rules and regulations made, and to be made by the Board of Selectmen.

Sealed, Signed and Delivered  
in the presence of

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

Dated June 22, 2015 \_\_\_\_\_

Board of Selectmen of the Town of Maynard



## **LEGAL NOTICE**

Notice is hereby given, in accordance with Mass. General Law Chapter 166 that a Public Hearing will be held on Tuesday, July 7, 2015 at 7:15 PM in the Michael J. Gianotis meeting Room (No. 201) at the Maynard Town Building. The petition and plan is being presented by the NSTAR Electric Company d/b/a Eversource Energy for the purpose of obtaining a Grant of Location to install approximately 12 feet of conduit at pole 41/41 on Great Road, Maynard. The Public is welcome to attend. A copy is filed with Town Clerk and Board of Selectmen.

### **Maynard Board of Selectmen**

Jason Kreil  
Chris DiSilva  
Tim Egan  
David Gavin  
Terrence Donovan

May 29 2015

Board of Selectmen  
Maynard Town Hall  
Maynard, Ma 01754

RE: Great Road  
Maynard, Ma  
W.O. # 2054696

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR Electric Company dba Eversource Energy for the purpose of obtaining a Grant of Location to install approximately 12 feet of conduit at pole 41/41 Great Road.

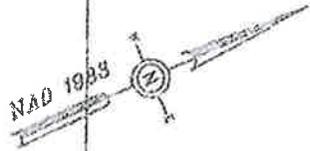
This work is necessary to provide electric service to a new 7 lot subdivision (Keene Avenue).

If you have any questions, please contact Christine Cosby @ (508) 305-6989  
Your prompt attention to this matter would be greatly appreciated.

Very truly yours



William D. Lemos, Supervisor  
Rights and Permits



CUSTOMER TO INSTALL  
2 - 4" PVC PIPES  
SCHE 40 NO CONC  
120%

Purpose: To provide electric service to future dwellings on Keene Avenue

GREAT

ROAD

PERCIVAL ST

EOP

EOP

41/42

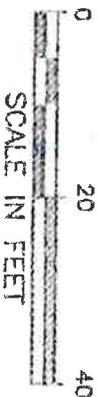
41/41



FIG	4" DUCT			3" DUCT		
	INCHES	FEET	INCHES	FEET	INCHES	FEET
1	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
2	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
3	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
4	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
5	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
6	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
7	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
8	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
9	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
10	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
11	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
12	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
13	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
14	2.25"	1.9"	2.25"	1.9"	2.25"	1.9"
15	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"
16	1.5"	1.5"	1.5"	1.5"	1.5"	1.5"

KEENE (PRI. WAY) AVE

APPROX. PT. OF PICKUP



IF YOU ARE THE PROPOSER, YOU MUST BE THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT. YOU MUST BE A RESIDENT OF THE STATE OF MASSACHUSETTS. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL SURVEYORS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL LAND SURVEYORS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL ARCHITECTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL PLANNERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL INTERIORS DESIGNERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL LANDSCAPE ARCHITECTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL ENVIRONMENTAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL CHEMISTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL BIOLOGISTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL GEOLOGISTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL METEOROLOGISTS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL AERONAUTICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL ELECTRICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL MECHANICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL CIVIL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL CHEMICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL INDUSTRIAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL METALLURGICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL AGRICULTURAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL FORESTRY ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL FISH AND WILDLIFE ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL MARINE ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL AERONAUTICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL ELECTRICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL MECHANICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL CIVIL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL CHEMICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL INDUSTRIAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL METALLURGICAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL AGRICULTURAL ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL FORESTRY ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL FISH AND WILDLIFE ENGINEERS BOARD. YOU MUST BE A MEMBER OF THE MASSACHUSETTS PROFESSIONAL MARINE ENGINEERS BOARD.

MASS. LAW  
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL: 800-452-7226

City	Ward #	Work Order #	Surveyed by	Research by	Plotted by	Proposed Structures	Approved	Scale	Date
		3054553	N/A	N/A	LM	MA	A DEBENDICTIS	1"=20'	MAY 1, 2015
<p>ASTOR EVERSOURCE 1185 MASSACHUSETTS AVE. DORCHESTER, MASS 02122</p>					<p>Showing PROPOSED CONDUIT LOCATION.</p>				
<p>REvised 5/15/15</p>					<p>Scale 1"=20'</p>				
<p>SHEET 1 of 1</p>					<p>Date MAY 1, 2015</p>				

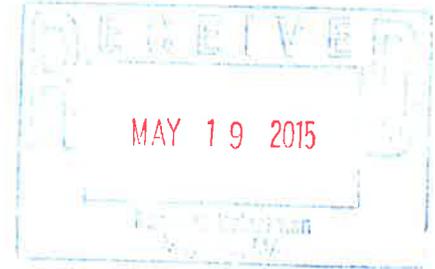


# MIDDLESEX CONSTABLE SERVICE

Post Office Box 311, Carlisle, MA 01741

Phone : (781) 500-9023

May 14, 2015



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

Re: Constable Appointment

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Dear Board of Selectmen

I am requesting appointment as Constable for the Town of Maynard.

Enclosed with the application is the requested information related to question #10 along with copies of my professional licenses and first responder certification.

## **ANSWERS TO QUESTION #10**

1. Constable Appointment Town of Carlisle first appointed June 2008 and re-appointed each year since. Currently active and in good standing.
2. Constable Appointment Town of Concord first appointed June 2008 and re-appointed each year since. Currently active and in good standing.
3. Constable Appointment Town of Lincoln first appointed January 2012 and re-appointed each year since. Currently active and in good standing.
4. Constable Appointment Town of Bedford first appointed June 2013 (3) year term expiring June 2016. Currently active and in good standing.

Enclosed please find a copy of each appointment for your review.

## **RELATED EXPERIENCE & SPECIAL LICENSING**

Special INvestigative Services (owner) since 1991. State licensed Private Detective Lic. #P567. First licensed June 1991 and renewed each year since date of issue and in good standing with Massachusetts State Police, Special Licensing Unit. (24 years)

License to Carry Concealed large capacity all lawful purpose Massachusetts since 1990 expiring March 2016. (25 years)

License to carry New Hampshire Concealed Carry permit since 1997 expiring March 31, 2016. (18 years)

License to carry Maine Concealed Carry permit since 2000 e3piring October 21, 2015. (15 years)

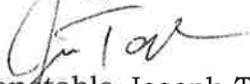
Constable since 2008 (7 years experience serving civil process)

Middlesex Constable Service (owner) since 2008.

Aux. Police Officer, Newton Aux. Police, Newton, MA 2008 to Current. (7 years)

Should you need further information, please do not hesitate to contact me.

Sincerely,



Constable Joseph Topol  
Middlesex Constable Service

- Enc.      1. Appointments (4)  
            2. PI Lic.  
            3. Aux. Police ID  
            4. LTC Massachusetts  
            5. LTC New Hampshire  
            6. LTC Maine  
            7. First Responder Certificate  
            8. (3) letters of recommendtion (1) being an Attorney.

Rec'd 6-30-15 (SD)

Board of Selectmen  
Maynard, Ma.

June 22, 2015

Dear Sirs

I am writing to express my interest on being on the board of registrars. I spoke briefly with Michelle last week, and she informed me of the opening.

I have previously been on the voters list and also was warden for about 1 1/2 years. I am currently with the C.O. A. and do have an interest in working with the town in anyway I can. If possible I would like to be on the voters list again, but not as warden.

I apologize for the handwritten letter as my computer went down.  
Thank you for your consideration

Amita Salun  
2 Chance Farm Lane  
Maynard, Ma 01754

H. 978 897-1650

C. 978 790 3370

Email

adgabe @ com cast .net

## Kevin Sweet

---

**From:** Andrew D'Amour <damour.maynardpb@gmail.com>  
**Sent:** Sunday, May 10, 2015 3:58 PM  
**To:** Kevin Sweet  
**Subject:** PB

Hi Kevin,

Bill asked me to drop you a note about my desire to move to any full PB slot should one open up. I am currently the alternate member.

Many thanks

Andrew D'Amour

7/7/15

## Kevin Sweet

---

**From:** Bill Nemser  
**Sent:** Wednesday, July 01, 2015 5:18 PM  
**To:** Kevin Sweet  
**Subject:** Planning Board

**From:** Andrew D'Amour [<mailto:damour.maynardpb@gmail.com>]  
**Sent:** Friday, May 22, 2015 4:04 PM  
**To:** Max Lamson  
**Cc:** Kevin Calzia; Bill Nemser; Linda Connolly; Bernard Cahill; Greg Tuzzolo  
**Subject:** Re: end of term

Sorry to hear it Max, enjoyed working with you very much. Thanks for the vote of confidence as well.

Maybe FinCom?

On May 21, 2015 2:23 PM, "Max Lamson" <[maxmaynardpb@gmail.com](mailto:maxmaynardpb@gmail.com)> wrote:  
Hi Bill, Kevin, Bernie, Linda, Greg and Andrew,

It has been an absolute pleasure working with you on the Maynard Planning Board. As discussed, I will not be seeking reappointment when my term ends on June 30, 2015. I would fully-support Andrew D'Amour taking a full position on the board and Brendon Chetwynd being appointed as the replacement at Alternate (assuming they would like these roles and the BOS approves the appointments).

See you next week.

Best,  
Max

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

Address of Meeting: 195 Main Street, Maynard

Room: 201

7:00 p.m.

M T W T H F \_\_\_\_\_

	Month	Date	Year	Time	AM/PM
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Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

<b>Tuesday</b>	July 7, 2015		July 21, 2015		
	August 4, 2015		Aug 18, 2015		* August 11, 2015
	Sept. 1, 2015		Sept. 15, 2015		
	Oct. 6, 2015		Oct. 20, 2015		
	Nov. 3, 2015		Nov. 17, 2015		
	Dec. 1, 2015		Dec. 15, 2015		
	Jan. 5, 2016		Jan. 19, 2016		
	Feb. 2, 2016		Feb 16, 2016		
	March 1, 2016		March 15, 2016		
	April 5, 2016		April 19, 2016		
	May 4, 2016 (Wed.)		May 17, 2016		* May 16, 2016 (ATM/STM)
	June 7, 2016		June 21, 2016		

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: \_\_\_\_\_

Posted by: TA, K. Sweet/bjm

Date:

**COPY**



**TOWN OF MAYNARD**  
**Office of Board of Selectmen**  
MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1351 Fax: 978-897-8457  
www.townofmaynard-ma.gov

**Becky Mosca**  
*Administrative Assistant*

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**DATE November 19, 2014**

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**To All Boards and Committees**

**RE: Updated list of Liaison Selectmen to Boards and Committees**

**Selectman Gavin:**

**[dgavin@townofmaynard.net](mailto:dgavin@townofmaynard.net)**

- Council on Aging
- Finance Committee
- Cultural Council

**Selectman Egan:**

**[Tegan@townofmaynard.net](mailto:Tegan@townofmaynard.net)**

- Community Preservation Committee
- Conservation Commission

**Selectman Cranshaw:**

**[wcranshaw@townofmaynard.net](mailto:wcranshaw@townofmaynard.net)**

- Library
- Economic Development Committee

**Selectman Kreil:**

**[jkreil@townofmaynard.net](mailto:jkreil@townofmaynard.net)**

- \* Historical Committee
- \* Board of Assessors
- \* School Committee

**Selectman DiSilva:**

**[cdisilva@townofmaynard.net](mailto:cdisilva@townofmaynard.net)**

- \* Maynard Green Communities Committee
- \* Planning Board
- \* Recreation Commission

**HOUSE . . . . . No. 3192**

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**The Commonwealth of Massachusetts**

PRESENTED BY:

*Kate Hogan*

*To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:*

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying bill:

An Act authorizing the town of Maynard to grant additional alcoholic beverages licenses.

PETITION OF:

NAME:

*Kate Hogan*

DISTRICT/ADDRESS:

*3rd Middlesex*

**HOUSE . . . . . No. 3192**

By Ms. Hogan of Stow, a petition (accompanied by bill, House, No. 3192) of Kate Hogan (by vote of the town) that the town of Maynard be authorized to issue an additional license for the sale of wines and malt beverages not to be drunk on the premises. Consumer Protection and Professional Licensure. [Local Approval Received.]

**The Commonwealth of Massachusetts**

**In the One Hundred and Eighty-Ninth General Court  
(2015-2016)**

An Act authorizing the town of Maynard to grant additional alcoholic beverages licenses.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

1           SECTION 1. Notwithstanding section 17 of chapter 138 of the General Laws, the  
2   licensing authority of the town of Maynard may grant 6 additional licenses for the sale of all  
3   alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138. The  
4   licenses shall be subject to all of said chapter 138, except said section 17.

5           SECTION 2. Notwithstanding section 17 of chapter 138 of the General Laws, the  
6   licensing authority of the town of Maynard may grant 1 additional license for the sale of wines  
7   and malt beverages not to be drunk on the premises pursuant to section 15 of said chapter 138.  
8   The license shall be subject to all of said chapter 138, except said section 17.

9           SECTION 3. Notwithstanding said section 12 of said chapter 138, the licensing  
10   authority of the town of Maynard may restrict the licenses issued pursuant to this act to holders  
11   of common victualler licenses.

12        SECTION 4. The licensing authority shall not approve the transfer of a license granted  
13 pursuant to this act to any other location, but it may grant a license to a new applicant at the same  
14 location if the applicant files with the licensing authority a letter from the department of revenue  
15 and a letter from the department of unemployment assistance indicating that the license is in  
16 good standing with those departments and that all applicable taxes, fees and contributions have  
17 been paid.

18        If a license granted pursuant to this act is cancelled, revoked or no longer in use, it shall  
19 be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto,  
20 to the licensing authority and the licensing authority may then grant the license to a new  
21 applicant at the same location under the same conditions as specified in this act.

22        SECTION-45. This act shall take effect upon its passage.

1 SECTION 1. Notwithstanding section 17 of chapter 138 of the General Laws, the  
2 licensing authority of the town of Maynard may grant 6 additional licenses for the sale of all  
3 alcoholic beverages to be drunk on the premises pursuant to section 12 of said chapter 138. The  
4 licenses shall be subject to all of said chapter 138 except said section 17.

5 SECTION 2. Notwithstanding section 17 of chapter 138 of the General Laws, the  
6 licensing authority of the town of Maynard may grant 1 additional license for the sale of wines  
7 and malt beverages not to be drunk on the premises pursuant to section 15 of said chapter 138.  
8 The license shall be subject to all of said chapter 138 except said section 17.

9 SECTION 3. Notwithstanding said section 12 of said chapter 138, the licensing authority  
10 of the town of Maynard may restrict the licenses issued pursuant to this act to holders of  
11 common victualler licenses.

12 SECTION 4. The licensing authority of the town of Maynard shall not approve the  
13 transfer of a license granted pursuant to this act to any other person, partnership, corporation,  
14 LLC, organization or any other entity for a period of 3 years from the date of original issuance.

15 If a license granted pursuant to this act is cancelled, revoked or no longer in use at the  
16 location of original issuance, it shall be returned physically, with all of the legal rights, privileges  
17 and restrictions pertaining thereto, to the licensing authority and the licensing authority may then  
18 grant the license to a new applicant at the same location under the same conditions as specified  
19 in this act if the applicant files with the licensing authority a letter from the department of  
20 revenue and a letter from the department of unemployment assistance indicating that the license  
21 is in good standing with those departments and that all applicable taxes, fees and contributions  
22 have been paid

SECTION5. This act shall take effect upon its passage.



**TOWN OF MAYNARD**  
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**Kevin A. Sweet**  
Town Administrator

**Andrew Scribner-MacLean**  
Assistant Town Administrator

## MEMORANDUM

**To:** Board of Selectmen  
**From:** Kevin Sweet, Town Administrator   
**Date:** July 7, 2015  
**Re:** **Community Compact Application – CrossTown Connect**

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In June, 2015 we were notified that CrossTown Connect has been selected to receive a Local Governance Excellence Award from the International City/County Management Association (ICMA). The award is a **Community Partnership Award for communities between 10,000 and 49,999 population**. It recognizes programs or processes that demonstrate innovation, excellence, and success in multi-participant involvement between or among a local government and other governmental entities, private sector businesses, individuals, or nonprofit agencies to improve the quality of life for residents or provide more efficient and effective services.

The Towns of Acton, Boxborough, Littleton, Maynard and Westford are seeking to file a joint application for a Community Compact with the Baker/Polito Administration for CrossTown Connect. This initiative is a great way to get the Administration's attention for what we're trying to accomplish with CrossTown Connect. The Community Compact application process requires the Chair of the Board of Selectmen to sign, hence the need to place this matter on the BOS meeting agenda for approval.

The Community Compact is a voluntary, mutual agreement entered into between the Baker-Polito Administration and individual cities and towns of the Commonwealth. In a Community Compact, a community will agree to implement at least one best practice that they select from across a variety of areas. The community's chosen best practice(s) will be reviewed between the Commonwealth and the municipality to ensure that the best practice(s) chosen are unique to the municipality and reflect needed areas of improvement. Once approved, the written agreement will be generated and signed by both the municipality and the Commonwealth. The Compact also articulates the commitments the Commonwealth will make on behalf of all communities.

*Respectfully Submitted:*  
Kevin Sweet, Town Administrator

## COMMUNITY COMPACT APPLICATION

### **Cross Town Connect Transportation Management Association- Towns of Acton, Boxborough, Littleton, Maynard and Westford**

*This is the part of a regional compact application - Yes*

**Best Practice Area #1 - Transportation and Citizen Safety - Other**

*Why did you choose this best practice?*

The Towns of Acton, Boxborough, Littleton, Maynard and Westford – working together, and with private sector partners including IBM, Red Hat, Juniper Networks, the Guterrez Co., and Clock Tower Place-- have established the CrossTown Connect (CTC) Transportation Management Association (TMA) to expand transportation opportunities which promote economic development in the Route 2 / I-495 technology corridor, and to better address the needs of commuters, reverse commuters, senior citizens, persons with disabilities, special populations, and the general population in our region.

Our five Towns have made significant strides together— even receiving recognition from the International City/County Management Association (ICMA) with a Local Government Excellence Award for Community Partnership, to be presented at ICMA’s 2015 annual conference in Seattle this September. But there is much more we need to accomplish—particularly to address first mile / last mile / reverse commute issues and better link where employees live with where they work—for which we now seek to partner with the Baker/Polito Administration through the Community Compact program.

Some \$277-million in long-awaited capital improvements to the Fitchburg Commuter Rail Line will be complete by January 2016, with the stated goal of reducing the commute from Fitchburg to Porter Square to one hour. For our part, CrossTown Connect communities hope to see earlier, later, and more frequent service, including a first reverse-commute-of-the-day from Boston that can arrive at South Acton and Littleton MBTA stations before – rather than after – 8 AM, so that employees commuting out to our region can get to work on time. Additional on-site parking is also needed at the newly reconstructed Littleton MBTA station, in particular. Central Transportation Planning Staff (CTPS) transportation planners are currently exploring community and corporate shuttle routes for our towns, which would help to expand our region’s economic base. A Community Compact with the Administration can help ensure that this effort receives needed attention and support.

CrossTown Connect straddles the boundaries of the Lowell and Montachusett regional transit authorities, with three towns in one, and two in the other. CTC provides a centralized dispatch function for council on aging shuttles operated by individual towns; but seeks to work with LRTA, MART, and MassDOT to overcome the many bureaucratic hurdles which prevent further integration of our services. By way of example, a COA shuttle from Littleton (MART) ought to be able to pick up a senior in Acton (LTRA) on its way to Emerson Hospital in Concord, especially if that frees up a shuttle to take other seniors to other destinations. A Community Compact with the Administration can help ensure that we identify and overcome the bureaucratic hurdles and streamline redundant operations to help meet the needs of our growing senior population.

CrossTown Connect works with MassRIDES to promote transportation demand management; and seeks to join with other TMAs through the Statewide Commuter Options Program to enhance our ability to reduce traffic congestion and improve air quality. While we are part of ongoing discussions between MassDOT and MassCommute about the future of TMA funding programs in Massachusetts, a Community Compact with the Administration can help ensure that needs of newer TMAs, such as CrossTown Connect, can receive full attention.