



AGENDA

Maynard Board of Selectmen Meeting Tuesday, February 16, 2016 Town Building – Michael J. Gianotis Meeting Room (No. 201) Regular Meeting Time: 7:00 pm

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

Call to order (7:00 pm)

Pledge of Allegiance

1. Public Comment

2. Acceptance of Minutes

a) February 2, 2016

3. Correspondence

- a) Accountants monthly report, December 2015
- b) Fire Department monthly report, January 2016
- c) Department of Public Works, monthly report, January 2016
- d) Legal Notice, Planning Board, hearing Feb 23, 2016
- e) Legal Notice, Zoning Board of Appeals, hearing Feb. 29, 2016
- f) Historical Commission meeting, Feb, 16, 2016
- g) Memorandum, TA, Kevin Sweet – Acting Town Administration Delegation, to ATA
- h) Notice, Maynard Encourages Residents to Apply for Business Environment Enhancement Grant.
- i) Maynard TA, Kevin Sweet Appointed to 495/MetroWest Suburban Edge Community Commission
- j) Maynard Holds Second Community Workshop for Veterans' Memorial Park Redesign
- k) C. David Hull, letter of resignation as of February 17, 2016
- l) 495 / MetroWest notice save the Date Wednesday, March 9, 2016
- m) Notice from Verizon, Annual Complaint Filing for FiOS TV service
- n) Assabet Valley Chamber notice of Ribbon cutting, at Mullahy's in Hudson, MA. Feb 26, 2016, Annual Auction, April 8, 2016

4. Founders Day Update

5. Consent agenda

- a) Charity Softball game, Maynard Police vs Maynard Fire request for One-Day permit, June 4, 2016

6. 7:10 P.M. Public Hearing: All Alcohol License – Nargas Inc. d/b/a/ Roasted Peppers

AGENDA
Maynard Board of Selectmen's Meeting
February 16, 2016

7. **Cemetery Deed Transfer 117**
8. **Municipal Naming Nomination:** Elizabeth Duncan, Nominator
9. **Maynard Sesquicentennial Celebration Planning**
10. **FY2017 Budget Discussion**
11. **129 Parker Street Update**
12. **Economic Development Updates**
13. **Town Administrator Report**
14. **Chairman's Report**
15. **Board Member Reports**
16. **Adjournment (8:30)**
17. **Executive Session:** Complaint against town employee & Negotiation with non-union personnel

Respectfully submitted,



Kevin Sweet, Town Administrator

Regular Meeting – March 1, 2016

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, February 02, 2016
Room 201, Town Hall
Time: 7:00 pm**

Present: Chairman, Chris DiSilva, Selectman Jason Kreil, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca. Selectman David Gavin arrived at 7:30 PM.

(This public meeting was recorded).

Public Comments: None

Acceptance of Minutes, January 19, 2016

A motion was made by Selectman DiSilva to approve the minutes of January 19, 2016 as shown. Second by Selectman Kreil. Vote 4-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for February 02, 2016). A-Z
Selectman Kreil asked question; is the Library Drop box leak repaired yet. TA to follow up with Facilities Manager.

A motion was made by Selectman DiSilva to accept the list of correspondences **A-Z** as shown. Second by Selectman Egan. Vote 4-0. Motion approved.

Cemetery Deed # 2025 request for approval.

A motion was made by Selectman DiSilva to approve the cemetery deed #2025 as shown. Second by Selectman Donovan. Vote 4-0. Motion approved.

Pavement Management System Updates; Conrad Leger, Beta Group, Wayne Amico, VHB and Chris Okafor Operation Manager. (Presentation) Conrad Leger provided brief over view of the pavement management implemented over the last couple of years ago. Pavement Management planning right repair at the right time. Beta performed an inventory of the Town's accepted and unaccepted roadways, performed a pavement condition assessment of all roadways and prepared a Roadway Capital Improvement. Allows for cost effective, planning of roadways. Road inventory has

allowed Maynard to seek an additional \$20,000.00 annually from state Funding source Chapter 90 money (State). Roadways are placed in categories based on conditions allowing for forecasting repairs. With Chapter 90 money, Maynard still needs to add to this money every year to keep pace with repairs. Maynard should also consider approval of more of its unapproved roads. TA noted that the Town is working with legal team to make preparation for plan to begin accepting some unaccepted roadways.

BOS, question, planning what impact Maynard had on roads from last winter. DPW will check out this spring. Question; Did we learning anything from last winter. Yes per DPW, Chris Okafor. Comment from resident, Trish Saunders- we pay the same in taxes so why the difference of roads – Why are we treated differently? TA the difference is the developer may not have completed some of the development to have it classed as approved road. Going forward DPW is monitoring the developments as they are in process. DPW/Engineer, sub division contractors left job before they finished or sold project half way thru, many different contractors to piece the work and didn't do work right and that is part of why we have roads in bad shape.

Note: Selectman Gavin arrived at 7:30 pm
Chair requested a list of the unaccepted ways.

Water/Sewer Regulations & Fees

Chris Okafor and Wayne Amico

Comments from DPW, Unfair burden on ratepayers for the costs to sending DPW members out after hours and for homeowner errors. If it were a Town issue, (emergency) town would cover the costs. Bring back to BOS for acceptance and approval at another meeting.

Municipal Naming Nomination Form: Review & Scheduling

Application regarding (Mr. Stewart "Soup" Campbell) Board reviews and accepts
Next, step in policy to interview applicant. Bring back to another BOS meeting

FY2017 Budget Discussion

TA, information from REV 07, dated 1/29/16 Financial Summary FY2017 Budget, Local Aid, Chapter 70 money increase shown currently (Hope for more to be added) general government up, veterans is lower (Hopes for more) with changes right up to Town Meeting as this firms up. Challenges in charter Schools funding (AMSA). Available funds (2015) with balances shown.

129 Parker Street Updates

This week Capital Group paid for a conceptual plan engineering peer review and will work with Wayne Amico to prepare. They also have contacted Mark Rosenshein of the Architecture Team and will work with him as work is completed. Attorneys continue to prepare a memorandum of agreement for Town review.

Economic Development Updates

- Met this morning with Michele Ciccolo from The Ciccolo Group, a business development expert.
- Reset the EDC agenda for 2016 - focused and ready to perform. Chair to come to BOS

- EDC supporting the Sesquicentennial plan (probably being presented here on February 16th or in March).
- Planning Board has approved a special permit allowing a comprehensive signage plan for Mill and Main campus.
- Former Aubuchon's hardware property is scheduled for planning board hearing on February 9 to consider a special permit (for parking waivers) allowing Open Table to operate on the premises. The property consists of two parcels under separate ownership. Currently permission has not been granted from one of the parcels ownership: until ownership permission is granted, no decision should be made regarding issuing permits to the property per Town Counsel.
- Staff attending a workshop on MASSDOT funding for Complete Streets initiatives presented by Massachusetts Department of Transportation. MASSDOT advised the town must adopt a policy to qualify for future grants. Staff is currently compiling material necessary for potential development of a town-wide policy in coordination with Public Works.
- Staff has applied to MAPC for a grant to prepare an inclusionary zoning By-Law for the 2016 funding cycle. Awards are expected to be announced in the next 30 days.

Town Administrator Report.

- TA and ATA and (2) BOS members attended annual MMA conference and trade show.
- MIIA Business meeting on 1/23/16, announced the Health Insurance Rates for 2016-2017 at 4.5 ~ 12.8, Maynard will be on the high end of the rates.
- TA and ATA met with Acacia Communications in the Mill. Company was founded in Maynard 2009 and is growing. Lots of news to come but under a non-disclosure as they are planning an IPO. Thinks they will be the largest company in the Mill.
- ATA and Planner met with Habitat for Humanity. We are exploring three Town and two private opportunities for them in Town. They are also hoping to do critical house repairs annually for those who qualify – roofs, asbestos removal, etc.
- Parking program update: permits issued 56 passes thus far. Requests for one day / week-end permits.
- Fire Station Meeting update – Possible date of Thursday, March 10 or 14 (BOS/FinCom/Fire).
- Staff training on Intro (morning) and Intermediate (afternoon) Excel for newest version of Office – New Horizons Computer Learning center. Extremely well received.

Chair Report –

Board Member Reports

Selectman Donovan:

- None

Selectman Egan:

- None

Selectman Gavin:

- High praise to COA, Amy Loveless, staff and Andrew – Monthly report Good news around town regarding the COA – programs and events. Thank you.

- Ran into a Police Officer outside of Maynard one night, had conversation, Officer had positive things to say about our Chief and all the new training. (Outstanding).

Selectman Kreil:

- Talked with Green Community at (MMA) Grant available have we applied. TA, yes Facilities Manager, Aaron Miklosko is working that issue. (HVA, Streetlights and Pipe insulation).
- Has the Town provided feedback regarding freedom of information requests legislation. Limitation to fees and personnel costs has been equated by MMA as an unfunded mandate. TA has had conversation with Rep. Kate Hogan on that matter.

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

Time: 8:40 pm

Approved: _____

Date:

Selectman, _____, Clerk

Initials: BJM



Town of Maynard Department of Public Works

PAVEMENT MANAGEMENT PROGRAM OVERVIEW AND SUMMARY OF FINDINGS



February, 2016

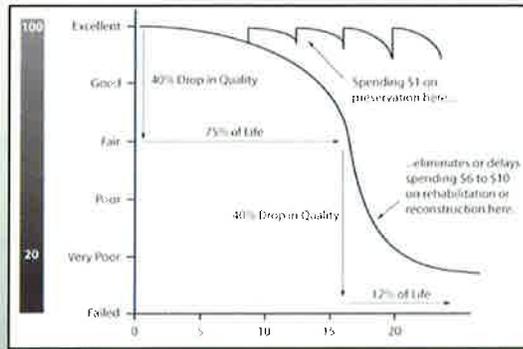
Pavement Management



- The practice of planning for pavement maintenance and rehabilitation with the goal of maximizing the value and life of a pavement network
- ***The right repair at the right time!***



Pavement Management



Source: Federal Highway Administration

- Asset Management & Forecasting Tool
- It is more cost effective to keep good roads in good condition



Pavement Management



Maintenance

- Crack Seal
- Pothole/Utility Patching

Surface Treatment

- Chip Seal
- Microsurfacing
- Hot-In-Place

Structural Repair

- Mill and Overlay
- Reclamation
- Reconstruction



Scope of Work

Roadway Inventory & GIS Mapping

Field Inspection Program

Existing Conditions Summary

Capital Improvement Planning

System Maintenance



Roadway Inventory and GIS

Maynard Roadway Profile



Type	Miles
Town - Accepted*	41.33
Town - Unaccepted	14.57
State	0.04
Total	55.94

FY2015 Ch. 90 Roadway Acceptance = 35.46 Road Miles

*Includes 0.88 Miles of Gravel Roads

Acceptance Review is in progress



System Interface (MS Access & GIS)

ESRI ArcMap/ArcReader

Road Surface Rating

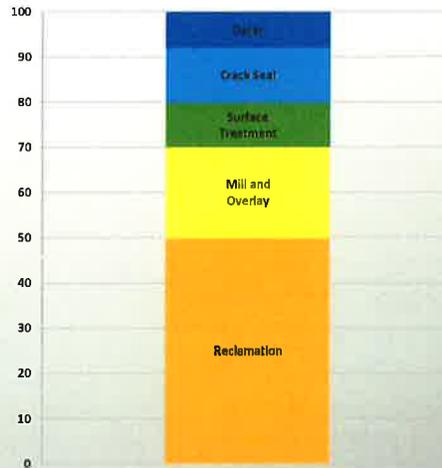
Pavement Inspection Form

- Calculate Road Surface Rating (RSR) based on existing distresses
- Ratings are 0 to 100 (Worst to Best)
- Line striping and curb information identified

Maintenance & Repair Methods

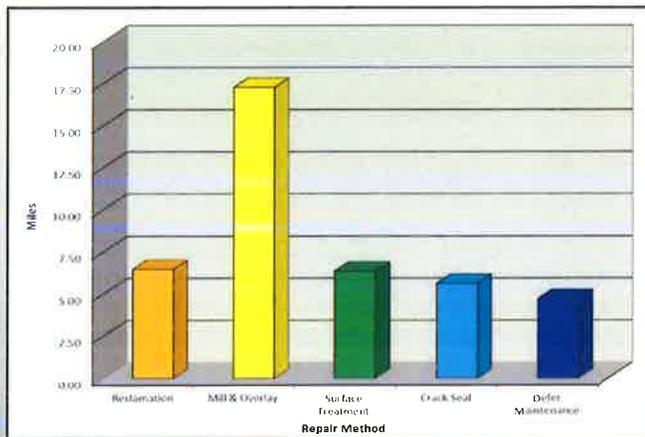
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 - Patching
- Surface Treatment - \$6.00 SY
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- Reclamation - \$24.00 SY

* Please note that unit prices reflect curb to curb improvements only



Initial Conditions Summary

General Rating by Mile*



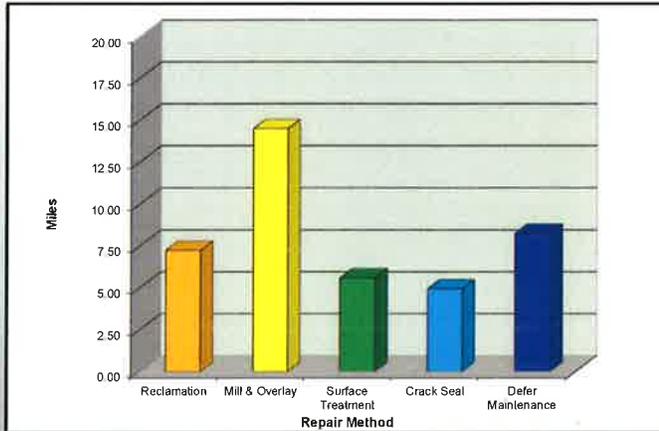
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Road Miles
RSR = 70.80**

*Town Accepted Paved Roadways Only



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Initial Conditions Summary

Breakdown by Repair Method*

Repair Method	Length (Miles)	Est. Cost	% By Repair
Reclamation	6.48	\$2,317,439	16.0%
Mill & Overlay	17.26	\$3,086,402	42.7%
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Defer Maintenance	4.72	\$0	11.7%
TOTAL:	40.45	\$6,010,409	100.0%



Backlog = Approx. \$6.0 Million

*Curb to Curb Improvements Only
Does Not Include Drainage, Sidewalks, Ramps



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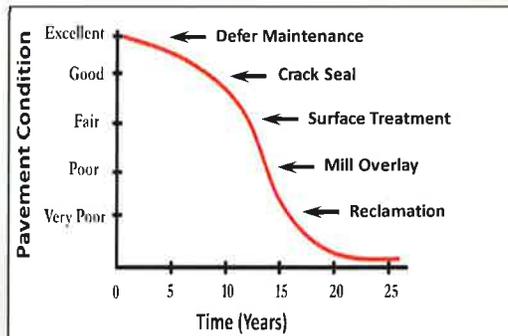
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CIP Development

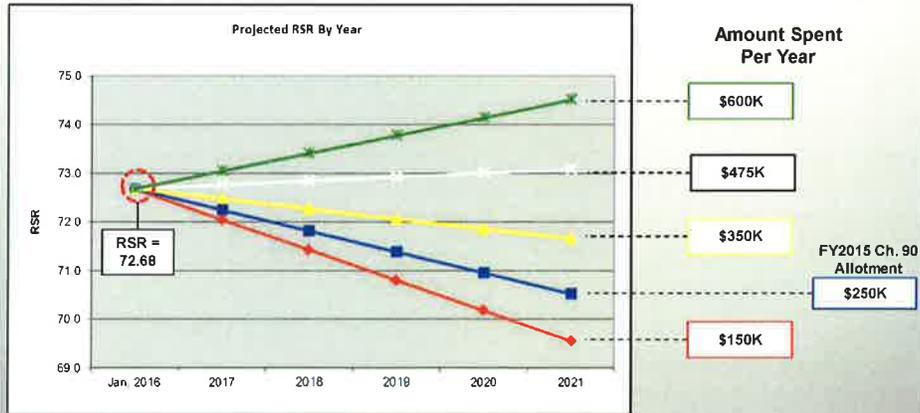
Repair Methods and Forecasting

- Budget Requirements
- Refine Repair Methods Unit Costs
- Prioritization Strategies
- Utility Coordination
- Deterioration Rates



Pavement Management Program

RSR Forecast (5 Years)



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CIP Development

Cost Benefit Value – Top 10 Roadways

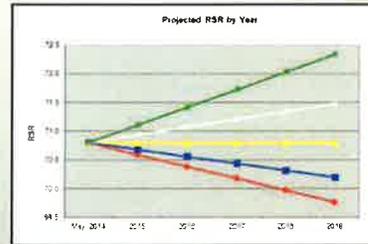
Street Name	Avg. RSR	Length (Miles)	Est. Cost*	Repair Type
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OLD MARLBORO ROAD	41.03	1.04	\$328,658	Reclamation
TOTAL:	N/A	6.37	\$1,336,286	N/A

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System Maintenance & Next Steps

- Update data as improvements are completed
- Monitor and update actual costs
- Determine target funding levels
- Identify funding sources
- Develop 3 Year Plan for FY2017-FY2020
- 5 Year Plan allows us to coordinate with utilities and future development plan



Town of Maynard
Department of Public Works

PAVEMENT MANAGEMENT PROGRAM
OVERVIEW AND SUMMARY OF FINDINGS

Thank You

February, 2016





Town of Maynard Department of Public Works

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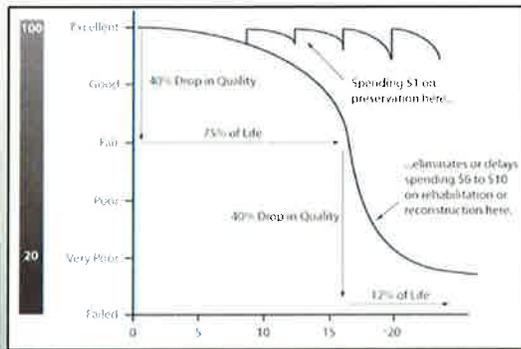
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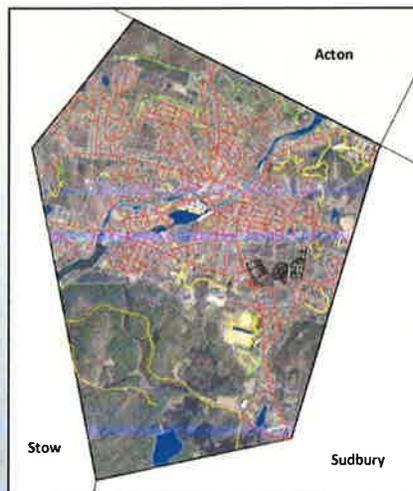


Scope of Work



Roadway Inventory and GIS

Maynard Roadway Profile



Type	Miles
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State	0.04
Total	55.94

FY2015 Ch. 90 Roadway Acceptance = 35.46 Road Miles

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Acceptance Review is in progress



System Interface (MS Access & GIS)

ESRI ArcMap/ArcReader

The screenshot displays the ESRI ArcMap/ArcReader interface. On the left, there is a navigation pane with a tree view showing a 'Town of Maynard' project structure, including folders for 'Inventory and Inspection Forms', 'Street Maintenance History', 'Capital Planning', 'Pavement System Settings', and 'ESR Forecasting Worksheet'. A 'BETA' banner is visible at the bottom left. The main window shows a GIS map with several data layers overlaid. On the right, a data table is displayed, showing columns for 'Town of Maynard, Massachusetts' and various data points. A yellow callout bubble in the upper right corner contains the text 'Non-Proprietary System'. A small circular logo is located in the bottom right corner of the interface.

Road Surface Rating

Pavement Inspection Form

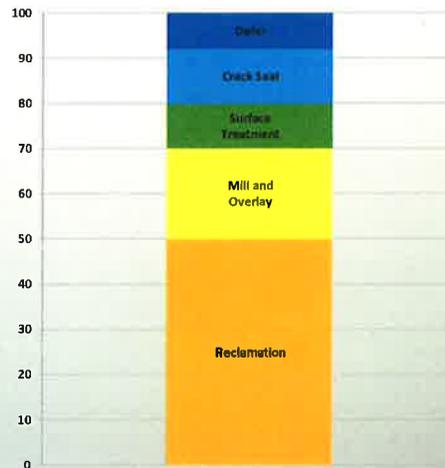
The screenshot shows the 'Inventory and Inspection Form' interface. It features several data entry sections: 'Street Name' (with a dropdown for 'QUINCY STREET'), 'Segment Name' (dropdown for 'CONCRETE 12'), 'Station' (input for '0+00'), 'Inspection Date' (calendar for '4/11/2013'), 'Inspector' (input for 'M'), 'Length Miles' (input for '3.05'), and 'Width' (input for '24.00'). A 'Refresh RSR' button is highlighted with a red arrow. The 'Distresses' section includes fields for 'Edge Condition', 'Shoulder Condition', 'Surface Condition', 'Potholes', 'Rutting', 'Cracks', and 'Disinfectant'. The 'Scheduling Data' section includes 'Linear Lane' (dropdown for 'No'), 'Existing Crack Seal' (dropdown for 'Yes'), 'Crack Type' (dropdown for 'Gravel'), 'Distress Code' (dropdown for 'None'), 'Shoulder Code' (dropdown for 'Asphalt'), and 'Shoulder Material Code' (dropdown for 'Concrete'). The 'Striping Data' section includes 'Class Code' (dropdown for '4'), 'Edge Line Code' (dropdown for 'None'), and 'Edge Chey Code' (dropdown for 'None'). The 'Additional Data' section includes 'Class Mark' (input for '00') and 'Adjusted RSR' (input for '3.230'). A small photograph of a road inspection vehicle is shown in the bottom right corner. A circular logo is located in the bottom right corner of the interface.

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Maintenance & Repair Methods

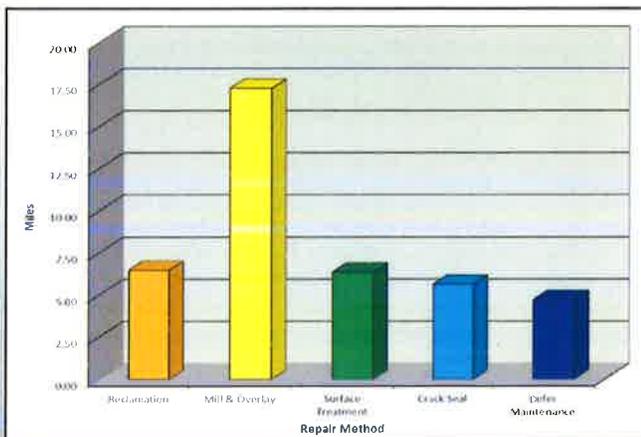
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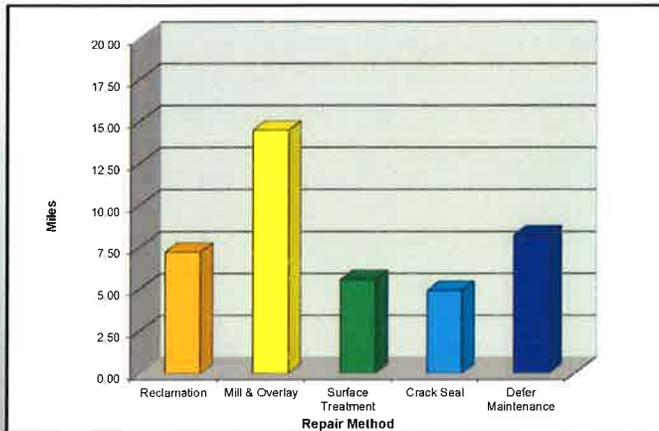
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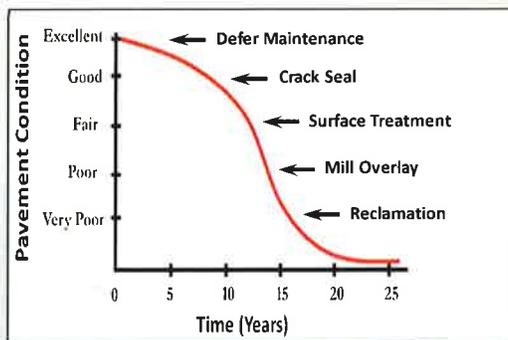
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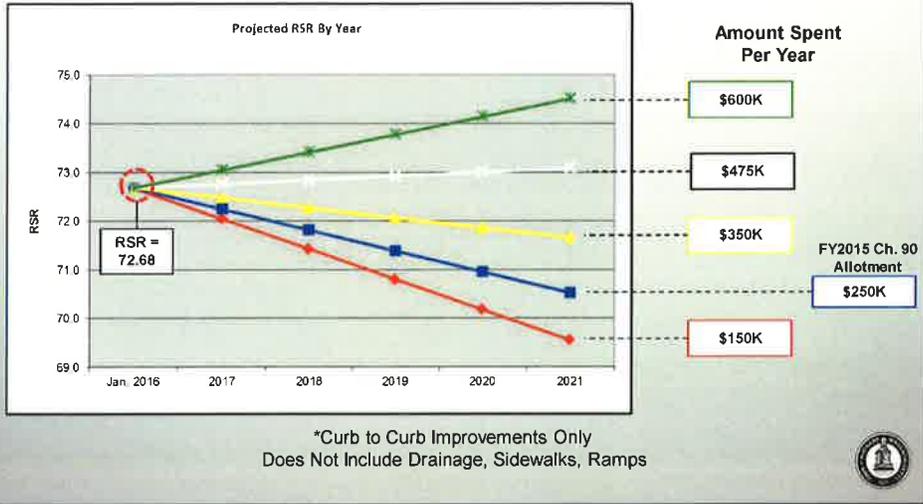
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Town of Maynard
Department of Public Works

PAVEMENT MANAGEMENT PROGRAM
OVERVIEW AND SUMMARY OF FINDINGS

Thank You

February, 2016





TOWN OF MAYNARD

Finance Director/Town Accountant

TOWN BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

TO: Board of Selectmen
FROM: Michael Guzzo – Finance Director/Town Accountant
DATE: January 30, 2016
SUBJECT: ACCOUNTANT'S REPORT – DECEMBER 2015



- Processed weekly invoice warrants
- Processed Bi-Weekly Payroll Warrant
- Processed journal entries
- Worked on FY2017 budget
- Reconciled November 2015 Receivables and Cash balances with the Treasurer
- Completed Softright Budget setup for FY2017 budget for General Fund, Enterprise Funds , and CPA
- Updated FY2015 general fund expense for FY2017 budget
- Updated expense analysis for treasurer for health insurance, life insurance, Medicare, and unemployment
- Worked on CPC article to close out old projects for January special town meeting
- Completed FY2017 budget setup in Softright for General Fund, CPA, and Enterprise Funds
- Summarized CDBG revenue history for period FY2010 to present
- Summarized CDBG expenses history for period FY2010 to present
- Met with Nancy Brooks on Sick Leave Bank issues
- Emailed Expense and Revenue November YTD summaries to Toby Fedder for Indirect costs
- Met with Treasurer to update FY2017 Benefit budgets
- Attended conference on affordable Housing Trusts in Acton
- Worked with Softright support to resolve budget report issues for FY2017 Budget
- Created new expense accounts for FY2017 budget
- Updated and issued the following reports as of November 2015:
 - Available funds
 - Available Fund history
 - Capital Projects
 - CPC Summary – Revenue, Expenses, and fund reconciliation
 - Expense Summary – General Fund
 - Expense Summary – Enterprise Funds
 - Revenue Summary – Enterprise Funds
 - Performance/Surety Bonds
 - Peg Access Funds
 - Local Receipts – General Fund
 - Local Aid – General Fund
 - Enterprise Fund Summaries – Sewer and Water
 - Ambulance Receipts (Fund 3017)
 - Student Activities Funds - JHS and MHS

Education Circuit Breaker Fund
School Choice Fund
Snow and Ice summary
Updated MHS Capital Project Summary
Reserve Fund Transfer Summary
DPW Chapter 90 Summary
Expense Balances – Encumbrances and Articles
Perpetual Care Fund summary



MAYNARD FIRE DEPARTMENT

Fire Chief
Anthony Stowers

Monthly Report

JANUARY 2016

FIRE RESPONSE AND OTHER FIRE DEPARTMENT ACTIVITIES

Number of requests for emergency service from January 1, to January 31, was 113 resulting in over 250 emergency responses and a total of 662 additional activities or service requests for the month. The requests break down for the month break down as follows:

Fire and Emergency Incidents:	113
In-house Training Classes/other training:	53
Fire Safety Inspections-Pre-fire Plans other Fire prevention	118
Administrative/Other:	379
Station/Vehicle Maintenance	112
Total activities for January:	772

TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 221 hours of on-shift training this month in in a variety of topics such as Recruit Training, Emergency Medical Recertification, driver/operator, Fire Safety Surveys, Leadership Development, Ice Rescue Operations, RIT, Fitness and hydrant operations, and building familiarity with walks through multiple buildings among other topics. The biggest focus this month has been training firefighters on the new Engine that arrived this month, as well as new SCBA. In addition all 4 groups continued working on our pre-fire planning program.

SHIFT PROJECTS AND ACTIVITIES

We have continued making considerable progress with our Records Management Software program. This month we are working on implementing a new reporting module.

There have been some EMS protocol changes recently and the coming months will involve significant training by all groups to bring people up to speed on those changes.

This month our firefighters conducted multiple training evolutions at Mill and Main before the building is torn down. This is an exceptional opportunity to conduct realistic training evolutions in a building that offer unique challenges. This will better prepare our firefighters when those skills are needed for an emergency.

ACTIONS OF NOTE:

We have seen a rise in inspections and permit requests as of late. Much of this is due to the renovation work being done at Mill and Main. We have also seen a rise in fire watch duty requests from contractors doing work in the community.

This month we had another graduation from the Massachusetts Fire Academy's Recruit Program. Matt James graduated on January 15th. We want to congratulate him on that accomplishment and look forward to long and successful career as a Maynard Firefighter.

We submitted two FEMA Grant requests this month. We're hoping that we have as much success this time as we did last year!

This month we hired a new firefighter to fill multiple upcoming vacancies due to military training and recruit training. Andrew Verbitzki started on January 18th, and we are looking forward to his career here at Maynard Fire.

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

We are continuing to work with Dore and Whittier, our architectural firm to look at the feasibility of updating the Maynard Fire Station.

Captain Sean Kiley completed a "Community Risk Reduction" class at the National Fire Academy in Emmitsburg, Maryland from January 16-22.

Our public education campaign has continued and we have added some very important safety information to both the Fire Department website and our Maynard Fire Department Facebook Page, we are also now on Twitter, follow us: @Maynard_MAFire

Respectfully Submitted,
Anthony Stowers



Figure 1 Matt James Graduation from Recruit School

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



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

Administration

Highway

Water & Sewer

WWTP

To: Board of Selectmen

From: Christopher Okafor, Operations Manager

Date: February 10, 2016

Re: Monthly Report – January 2016

Administration: Submitted by Christopher Okafor, Operations Manager

Some of the major issues worked on in the month of January:

- Analysis of DPW – ongoing
- DPW Administration - ongoing
- Personnel Management – ongoing
- Customer Services - ongoing
- Training and seminars - ongoing
- Continue implementation of Facility Dude Work Order Program
- Attending to various public complaints and requests
- Monitoring Trash/Recycling programs Contract - monthly meeting with contractor
- Discussions with Eversource Gas – Ongoing.
- Coordinating with the Town Planner on various projects - ongoing
- Flow Isolation Schedule - Infiltration /Inflow Year 2 Plan – ongoing
- Administration of various contracts - ongoing
- Working with Stantec Engineering on Water and Sewer Regulations
- Working with Stantec Engineering on Hayes Street Drainage Issues
- Working with Stantec Engineering on Sewer I/I programs
- Working with BETA Engineering on Roads Improvement plans (CIP)
- Winter Season Readiness - ongoing
- Snow & Ice Removal - ongoing
- Monitoring WWTP Contract - ongoing
- Collaborating with other departments - ongoing
- Parks maintenance – ongoing

- Glenwood Cemetery maintenance - ongoing
- Tree Works – various locations
- Misc.

Water and Sewer Division: Submitted by Tim Mullally, Foreman

- DEP monthly reports
- Daily sewer lift station checks and repairs as needed
- Daily final reads
- Daily Dig Safe mark outs
- Daily water treatment plant rotation and operations
- DEP water quality reports
- Worked with Stantec on I & I out in the field
- Worked with National Water Main to clean and camera Hayes Street drain
- Yard hydrants replaced at the WWTP
- Plowed snow with the highway department
- Replaced chlorine bulk tank and day tank at Old Marlboro Road WTP
- Sewer blocks at 101 Acton Street and 116 Acton Street

Highway Division: Submitted by Joe Foster, Foreman

- Our primary focus this month was to check all roads for potholes and repair as needed.
- We had four snow events during the month of January. This resulted 6-8" of snow which required mostly treating the roads. One storm required plowing and all contractors were called in.
- We pushed back corners and piles of snow in lots,. We plowed and treated nn-main roads, sidewalks, as well as cleaned the equipment after the event.
- We received 700 ton of road salt and stored same in shed.
- Trimmed and pruned trees, shrubs and sidewalks town wide
- Turned the compost pile.
- Installed the snow fence at upper Parker Street

We continued to assist other Departments and groups as needed with manpower and or equipment as requested. Assisted the Town Clerk with meeting supplies for town meeting.

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

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

- December'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), conducted equipment maintenance as preventive work orders are generated
- CMMS: Continuing to add equipment and task into system
- There was one permit exceedances for January, fecal coliform 406 colonies/100 ml. High flows due to recent storm events, hypochlorite system was in hand mode due to low flows. Hypochlorite system placed in flow paced mode.
- Monthly Co-Mag equipment rotation
- Yard hydrants: one hydrant removed, one hydrant replaced by Water/Sewer Department
- There was a sludge spill approximately 9,000 gallons in the tanker loading bay. Sludge was coming from the overhead garage door onto the ground and into the storm drain. Storm drain was covered as soon as the spill was discovered. Estimated 3,000 gallons went into storm, DEP was notified and report filed. All areas involved in sludge spill were cleaned and disinfected.



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

Andrew Scribner-MacLean
Assistant Town Administrator
Executive Director



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, February 23, 2016** 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 DG Custom Homes, LLC., Maynard, MA 01754.

The petitioner is requesting a Special Permit as required by Section 3.1.2 of the Zoning By-Laws to increase residential space from 2 to 3 units. The property is located in the General Residence zoning district at 51 Summer Street, Maynard, MA 01754.

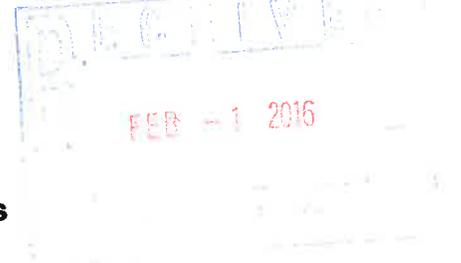
A copy of the application package is on file with the Office of Municipal Services Office, Planning Division during normal business hours.

Bill Nemser, AICP, LEED AP
Town Planner



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

Andrew Scribner-MacLean
Assistant Town Administrator
Executive Director



Legal Notice
Maynard Zoning Board of Appeals

Pursuant to Massachusetts General Laws, Chapter 40A s.5, the Maynard Planning Board will hold a public hearing on **Monday, February 29, 2016** 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 DG Custom Homes, LLC., Maynard, MA 01754.

The subject property is located at 51 Summer St., Maynard and is a Pre-Existing Non-Conforming structure. Consistent with Section 5.1.3 (2) of the Zoning By-Laws, the petitioner is requesting a Special Permit to increase the allowable number of residential units from 2 to 3. The subject property is located within the General Residence zoning district.

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

TOWN OF MAYNARD

MEETING NOTICE

Maynard Historical Commission

Maynard Public Library, 77 Nason Street, Trustees Room

Tuesday, February 16, 2016 at 7:00 PM

Agenda or Topics to be discussed:

- 1. Approve Minutes of previous meeting(s):** January 21, 2016
- 2. Old Business Topics:**
 - Demo Delay By-law: review awareness campaign, update significant properties: All
 - MACRIS progress review: Lee
 - Historic markers: Review draft language: Lee, (house plaque-Peg)
 - Gold Award Project update (if needed) - Haley
 - Sesquicentennial Letter: status: Jack
 - Glenwood pond w/ Conscom: update - Jack
 - Freedom's Way participation: update – Dave/Paul
- 3. New Business Topics:**
 - Recruiting additional members
 - - Need for increased promotion of MHC activities: -All
 -
- 4. Other:**
 - Member concerns
- 5. Next regular meeting:** March 15, 2016

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Jack MacKeen



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

Kevin A. Sweet
Town Administrator

Andrew Scribner-MacLean
Assistant Town Administrator

MEMORANDUM



To: Michelle Sokolowski, Town Clerk / Board of Selectmen
From: Kevin Sweet, Town Administrator 
Cc: Andrew Scribner-MacLean, Assistant Town Administrator
Date: February 4, 2016
Re: **Acting Town Administrator Delegation**

I will be out of state on vacation, creating a temporary absence as Town Administrator. In accordance with Maynard Town Charter Section 4-4(a) I am appointing Andrew Scribner-MacLean as Acting Town Administrator effective:

February 17, 2016 through February 26, 2016.

Mr. Scribner-MacLean is authorized to exercise the powers and perform the duties of the Town Administrator during my absence.

Kevin A. Sweet
Town Administrator



TOWN OF MAYNARD
OFFICE OF THE TOWN ADMINISTRATOR
MUNICIPAL BUILDING
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Tel: 978-897-1375 Fax: 978-897-8457
www.townofmaynard-ma.gov

Kevin A. Sweet
Town Administrator

Andrew Scribner-MacLean
Assistant Town Administrator

MEMORANDUM

To: Board of Selectmen
From: Kevin Sweet, Town Administrator
Date: January 19, 2016
Re: **Vacation Notice - Fiscal Year 2017**

I will be on vacation the following days this the Fiscal Year:

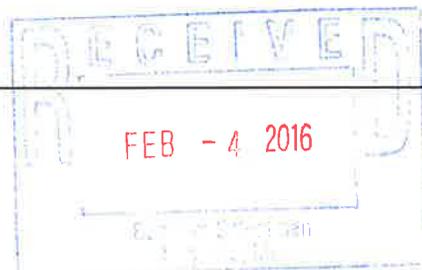
- *February 17-26, 2016 (Orlando, FL)*
- *April 27 – May 2, 2016*

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

Town of Maynard,
Massachusetts
Kevin Sweet, Town Administrator

Municipal Building
195 Main St.
Maynard, MA 01754



FOR IMMEDIATE RELEASE

Thursday, Feb. 4, 2016

Contact: John Guilfoil
Phone: 978-841-9948
Email: john@jgpr.net

Contact: Jessica Sacco
Phone: 978-769-5193
Email: jessica@jgpr.net

Maynard Encourages Residents to Apply for Business Environment Enhancement Grant

MAYNARD -- Town Administrator Kevin Sweet is pleased to report that last September, the Maynard Board of Selectmen created the Business Environment Enhancement Grant, or "BEEP" as it quickly became known, and is encouraging residents with ideas to better the business district to apply.

This town-funded grant is available in several configurations with the idea of making it more flexible.

"We wanted to offer the community a tool to help bring forward a variety of ideas that would improve the business environment for Maynard," said Town Administrator Sweet. "Not a day goes by that I don't hear a fantastic idea from a resident, a business owner, or a member of one of the town's boards or committees. So many of these ideas lack funding or don't have someone to spearhead them and as a result they often don't gain momentum. We wanted to change that, and through BEEP, we can."

The Economic Development Committee is the first stop for potential applicants interested in obtaining a BEEP grant.

"What BEEP does is provide an opportunity for somebody who has drive, an idea and a vision that benefits the entire community, to put those plans in motion," added Sweet. "We are now in a position where we may be able to offer matching assistance for something as simple as a façade improvement, or as extensive as a town-wide initiative in its entirety, if the plan makes sense. You don't know unless you ask."

For additional information contact Bill Nemser at 978-897-1302 or bnemser@townofmaynard.net.

###

Town of Maynard,
Massachusetts
Kevin Sweet, Town Administrator

Municipal Building
195 Main St.
Maynard, MA 01754



FOR IMMEDIATE RELEASE

Monday, Feb. 8, 2016

Contact: John Guilfoil
Phone: 978-841-9948
Email: john@jgpr.net

Contact: Jessica Sacco
Phone: 978-769-5193
Email: jessica@jgpr.net

Maynard Town Administrator Kevin Sweet Appointed to 495/MetroWest Suburban Edge Community Commission

MAYNARD -- Town Administrator Kevin Sweet is pleased to announce that he will serve on the 495/MetroWest Suburban Edge Community Commission.

Sweet is one of five municipal leaders appointed to the commission by Governor Charlie Baker.

An "edge community" is defined as a municipality with a population not more than 35,000 and that is not adjacent to a [gateway community](#).

The commission will work to investigate and study development challenges experienced by edge communities, including transportation, water, cellular and energy infrastructure, transit services, residential development, reuse of former industrial facilities, brownfields reclamation, downtown redevelopment and other constraints. Members will then develop policies and recommendations to ensure that edge communities can participate in state development initiatives and benefit from state resources.

Town of Maynard,
Massachusetts
Kevin Sweet, Town Administrator

Municipal Building
195 Main St.
Maynard, MA 01754



FOR IMMEDIATE RELEASE

Thursday, Feb. 4, 2016

Contact: John Guilfoil
Phone: 978-841-9948
Email: john@jgpr.net

Contact: Jessica Sacco
Phone: 978-769-5193
Email: jessica@jgpr.net

Maynard Holds Second Community Workshop for Veterans' Memorial Park Redesign

MAYNARD -- Town Administrator Kevin Sweet is pleased to announce that the redesign of [Veterans' Memorial Park](#) continues to move forward, and he encourages the community to attend the second workshop later this month to share their visions for the new layout.

The second community workshop for the Veterans' Memorial Park redesign is scheduled for Feb. 25 at 7 p.m. at the Maynard Public Library.

Led by Clara Batchelor, principal at Cambridge's CBA Landscape Architects, the next workshop on Feb. 25 will focus on some of the ideas brought forward by the community in the first workshop held last month.

"The redesign of the park will emphasize the connection between downtown destinations, contributing to the town's overall success and popularity," said Town Administrator Sweet. "A key goal of this project is to improve the park's circulation to help pedestrians move safely and enjoyably between downtown destinations."



Mr. C. David Hull
279 Great Road
Maynard, MA 01754

February 4, 2016

To: The Honorable Selectpersons:

I have served on the Community Preservation committee since its consumption, and was the committee's first Chairman.

I have enjoyed my time of service and the interaction of the many people who have served on the committee with true commitment to their service.

As the real world of electronic communication has moved beyond my ability to participate, I believe it is time for me (at age 79) to relinquish my position to a younger, better attuned and hopefully dedicated replacement to be provided by the Maynard Housing Authority as proscribed by Massachusetts Law.

Therefore, kindly accept my resignation from the Community Preservation Committee effective on February 17, 2016.

Respectfully,

C. David Hull

Becky Mosca

From: mecc@memberclicks-mail.net on behalf of Jessica Strunkin <mecc@memberclicks-mail.net>
Sent: Thursday, February 04, 2016 9:40 AM
To: Becky Mosca
Subject: SAVE THE DATE - March 9th Energy Matters in 495/MetroWest Event

SAVE THE DATE - Wednesday, March 9th
ENERGY MATTERS IN 495/METROWEST!





The 495/MetroWest Partnership invites you to a morning of panel discussions on today's top energy issues facing our region. With the collaborative help of Day Pitney, LLP, three panels have been assembled to explore specific energy issues relating to cost, reliability, and "greenness" of power in the 495/MetroWest region. Industry authorities will review these issues and discuss proposals to address them. Panelists include representatives from large business users, including EMC, energy industry leaders from ISO, NEPOOL, National Grid, Eversource and Exelon, and Government officials including:

- Lieutenant Governor Karyn Polito,
- Secretary of Energy & Environmental Affairs Matthew A. Beaton, and
- Legislative representation.

WHEN: Wednesday, March 9, 2016 from 7:30AM to 12:00PM

(optional lunch and networking from 12:00-1:00PM)

WHERE: EMC Corporation - 176 South Street in Hopkinton

Formal invitation with agenda and details on the panels is forthcoming. Click [here](#) to register for the event. Feel free to contact Jessica Strunkin with any event questions at:

Jessica Strunkin
Deputy Director
495/MetroWest Partnership
774-760-0495 x101



Special thanks to our event Host, EMC!



This email was sent to bmosca@townofmaynard.net by jessica@495partnership.org

495/MetroWest Corridor Partnership, Inc. · 200 Friberg Parkway, Suite 1003, Westborough, Massachusetts
01581, United States

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townofmaynard  MemberClicks

Jill M. Reddish
Senior Staff Consultant – FiOS TV



Verizon Communications Inc.
125 High Street
Oliver Tower, FL 7
Boston, MA 02110
617-342-0558
Jill.m.reddish@verizon.com

January 31, 2016

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



Subject: Annual Complaint Filing

Dear Board of Selectmen,

Pursuant to M.G.L. c. 166A, §10, Verizon New England, Inc. (“Verizon New England”) is required to file with the Department of Telecommunications and Cable and Issuing Authorities an annual report on complaints received regarding our FiOS TV service. The report reflects complaints received by Verizon during the previous year ending December 31. The Department of Telecommunications and Cable has adopted Form 500 as the prescribed form for complying with this annual reporting requirement. Please find attached Verizon New England’s 2015 Form 500 for the Town of Maynard.

Should you or your staff have any questions, please contact me at 617-342-0558. Verizon New England appreciates the opportunity to conduct business in your community, and we look forward to a long and rewarding relationship.

Sincerely,

A handwritten signature in black ink that reads "Jill M. Reddish".

Jill M. Reddish
Senior Staff Consultant – FiOS TV

Form 500 Complaint Data - Paper Filing

City/Town: Maynard

Filing Year: 2015

Number of Subscribers: 1914

Cable Company: Verizon New England Inc.
 Address: 125 High St., Boston, MA 02210
 Contact: Jill M. Reddish
 Phone: 617-343-0558
 E-Mail: jill.m.reddish@verizon.com

Average Resolution Time:

<1> Less than 1 Day, <2> 1-3 Days, <3> 4-7 Days, <4> 8-14 Days, <5> 15-30 Days, <6> >30 Days

Manner of Resolution:

A. Resolved to the satisfaction of both parties, B. Resolved, customer dissatisfied, C. Not Resolved.

	Total Complaints	Avg. Resolution Time (see code above)	Manner of Resolution (see code key above for the manner represented by the letters below) The number below each letter indicates the number of complaints resolved in that manner.		
			A.	B.	C.
Advertising/Marketing	0	0	0	0	0
Appointment/Service call	0	0	0	0	0
Billing	2	5	2	0	0
Customer Service	0	0	0	0	0
Defective Notice	0	0	0	0	0
Equipment	28	2	26	2	0
Installation	0	0	0	0	0
Reception	0	0	0	0	0
Service Interruption	1	2	0	1	0
Unable to Contact	0	0	0	0	0
Failure to Respond to Original Complaint	0	0	0	0	0
Other:	0	0	0	0	0

Form 500 Service Interruption Data - Paper Filing

City/Town: Maynard

Filing Year: 2015

Number of Subscribers: 1914

Average Resolution Time:

<1> Less than 1 Day, <2> 1-3 Days, <3> 4-7 Days, <4> 8-14 Days, <5> 15-30 Days, <6> > 30 Days

Cable Company: Verizon New England, Inc.
 Address: 185 Franklin St., Boston, MA 02110
 Contact: Jill Reddish
 Phone: 617-342-0558
 E-Mail: jill.m.reddish@verizon.com

Date Service Interruption Began	Average Resolution Time: (see Code Key above)	Estimated # of Subscribers Affected
1/1/2015	1	1928
5/24/2015	1	1313
6/17/2015	1	1936
6/17/2015	1	1936
7/17/2015	1	1931
8/15/2015	1	1939
10/7/2015	1	1941
10/7/2015	1	1941
12/24/2015	1	1920

Becky Mosca

From: Assabet Valley Chamber <info@assabetvalleychamber.org>
Sent: Tuesday, February 02, 2016 9:06 AM
To: ~~Becky Mosca~~
Subject: Ribbon Cutting & Grand Opening Celebration



**Ribbon Cutting &
Grand Opening Celebration**
Mullahy's
Artisan Cheeses & Specialty Foods
Friday, February 26th 2016



When:
Friday, February 26th, 11:45am to 1:00pm
Ribbon Cutting at 12:00 noon

Where:
Mullahy's
63A Main Street, Hudson

Help us welcome Mullahy's Artisan Cheeses & Specialty Foods to the Assabet Valley Region, enjoy complimentary sampling of their delicacies lunch, and the opportunity to network for free! Participation is complimentary, but reservations are highly appreciated for planning purposes. To RSVP call us at (978) 568-0360 or [email us](#).

Becky Mosca

From: Assabet Valley Chamber <info@assabetvalleychamber.org>
Sent: Monday, February 08, 2016 8:44 AM
To: Becky Mosca
Subject: Annual Chamber Auction is around the corner



Reserve Your Spot(s) Now

Annual Chamber Auction Bash

Friday, April 8

6:30 to 9:30pm
Stow Acres Country Club
(58 Randall Road, Stow)

This fun and casual event includes silent and live auctions, superb entertainment, delicious food, cash bar and the most entertaining auctioneers!

You can now reserve your spot (\$25pp)
or Table (\$200 for 8-seater, \$250 for 10-seater)
by calling 978-568-0360 or, [clicking here](#)

Representing, Promoting, Educating and Networking Members since 1986



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

SafeUnsubscribe™ bmosca@townofmaynard.net

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OFFICE OF THE SELECTMEN

Maynard, Massachusetts

ONE DAY – PERMIT - 2016 CROWE PARK

This permit is issued to

MAYNARD FIRE DEPARTMENT VS MAYNARD POLICE DEPARTMENT CHARITY SOFTBALL GAME

For the following purpose:

***2nd Annual CHARITY SOFTBALL GAME TO RAISE MONEY FOR THE ASSABET VALLEY BOYS
AND GIRLS CLUB. SATURDAY, June 04, 2016, GAME TIME 11:00 AM- 3:00 PM***

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:

Becky Mosca

From: Sean Kiley
Sent: Tuesday, February 09, 2016 4:40 PM
To: Becky Mosca
Cc: csweeney@maynardpolice.com
Subject: Softball Game

Becky,

The Maynard Fire and Police Relief Associations are looking to hold our 2nd Annual Charity Softball Game to benefit the Assabet Valley Boys and Girls Club. We would like to hold this at Crowe Park on June 4th, 1100am -3pm. Can you let me know if we can get a permit of use as we did last year. I appreciate you help with this event.

Thanks You again,

Sean Kiley
President of the Maynard Firefighters Relief Association



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

Legal Notice

Notice is hereby given, in accordance with Massachusetts General Laws Chapter 138, as amended, that a Public Hearing will be held on Tuesday, February 16, 2016 at 7:10 p.m. in the Michael J. Gianotis Meeting Room (No. 201) at the Maynard Town Building on the application for a New License on premise for All Alcohol as a Common Victualler license for Nargas Inc. d/b/a Roasted Peppers 65 Main Street, Maynard, MA. Copy of application is on file in the Office of the Selectmen.

Selectman David Gavin
Selectman Jason Kreil
Selectman Tim Egan
Selectman Terrence Donovan
Chairman Chris DiSilva

TOWN OF MAYNARD
Cemetery Department

DEED N^o 117
(Transfer from 1989)

This Certifies that Bradford E. Parker

66 Gale Avenue, Laconia, NH 03246

is proprietor of Lot No. 222 (10 grave lot) Section No. 18 (Old Cemetery) 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.

Scaled, Signed and Delivered
in the presence of

Dated February 16, 2016

Board of Selectmen of the Town of Maynard

Town of Maynard Municipal Naming Nomination form

NOMINEE INFORMATION

Name of Nominee (s): Stewart T. Campbell
Title (s): Chief Warrant Officer (CWO), Retired

DESCRIPTION OF ACCOMPLISHMENTS

1. What lifetime accomplishment(s) has this nominee achieved that would make him/her eligible for municipal naming consideration.

see attached.

2. How has this nominee's accomplishment(s) impacted The Town of Maynard, and or The State of Massachusetts or United States of America?

see attached.

3. Are there any other specific reasons for nominating this person?

see attached.

NOMINATOR INFORMATION:

Name of Nominator: Elizabeth M. Duncan + Rebecca Mosca

Dept: _____

Relationship of Nominator to Nominee (s): Friend neighbor, co-worker and former fellow citizen of Maynard.

Elizabeth M. Duncan
Signature of Nominator

December 7, 2015
Date

**Please complete and return to the Selectmen's Office
Please return by December 31 of the current year to ensure action prior to the next annual town meeting.**

TO BE COMPLETED BY COORDINATOR ONLY:

• Nominee (check one) _____ was _____ was not selected for a citation award.

Signature of Maynard Board of Selectmen

Date

December 7, 2015

I, Elizabeth M. Duncan, submit the name of Stewart T. Campbell, Chief Warrant Officer (CWO) Retired, as a nominee to be considered in the naming of the Hall of Heroes that is located in the lower level of the Maynard Town Building.

I will address Stewart as "Soup" (as he was commonly known and remembered) throughout this nomination paper/testimony. Soup retired from the United States Army in 1965 after 30 years of service and took up residence in the Town of Maynard. He and his wife Margaret (Peg) purchased a house on Old Marlboro Road and made a home for their family (six children) in the Town. Both Peg and Soup resided in Maynard until their subsequent deaths in 1999 and 2010. The following information plus the attachments document Soup's outstanding and accomplished years of service as a soldier in the United States Army, a Veteran and a citizen (37 years) of the Town of Maynard.

- **Military Service/Records** – see attached.
- **Veteran's Agent** – Soup was Maynard's Veterans' Agent from 2003 until his death in 2010. As Veterans' Agent, Soup was responsible for processing a myriad of veteran's cases, concerns and needs. In this capacity, he was required to be knowledgeable, understanding, compassionate and current in all issues and laws affecting veterans; these laws and processes were/are constantly changing. Soup was very diligent in his duties as the Veterans' Agent and in the process of assisting clients, often went above and beyond what was required.

When a veteran passed away, Soup processed the necessary paperwork required to update a veteran's records and ensured that a marker was installed at his/her gravesite in a timely manner. If a military funeral was necessary or requested, Soup efficiently took care of the procedure.

- **American Legion** - As an active member and past Commander of the American Legion Post 235, Soup worked diligently for veterans and the organization. He was instrumental in many upgrades to the American Legion's building on Summer Street. Under his command, the building and organization took on a new vital life supporting veterans and their families.

Soup actively worked many years on the American Legion and American Legion Auxiliary prestigious Boys and Girls State Program Committee. The mission of the committee was to research and select Junior Class Nominees, both male and female, to attend a week experiencing government in action at the State House in Boston. Soup took this task very seriously (as he did with any of his tasks). Students who represented Maynard at Boys and Girls State will attest to the learning experience and the impact the program had on their lives.

Soup, as well as other members of the American Legion Post 235, always saw that veterans who were ill, hospitalized or needed assistance of any kind were aided in whatever way feasible. Visiting veterans at the Veterans Hospital in Bedford was a priority. As he aged, other American

Legion members drove him to the hospital (Soup did safely drive in the Maynard area until his death at age 93.)

Every year Soup put on his uniform and marched in the Annual Memorial Day Parade. In later years, he opted to ride in an automobile. On one particular Memorial Day, he held the distinct honor of being the Parade's Grand Marshall.

It was Soup's duty, along with other members of the American Legion, to enlist and supervise the local Boy Scout Troops to place flags on the graves of Veterans buried in both Glenwood Cemetery and St. Bridget Cemetery. On Memorial Day, both cemeteries were grand with new flags flying at all veteran's graves accented by their family's colorful flowers. No veteran was left without a flag and, to this day, one needs only to call a member of the American Legion to take care of any veteran's grave that may have been missed.

- **Veterans Park** – The Town's Veterans Park was a genuine concern for Soup. It was important to him that the park be properly maintained and updated; in order to honor and show respect for the veterans listed there.
- **Flag Policeman** - Soup was lovingly known as Maynard's Flag Police – when he saw a torn or tattered flag flying throughout the Town, he would courteously leave the home or establishment a card which outlined the rules for flying an American Flag. In addition, the card would offer his assistance in replacing the "illegally" flying flag.
- **Maynard Lodge of ELKS** – Soup was an active member of the ELKS and in 1995, was head of their Veteran's Service Project. This project included such activities as visiting veterans at the Veteran Hospital in Bedford and providing them with necessary items and companionship.
- **Council on Aging** – Soup was a member of the Council on Aging (1987-2004) and for many years served as Chairman of the organization. Early on in the position of Chairman, Soup orchestrated fund raising events/bake sales etc. and was successful in accruing enough money to supplement funds from the State of Massachusetts in order to purchase a much needed Senior Van. The Van made it possible for the Council on Aging to transport Senior Citizens to important meetings and vital appointments.
- **Saint Bridget Parish and School** – Soup was a devoted and active member of Saint Bridget Parish and the Saint Bridget School Parent Association. As a member of the Parent Association, Soup spearheaded the process of applying for and securing a Gaming License from the State of Massachusetts to run a weekly BINGO Game as a fund raiser for the school. To this day, the BINGO Game continues to operate every Friday evening with proceeds benefiting the parish. He also assisted the American Legion and Elks Association in acquiring their respective Gaming Licenses. Additionally, he was active the Saint Bridget School Association's 425 Club which successfully raised funds used to bus students to school from adjoin towns.

In conclusion, let me quote a wise Fr. E. Corbett Walsh S.J. -- a few years ago, he spoke at a Memorial Day Service in Maynard giving testimony to veterans and those who have died. He called attention to the

dates that are inscribed on the headstones (Date of Birth and Date of Death). He said, "It is not these dates that are most important; it is what a person does with his/her life on the years between those dates that *is* significant." Soup Campbell exemplifies those words. He came from very humble beginnings in Pennsylvania and as a very young teen, worked in the Civilian Conservation Corp (CCC) to financially help his family during the Great Depression. Subsequently in 1935, he enlisted in the Army and honorably served his country for 30 years. As a member of the United States Army, he advanced to the highest rank (CWO) that an enlisted man was permitted to achieve. Tom Brokaw rightly labeled Soup's generation as *The Greatest Generation*. After retiring from the Army, he settled in Maynard and continued to diligently and faithfully serve veterans and the Maynard Community. Soup was a moral individual who deeply loved and served his family, his country and the Town of Maynard.

Respectfully submitted,

Elizabeth M. Duncan



Attachments:

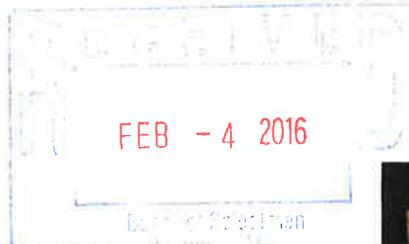
- Discharge Document
- Official Military Career Highlights
- Award of Bronze Star Medal
- BEACON Newspaper Article, May 26, 1988
- Letter from son-in-law, David J. Kauppinen
- Letter from grandson, Sean Kauppinen
- Letter from Marge Iannuzzo, Past Commander American Legion Post 235
- Letter from Robert R. Lee, US Army Vietnam Veteran
- Sample Annual Town Reports – Council on Aging and Veterans' Agent
- Miscellaneous pictures of Stewart Campbell

Date: February 2, 2016

To: Board of Selectmen

Subject: Maynard Sesquicentennial Celebration Planning:

- Appointment of a Sesquicentennial Celebration Committee.
- Funding appropriation to support above.



As noted by the date on the photo of the time capsule, a little over four years from now Maynard will begin its Sesquicentennial celebration year, culminating on April 19, 2021, the 150th anniversary of its incorporation as a town in its own right. Celebration of this important milestone in Maynard's history will require a dedicated effort involving town administration, boards and committees, residents, businesses and political figures over an extended period of time. It will also require public funding, although some or all of that may be recovered through donations, solicited sponsorships, program entry fees and sale of celebration items.

As reference, a copy of the 1971 Centennial celebration program is enclosed. That program included an entire week of events, concerts, and programs, culminating in a massive, multi-hour parade featuring local, regional and national organizations. The Centennial committee also produced a 234 page hard cover book documenting Maynard's growth from 1871 to 1971.

Several comments from past Maynard Town Reports are worth noting:

- A Historical Committee was established by Town Meeting vote in 1962, nine years before the Centennial, to produce a complete history of the town [Article 6, March 5, 1962 Town Meeting]. The same article voted \$500 to produce the 1871-1971 book.
- The Historical Committee became the basis of the Centennial Committee in 1968.
- Total appropriations for the Centennial were \$32,397.96, spread over three years. Proceeds from the celebration allowed the committee to return to the town \$32,227.80. Thus net cost to the town was \$170.16, not including the cost of the town history.

In order for this celebration to be appropriately planned, managed and funded, it is suggested that the Board of Selectmen establish a Sesquicentennial Committee and define its responsibilities and authority. Doing this earlier rather than nearer to the actual event dates should allow a better planned and managed event. This becomes particularly true if it is desired to have national organization participation, as these often schedule years in advance.

Your support of this initiative is requested.

Sincerely,

Historical
Commission

Jack MacKeen
Chair

Historical
Society

Dave Griffin
President

Cultural
Council

Tim Hess
Co-Chair

Economic Development
Committee

Dave Krijger
Chair

cc: Kevin Sweet, Andrew Scribner-McLean, Bill Nemser

MAYNARD CENTENNIAL CELEBRATION WEEK

June 26 — July 4, 1971

- JUNE 18 (Fri.)** - Centennial Ball - Concord Armory - 8 p.m. to 1 a.m. Ted Herbert's Orchestra
- JUNE 26 (Sat.)** - Opening Day Ceremonies: 2:00 p.m. - Town Building
Donkey Baseball Game - Crowe Park - 3:00 p.m.
Bicycle Race (25 miles) - 3:00 p.m.
Bean Supper - Maynard High School Cafeteria - 5 - 7 p.m. - Dance
- JUNE 27 (Sun.)** - Pancake Breakfast - Maynard High School Cafeteria
Ecumenical Services
Firemen's Parade and Muster - 12 Noon Crowe Park
Musical Concert (evening)
- JUNE 28 (Mon.)** - Home Coming & Senior Citizens Day
Belles Fashion Show (evening) - M.H.S. Auditorium
- JUNE 29 (Tues.)** - Industry Day
"H.M.S. Pinafone" - Maynard High School Auditorium - This Gilbert & Sullivan spectacular will commence at 8:00 p.m.

JUNE 30 (Wed.) - Youth Day (full program planned)
Maynard High School Alumni Banquet - Alphonse's Powder Mill Restaurant - 6:30 p.m.

JULY 1 (Thurs.) - Tour of Historic Homes
Spaghetti Supper - M. H. S. Cafeteria - 5 - 7 p.m.
Band Concert - Crowe Park
Square Dance - Green Meadow School - 8 p.m.

JULY 2 (Fri.) - International Day (Ethnic foods, dancing, skits and customs depicting the Town of Maynard.)

JULY 3 (Sat.) - Old-Time Picnic - Rod & Gun Club - 10 a.m. - 5 p.m.
Philadelphia Mummer's Band Concert - Alumni Field 7:30 p.m. - 8:30 p.m.

JULY 4 (Sun.) - Parade: 2:00 p.m. - (Float judging: 11:30 a.m.) Fireworks: 9:15 p.m. - Mill Pond Site

Join The Fun in '71