



**AGENDA**  
**Maynard Board of Selectmen Meeting**  
**Tuesday, March 15, 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) March 1, 2016

**3. Correspondence**

- a) Police Department monthly report, February 2016
- b) Fire Department monthly report, February 2016
- c) Board/Commission/Committee Vacancies updated 3/9/16
- d) Department of Public Work, notice of Town Wide Street Sweeping – Week of March 21<sup>st</sup>.
- e) By-Law Committee meeting, March 7, 2016
- f) Finance Committee meeting, March 7, 2016
- g) Planning Board meeting, March 8, 2016
- h) MRC Annual meeting, March 10, 2016
- i) MCC/MRC meeting, March 10, 2016
- j) School Committee meeting, March 10, 2016
- k) Board of Selectmen meeting – Joint with Finance Committee, March 14, 2016
- l) Finance Committee meeting – Joint with Board of Selectmen, March 14, 2016
- m) Zoning Board of Appeals meeting March 14, 2016
- n) Conservation Commission meeting March 15, 2016
- o) School Committee meeting, March 15, 2016
- p) Historical Commission meeting, March 15, 2016
- q) Community Preservation Committee meeting, March 16, 2016
- r) Legal notice, Planning Board, 31 Main Street, special permit relief from parking.
- s) Notice, Hydrant Flushing, shown list of street.
- t) Notice, Maynard Public Drinking Water
- u) Police Department, RAD Class call or email for details
- v) EDC, draft minutes, February 2, 2016
- w) Request for a Stop sign, at Reo Park
- x) MDAR, Governor Baker, Declares March, Massachusetts Maple Month.
- y) Massachusetts Emergency Management Agency notice of Potential Hazard Mitigation Grant.

# **AGENDA**

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

### **March 15, 2016**

- z) MassGrown and Fresher News – Spring is in the Air with a Taste of Maple and the Scent of Flowers.
- aa) Department of Environmental notice of noncompliance
- bb) DEP, Question and Answer guide to TTHM's, March 2016
- cc) Minuteman Senior Services, March 2016
- dd) Department of Housing & Community Development, notice of 5-year plan to expire on January 13, 2021.
- ee) MAGIC Annual Legislative Breakfast, April 29, 2016
- ff) Notice OARS, Wild & Scenic film Festival, March 30, 2016
- gg) Chamber Auction at Wedgewood Pines Country Club
- hh) 29<sup>th</sup> Annual Hudson Community Fest, June 11, 2016 - Hudson
- ii) ArtSpace invitation to Body of Armor

#### **4. Consent agenda**

- a) Proclamation; Founders Day (April 2016).
- b) Spring ArtWalk; Maynard Business Alliance, Saturday, May 7<sup>th</sup>, 2016

#### **5. Common Victualer & Entertainment License: Maynard Convenience**

#### **6. 7:10 pm Public Hearing: Thai Chilli House, LLC**

#### **7. Joint discussion with School Committee - Green Meadow Traffic Study Presentation:** Jason Sobel, Green International Affiliates, Inc.

#### **8. BEEP Grant Application: Haley Fritz**

#### **9. Economic Development Committee Update: Dave Krijger, Chairman EDC**

#### **10. Fire Station Follow-up Discussion**

#### **11. ATM/STM Article Update**

#### **12. Free Cash Recommendations**

#### **13. FY2017 Budget Discussion**

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

#### **15. Chairman's Report**

#### **16. Board Member Reports**

#### **17. Adjournment (9:00)**

#### **18. Executive Session; To deliberate upon strategy with respect to collective bargaining & negotiation with non-union personnel**

**AGENDA**  
**Maynard Board of Selectmen's Meeting**  
**March 15, 2016**

Respectfully submitted,



**Kevin Sweet, Town Administrator**

Special Meeting – March 29, 2016

Regular Meeting – April 5, 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, March 1, 2016  
Room 201, Town Hall  
Time: 7:00 pm**

**Present: Chairman, Chris DiSilva, Selectman Jason Kreil, Selectman David Gavin, Selectman Terrence Donovan, 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:**

Chair DiSilva commented on (2) events that happened in Maynard since our last meeting; The arrest of one of our Town employee, charged with rape of a child with force on Feb 25, 2016.

A bomb scare at Maynard High School on Feb 23, 2016. I would like to take this time to thank our Police Chief, Mark DuBois and Fire Chief, Anthony Stowers and staff for outstanding jobs they did under these stressful times. Also, the MHS School principal for his role in keeping our students and staff safe under their scare.

**Acceptance of Minutes, February 16, 2016**

**A motion was made by** Selectman DiSilva to approve the minutes of February 16, 2016 as shown. Second by Selectman Kreil. Vote 5-0. Motion approved.

**List of Correspondences (mail to the Selectmen's Office for March 01, 2016). A-V**

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

**Consent agenda**

- a) Request to use Crowe Park for seasonal baseball, Maynard Baseball Charitable Corp.
- b) Request for AVLL Parade and Opening Day of AVLL.

**A motion was made by** Selectman DiSilva to accept and approve the consent items as shown. Second by Selectman Egan. Vote 5-0. Motion approved.

**SENATOR JAMIE ELDRIDGE AND REPRESENTATIVE KATE HOGAN**

Senator Jamie Eldridge; working on the budget process for FY17 – facing gaps between ongoing revenue and the cost of maintaining current services and commitments. My priorities will be;

- Protect local aid to my cities and towns, including Chapter 70, Chapter 90, SPED circuit breaker, lottery aid, and prioritizing full funding for regional school transportation.
- Continue to work closely with my colleagues and Governor Baker to dramatically improve public transportation across Massachusetts, including the MBTA, RTAs, bus service, and roads and bridges.
- Maintain funding for vital social safety net services, including programs to help the homeless, low-income families, at risk children, those with disabilities, and the elderly.
- Begin to fully fund the recommendations of the Foundation Budget Review Commission.
- Continue to advocate for significant investments in capital infrastructure, including transportation, water, higher education, libraries, and public schools.
- Protect the environment, including water infrastructure, such that 1 percent of the budget is dedicated to the environment.

Encourage you to call or email with inquires, [james.eldridge@MAsenate.gov](mailto:james.eldridge@MAsenate.gov)  
[www.senatoreldridge.com](http://www.senatoreldridge.com)

Representative Kate Hogan: priorities for FY17 and information from Gov. Baker, Roads & Bridges calling for \$200 million program for cities and towns and a request for additional \$50 million for a five-year small bridge program.

- Local AID; budget shows increase 4.3% over fy16 = \$62,276.00 which would be \$1,510,550.00 from State lottery profit and Gaming Local aid fund.
- Chapter 70; Chapter 70 education-funding formula aims to ensure that every child in every district can receive an adequate baseline education. Maynard has an increase of 4.3% = \$4,628,123.00.
- PILOT Program; seeking funds for expanding use of Maynard & Acton's Senior Van Program. This funding will assist with the purchase of two additional vans and associated costs.
- Public Libraries; As Co-Chair of the Library Caucus, seeking a restoration for line item 7000-9406 / Technology & Resource Sharing that will bring us in line with FY15 levels, following \$600,000.00 in cuts during last year's debates.
- Massachusetts Association of Councils on Aging; As C-Chair of the Elder Caucus, I am seeking an additional \$1 per senior in FY1; which will increase the formula from \$8 per senior to \$12 per senior by FY20.
- Boys & Girls Club Alliance; this funding assists our Y's and B&G Clubs in their service to our communities with a special emphasis on children and youth.

**District / Legislative Priorities**

- 495/MetroWest Suburban Edge Communities Commission; now fully staffed and ready to hit the ground running. Maynard's rep. Town Administrator, Kevin Sweet.
- LYME Disease Hearing; hearing date is June 2, 2016 at the First Parish of Bolton, MA.
- Renewable Energy, provide residents with tools and resources to utilize solar energy.

- Opioid Legislation, Allow pharmacists to fill less than the prescribed amount of the most dangerous painkillers at a patient's request – limit a prescription for a first time patient to a seven-day supply.

**Proposed Amendment to H3371, An Act authorizing the town of Maynard to grant 6 additional licenses for the sale of all alcoholic beverages to be drunk on the premises and 1 additional license for the sale of wines and malt beverages not to be drunk on the premises.**

**A motion was made by** Selectman DiSilva move to accept the changes set forth in H3371 relative to the Home Rule Petition of the Home Rule Petition of the Town voted in Article 3 of the Special Town Meeting of the Town of Maynard, held on the 27<sup>th</sup> day of October in the year 2014, as being consistent with the vote at Town Meeting and is acceptable to the Town. Second by Selectman Kreil. Vote 5-0. Motion approved.

**Appointment interview, Recreation;** Adam Sherman

Note: candidate has the support of the other (3) members, Peter Falzone, Steve Jones, and Christine Bell.

Mr. Sherman outlined his interest in the position and suggested some improvement with which he can assist.

**A motion was made by** Selectman DiSilva to accept and approve the appointment of Adam Sherman to the Recreation Committee with a 2-year term, June 30, 2018. Second by Selectman Donovan. Vote 5-0. Motion approved.

**129 Parker Street – Concept Plan Presentation:** Capital Group Properties

Richard Rankin, CI Design 129 Parker Street, and Bob DiPietri Capital Group Properties.

Handout scale 1" = 100' copy of Total site area 58.39 Acres with Potential Uses. Second page color picture of site shows people, street greenery, cars and storefronts. Third page presented a previous site plan with the potential store, restaurants and housing tenants shown in place.

Note: 20 thousand feet – available for expansion only used 290,000

Donovan commented on greenspace – it is important to have walkers and buffer zone for living – sidewalks.

Kreil, entrance and exits in two places, previous plans had majority of traffic directed to main entrance.

Gavin, shift of senior living garages. Truck concern loading and unloaded at the Market 32 building.

Public comments, wide sidewalks for bikes – bike path, sound barrier and fence requirements. Bob D. all approved from 2009 plan.

Snow retention area

No trucks idling

Street will be widened on the 129 property for turning lanes in that area.

Jon Witten will help with the final draft for the MOA agreement language and back to BOS for March 15, 2016

#### **Draft Articles:**

TA, deadline is 4/1/16 we have a group of draft articles in the works need to finalize the revenue sources and capital project items from the free cash.

#### **Snow and Ice Shortfall**

This notification is required when snow and ice operations exceed the budget. Snow and ice is the only budget item allowed to run a deficit.

**A motion was made by** Selectman DiSilva to accept and approve the snow and ice shortfall for fiscal 2016. Second by Selectman Gavin. Vote 5-0. Motion approved.

#### **Illegal Dumping & Roadside Debris**

Items left at a closed business on Waltham Street from someone moving. Town needs to review policy and update the fines.

#### **Founder Day Update**

ATA, it is moving forward with a BEEP in process still in the works for 4/28/16

#### **Economic Development Updates; TA, Kevin Sweet**

- Staff has received several inquiries to BEEP grant. Potential projects have included outdoor seating.
- New convenience store “Maynard Convenience” being proposed at 39 Main Street next to Aubuchon

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

- Housing production plan has been adopted by department of housing and community development.
- Staff has written a grant to allow for preparation and funding of inclusionary zoning bylaw to require for both unit staff has written a grant request to an APC to allow for preparation and funding of inclusionary zoning bylaw. Determination of award expected within the next few weeks. Key provision of proposed bylaw will be requirement for provision of dedicated affordable units or contribution towards affordable housing fund. MAPC expertise is desirable in order to calculate both triggers to provide housing and calculate in Lieu of payments. If Grant is not awarded, staff will pursue other options with goal to prepare inclusionary zoning bylaw for fall Town meeting.
- Sterling Management prepared to present to BOS hoping to get on the Agenda possible next meeting.
- Tax worker working on a survey for golf course of all golfers (Sterling, Course, etc.).
- Aaron Miklosko has completed his second Massachusetts Public Procurement Official Class. He passed the test and is now qualified to manage construction purchasing for the Town.
- The Town has submitted a grant application to the Commonwealth DOR IT grant program the library for a needed wireless upgrade.

- ATA met with the dry cleaner and owner of the Pleasant Café regarding shared parking issues. Parking issue is unresolved but not a big issue. Super Bowl, pool tournaments, etc. cause issues. Both parties agree that some of the other cars belong to the folks using the laundry who are also at the bar while they are clothes are being washed and dried.
- Village memorial park redesign workshop was held February 25<sup>th</sup>.
- Staff is drafting a Complete Street policy for review by the BOS. A policy must be in place in order to request funding from the state. The town has been awarded a grant from MAPC to begin Complete Streets community outreach and education efforts. This is expected to begin in May.

#### **Chair Report –**

- Maple trees – rules – request that Maynard housing Authority use the same rules for any requesters in order to use trees here in Maynard. Note; the trees on Concord Street look awful.
- BOS Goals request update at next BOS meeting.
- MOA – What is the number Jon Witten has to work with for the 129 Parker Street Project.

#### **Board Member Reports**

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

- Noticed that the fence around the skate park is down. Is it in line with the new playground?

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

- Water & Sewer , wondering if we can get a timeline of the events regarding the water testing, when it was done, when we got notified, why we failed to tell the public sooner. Wants policy on this type of issue. CHAIR, clarified this issue. He let the Board know that before this meeting he had meeting with Rep Hogan, Senator Eldridge, Health Agent, and DPW. Town Staff and our consultant met with MASSDEP yesterday. Chain of events, to change of paperwork. A plan is in place TTHM's we flushed lines over weekend we took another round of test and will continue with another round. Thanks for summary. Since the Town has never seen this error before the Town followed the plan as to how this all played out. Town is getting a fact sheet from State and will post.

##### **Selectman Kreil:**

- Water requirements – it is a tier 2 issue. Maynard is not happy but we will do all that is needed. Reverse 911 calls' this showed we need to update a few new numbers to our system. We need to work with DPW on Standard Operating Procedures regarding notification. We do not want to scare our residents we need to have better plans in place. Keep. No danger to drinking the water.

##### **Selectman Donovan:**

- Along the way, we had another main water break on Great Road over the weekend

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

**Executive Session:** To deliberate upon strategy with respect to complaint against town employee, on-going litigation matters & negotiation with non-union personnel.

**Roll Call;**

Gavin	Yea
Egan	Yes
DiSilva	Yea
Donovan	Yea
Kreil	Yea

After the Executive Session, the meeting will not reconvene.

Time: 9:45 pm

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

Date:

\_\_\_\_\_  
Selectman, \_\_\_\_\_, Clerk

Initials: BJM



## **Maynard Police Department**

Chief Mark W. Dubois

To: Board of Selectmen

### Monthly Report – FEBRUARY 2016

On February 3<sup>rd</sup> we held our annual department training day. The entire staff spent the day covering various current topics. I started the day with a summary of a presentation that the command staff and I attended last month by Gordon Graham. His presentation of Risk Management is complex so I provided the highlights and focused on tangible achievements we could attain as a department. Grahams' recommendation to implement a "system" to standardize as many tasks and duties as possible was the theme of the day. A comparison of a "system" to what we recently achieved in "Accreditation" and how those both are very similar was part of the discussion. A system includes policies and procedures making it easy for all employees to follow and reduces risk in the overall services provided by the agency.

The highlight of the day was a health and nutrition presentation from a nutritionist provided by the town's insurance company, MIIA. Jen Fournier is a registered dietitian and was extremely interesting. She discussed a variety of health related issues and prevention methods specific to law enforcement. She even cooked a meal for the entire group as part of her demonstration.

The last part of the training day dealt with mental health. The staff learned about dealing with stress and coping strategies for a variety of concerns. This was another presentation provided by the towns insurance company.

Attached are the police department statistics for February 2016

Respectfully submitted,

Mark Dubois

### Call Reason Breakdown

<u>Call Reason</u>	<u>Self</u>	<u>Disp</u>	<u>Total</u>
911 Call/Abandoned/Hang up	0	7	7
Alarm - Smoke Detector	0	17	17
Alarm - Business	0	18	18
Alarm - Residential	0	5	5
Alarm - Carbon Monoxide	0	4	4
Animal Complaint	1	21	22
Area check	469	0	469
Assault	0	1	1
Assist Citizen	1	10	11
Assist Fire Dept.	0	1	1
Assist Other Agency	0	1	1
Attempt to locate	0	1	1
B & E (Past)	0	1	1
Bomb Scare	0	1	1
Box Plug Out	0	26	26
Box Plug In	0	14	14
Prisoner Cell Checks	0	7	7
Building Check	279	0	279
Cruiser Maintenance	9	0	9
Court Paperwork Received	0	13	13
Civil Dispute	0	2	2
DIRECTED PATROL	9	0	9
Disturbance	0	5	5
Disabled MV	3	6	9
Domestic	0	1	1
Dumping, Illegal	0	1	1
Escort / Transport	0	6	6
Explosion/Fire Works	0	1	1
Alarm - Box	0	13	13
Fire, Structure	0	1	1
Fire, Other	0	2	2
Follow Up Investigation	10	10	20
Odor of Natural Gas	0	4	4
General Service	1	18	19
Hazmat Incident/Spill	0	1	1
Harassing / Harassing Calls	0	3	3
Hazard	0	13	13
Juvenile Offenses	0	1	1
Larceny	1	0	1
Locked Out	0	2	2
Lock-in	0	1	1
Medical Emergency	0	70	70
Missing Person	0	1	1
Mutual Aid - EMS	0	3	3
Mutual Aid - Fire	0	3	3
Mutual Aid - Police	0	1	1
MV Accident w/ no injury	0	11	11
MV Accident w/Injury	0	2	2
MV Acc. Property Damage Only	0	1	1
MV Complaint	0	8	8
MV Accident Hit & Run	0	1	1
MV Stop	189	0	189
Noise Complaint	0	4	4
Notification	0	2	2
Open door	0	2	2
Serve Paperwork	2	2	4
Parking Complaint	4	6	10
Personnel Entry	0	5	5
Property Release	0	4	4
Property Damage	0	1	1
Found / Lost Property	0	6	6

Maynard Police Department  
Dispatch Analysis

Page: 1  
Printed: 03/01/2016

Prisoner Released	0	3	3
PRISONER TRANSPORT	0	3	3
Private Tow/Repossession	0	3	3
Radar Enforcement	126	0	126
Serve Restraining Order	0	2	2
Section 12/Psych.Emergency	0	1	1
Shoplifting	0	1	1
Serve Summons	4	3	7
Suspicious Person	0	1	1
Suspicious Activity	0	16	16
Suspicious Vehicle	3	3	6
Threatening to Commit a Crime	1	1	2
Traffic Enforcement	42	0	42
Traffic Control	0	1	1
Traffic Hazard	0	9	9
Trouble Alarm	0	13	13
Test Call	0	5	5
Vandalism	0	2	2
Serve Warrant	1	2	3
Water Problem	0	8	8
Well Being Check	0	15	15
Wire Down/Tree Down	1	43	44
<b>TOTAL</b>	<b>1156</b>	<b>507</b>	<b>1663</b>

### Case Assignment Breakdown

<u>Type Of Case</u>	<u>Total</u>
Incidents	42
Accidents	12
Arrests	8
Citations	68
EMS	0
Field Interviews	0
Fire Incidents	0
<b>TOTAL</b>	<b>130</b>

Percent of Calls Where Case Num. Assigned:

TOWN OF MAYNARD  
ACO SUMMARY REPORT  
MONTH OF FEBRUARY, 2016

**TOTAL NUMBER CALLS HANDLED**

**40**

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# Complaint Calls

6

# Lost Dog Calls

# Lost Cat Calls

# Other Cat related calls

# Animal / Wildlife Calls

5

# Miscellaneous Calls

23

**TOTAL # ANIMALS PICKED UP**

**2**

Total # dogs not licensed

2

Total # dogs not claimed

# still in dog officer custody

#surrendered to Humane Shelter

**TOTAL # HUMAN BITE CALLS**

**TOTAL # ANIMAL -> ANIMAL BITE**

10 Day Quarantine Order -Human Bite

ISSUED 0 / RELEASED 1

10 Day Quarantine Order -Animal Bite

ISSUED 0 / RELEASED 0

45 Day/6 Month Quarantine Orders

ISSUED 1 / RELEASED 2

**TOTAL # CITATIONS ISSUED**

# No license citations

# Leash Law/Dog not under owner control

# Other Offense

# Court summons processed

Submitted by:

Jennifer Condon - Animal Control Inspector/Officer



# MAYNARD FIRE DEPARTMENT

Fire Chief  
Anthony Stowers

## Monthly Report

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### FEBRUARY 2016

#### FIRE RESPONSE AND OTHER FIRE DEPARTMENT ACTIVITIES

Number of requests for emergency service from February 1, to February 29, was 149 resulting in over 250 emergency responses and a total of 661 additional activities or service requests for the month. The requests break down for the month break down as follows:

Fire and Emergency Incidents:	149
In-house Training Classes/other training:	66
Fire Safety Inspections-Pre-fire Plans other Fire prevention	141
Administrative/Other:	369
Station/Vehicle Maintenance	105
Total activities for February:	810

#### 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 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 with new firefighters on Water and Ice rescue.

## ACTIONS OF NOTE:

We have seen another 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.

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

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.

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

### Boards/Commission/Committee Vacancies (#'s of openings)

Green Communities Committee (2)	Vacant	Position
Council on Aging (2)	Vacant	Position
Community Preservation Committee (1-need)	Vacant	Position
Recreation Commission (1)	Vacant	Position
Appeals, Board of (2 Alternates)	Vacant	Position

Please contact Becky Mosca with interest in any position.

[bmosca@townofmaynard.net](mailto:bmosca@townofmaynard.net)



## 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**

**Cemetery/Parks/Forestry**

**Water & Sewer**

**WWTP**

### **Public Service Announcement**

#### **Attention Maynard Residents**

### **2016 ANNUAL TOWN-WIDE STREETS SWEEPING**

Please be advised that the 2016 annual Town-wide streets sweeping begins on Monday, March 21, 2016. We expect the sweeping to take four to six weeks, weather dependent. Our sequence of sweeping will be as follows:

1. Business District/Main Street Area
2. Fletcher St. Area
3. Vose Hill Area to Sudbury Town Line
4. Old Marlboro Rd Area
5. Presidential Area
6. Butler, Crane, Douglas Terraces etc.
7. Elmwood, Fairfield, Thompson etc.
8. Glendale, Prospect Tremont & Concord St Area
9. Upper Acton Area, Maple, Brooks Linden
10. Lincoln, Brooks, Mayfield, Amory, Randall Areas
11. Mockingbird, Dix, Durant, Patti Area
12. Howard, Florida, Summerhill
13. Pine, Spring, Sudbury

**If possible, we request that you do not park your cars on the streets until your neighborhood has been swept.**

The above sequence puts the sweeper in these general areas, all streets in or near the above list will be swept while the sweeper is in that area. The DPW wants to thank you in advance for your cooperation and patience. Should you have specific questions or concerns, please call the Department of Public Works at (978) 897-1317.

Date Posted

3 March 2016

## 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)

### By-Law Committee

Address of Meeting:

**Room: 201 of Municipal Building**

**To be held Monday, 7 March 2016 at 7:15 PM**

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

1. Minutes
2. Chairman's report
3. Update on warrant articles for Annual Town meeting
4. Preparation of Committee Report
5. New business

Chairperson: William Kohlman

Posted by:

Date:

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 \_\_\_\_\_ Mar \_\_\_\_\_ 7 \_\_\_\_\_ 2016 \_\_\_\_\_ 7:00 \_\_\_\_\_ PM  
Day of week \_\_\_\_\_ Month \_\_\_\_\_ Date \_\_\_\_\_ Year \_\_\_\_\_ Time \_\_\_\_\_ Circle One  
(Circle One)

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

1. Approve Minutes of previous Meeting(s): \_\_\_\_\_  
(Meeting Dates)

2. Old Business Topics: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. New Business Topics: \_\_\_\_\_

Review FY17 budgets for Public Safety  
Review overall FY17 TA budget, income assumptions

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

**THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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



**TOWN OF MAYNARD**  
**Office of Municipal Services**

**Meeting Notice**

195 Main Street

Maynard, MA 01754

Tel: 978-897-1302

Fax: 978-897-8489

[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

Town Clerk's Stamp

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***Planning Board Meeting Agenda – 7:00 PM March 8, 2016***  
***195 Main Street, Maynard - Room 201***

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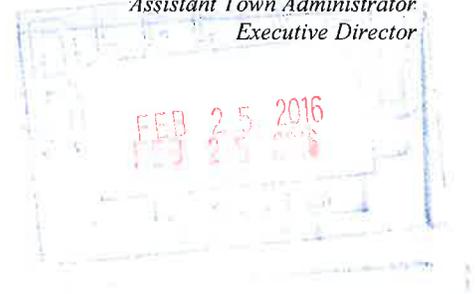
- 1. 07:00 - Call to order**
- 2. Additions/deletions/reordering of agenda**
- 3. Bond Approval Request – Keene Ave. Subdivision**
- 4. Determination of Minor or Major Modification – 213 Main Street**  
Hancock Associates is requesting the Planning Board make a determination if a proposed change to the approved Special Permit and Site Plan for the subject property constitute a major or minor modification.
- 5. Continued Public Hearing – Site Plan Review and Special Permit Request:**  
In conjunction with a Site Plan Review request for a change of use, the petitioner (Open Table Inc., PO Box 42 Concord, MA 01742) is requesting a Special Permit allowing relief from parking standards as permitted by Section 6.1.3 of the Zoning By-laws, for property located at 33-37 Main Street (former Aubuchon Hardware).
- 6. Continued Public Hearing – Special Permit Request**  
The petitioner DG Custom Homes, LLC., Maynard, MA 01754 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 (Multi-family residence in the General Residence Zoning District). The property is located at 51 Summer Street, Maynard, MA 01754.
- 7. Other Business –Discussion items from Board**
- 8. Town Planner Updates**
- 9. Correspondence – Review/questions**
- 10. Adjourn**

**This Agenda is subject to change**  
**Bernard Cahill, Chairperson**  
**Posted by: Bill Nemser, Town Planner**  
**Date: March 3, 2016**



**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, March 22, 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 Damon Amato, 110 Maple Lane, Northborough, MA 01532.

The petitioner is proposing development of a mixed-use property which will include new residential and commercial space in addition to the renovation of the existing structure. The subject property is located at 31 Main Street, Maynard, MA 01754 and is within the Downtown Overlay District. The petitioner is requesting:

**A. Site Plan Approval**

**B. Special Permit – Relief from parking standards**

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

*Maynard has many new and exciting opportunities  
in store for our volunteers this coming year!*

medical  
reserve  
corps



# MRC VOLUNTEER ANNUAL MEETING

**March 10<sup>th</sup> at 7:00PM**

*Lower-Level Meeting Room at Town Hall*

**ALL VOLUNTEERS**—past, present and future  
are encouraged to attend—*bring a friend!*

- ☑ **2015/2016: The Year in Review**
- ☑ **2016-2017 Calendar of Events/Training**—*several new volunteer opportunities this year!*
- ☑ Registration forms for **new volunteers** will be available
- ☑ **Re-badging** services will also be offered on site for current volunteers
- ☑ **MA Responds Volunteer Database** updates—*how to register and/or update your profile*
- ☑ **Light refreshments** will be served
- ☑ **Re-connect, re-charge and renew** yourself as a volunteer!



*For questions, please contact:  
Stephanie Duggan, MRC Coordinator  
sduggan@townofmaynard.net or 978-897-1355*

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

TOWN OF MAYNARD

MEETING NOTICE

Posted in accordance with the Provisions of MGL 30A §§18-25

MAYNARD CITIZENS CORP/MEDICAL RESERVE CORPS

Address of Meeting: Town Hall

Room: Municipal Services Meeting Rm

M T W **Th** F  
Day of Week      March 10, 2016  
Month          Day          Year

Time: 6:00pm (Note change )

**Agenda or topics to be discussed listed below (that the chair reasonably anticipates will be discussed)**

1. **Approve Minutes of Previous Meeting; February , 2016**
2. **Region 4A / MEMA updates:**
3. **Town Updates:**
4. **Newsletter**
5. **Training Updates**
6. **Annual Meeting Agenda Update**
7. **NEW BUSINESS TOPICS**  
**Date of Road Race**
8. **Other**  
**Annual Appointments**
8. **Adjourn –**

**NEXT MEETING: April 14 2016 at 6:00 PM in Municipal Services Meeting Room followed by CPR Training**

**THIS AGENDA IS SUBJECT TO CHANGE**

**CHAIRPERSON(S)**

Jan Hales  
Mary Ellen Quintal

# MAYNARD PUBLIC SCHOOLS

3-R Tiger Drive,  
Maynard, MA 01754  
[www.maynardschools.org](http://www.maynardschools.org)

Robert J. Gerardi, Jr. Ph.D.  
Superintendent of Schools  
Voice: (978) 897-2222 Fax: (978) 897-4610  
email: [rgerardi@maynard.k12.ma.us](mailto:rgerardi@maynard.k12.ma.us)



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## MAYNARD PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING FOWLER SCHOOL LIBRARY MARCH 10, 2016 7:00 P.M.

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

### AGENDA

1. Minutes
2. Chairman's Report
3. Superintendent's Report
4. Student Representative Report
5. Citizen's Comments
6. 2016-2017 School Calendar Update
7. School Committee Budget Subcommittee Update
8. School Committee Curriculum Subcommittee Update
9. Tentative Job Postings
10. MOU, Dujiangyan Schools, Sichuan, China
11. Citizen's Comments
12. Member's Comments/Questions

Chairperson: Dawn Capello  
Posted by: Colleen Moore  
Date: 03/07/16

Date Posted March 9, 2016

## 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: Town Hall

Room: 201 Michael J. Gianotis

	<b>MARCH</b>		<b>14</b>	<b>2016</b>	<b>7:00 PM</b>
<b>M T W T H F</b>	Month	Date	Year	Time	AM/PM

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

- 1. Fire Station Feasibility study presentation and report, joint with Finance Committee**

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Chris DiSilva

Posted by: Becky Mosca

Date: March 9, 2016

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 \_\_\_\_\_ Mar \_\_\_\_\_ 14 \_\_\_\_\_ 2016 \_\_\_\_\_ 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: \_\_\_\_\_

Fire station feasibility study presentation and report, joint with Board of Selectmen  
Review of FY17 General Government budget

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

**THIS AGENDA IS SUBJECT TO CHANGE**

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

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

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



**TOWN OF MAYNARD**  
**Office of Municipal Services**

**Meeting Notice**

195 Main Street

Maynard, MA 01754

Tel: 978-897-1302

Fax: 978-897-8489

[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

Town Clerk's Stamp

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***Zoning Board of Appeals Board Meeting Agenda – 7:00 PM***

***March 14, 2016***

***195 Main Street, Maynard - Room 101***

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- 1. 07:00 - Call to order**
- 2. Public Hearing (continued from February 29): Special Permit Request (alteration of a non-conforming structure) - 51 Summer Street.**

**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.

- 3. Town Planner Updates**
- 4. Correspondence – Review/questions**
- 5. Adjourn**

**This Agenda is subject to change**  
**Paul Scheiner, Chairperson**  
**Posted by: Bill Nemser, Town Planner**  
**Date: March 09, 2016**

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

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

Maynard Conservation Commission

Maynard Town Hall  
Municipal Services Conference Room (basement)  
TUESDAY, March 15, 2016 at 6:30 PM

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

**ADMINISTRATIVE BUSINESS:**

- Review minutes from 03/01/2016

**PUBLIC HEARING:**

- none

**WETLANDS/STORMWATER ISSUES:**

- Stormwater management decision for 109 Powder Mill Road
- 51 Summer Street stormwater management review
- Review Site Plan review for 31 Main Street
- Stormwater Management draft regulations

**LAND MANAGEMENT:**

- Sid's airfield correspondence
- Formalizing conditions for sculptures in Carbone Park

**BUSINESS:**

- Provide original signature page for 129 Acton St. OOC, DEP file # 213-0265
- Riverfest scheduled for June 17-19

**Mail of note:**

- None

**Upcoming Meetings:**

- Next Conservation Commission meeting, **April 5, 2016**.
- MSMCP brown bag meeting, **March 23, 11-1**, Lincoln Town offices, ACOE discussion on "waters of the commonwealth"

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Mr. Fred King

Posted by: Linda Hansen, agent

# MAYNARD PUBLIC SCHOOLS

3-R Tiger Drive,  
Maynard, MA 01754  
[www.maynardschools.org](http://www.maynardschools.org)

Robert J. Gerardi, Jr. Ph.D.  
Superintendent of Schools  
Voice: (978) 897-2222 Fax: (978) 897-4610  
email: [rgerardi@maynard.k12.ma.us](mailto:rgerardi@maynard.k12.ma.us)



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**MAYNARD PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
JOINT MEETING WITH  
MAYNARD BOARD OF SELECTMEN  
MAYNARD TOWN HALL  
MICHAEL J. GIANOTIS ROOM 201  
MARCH 15, 2016  
7:00 P.M.**

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

## AGENDA

### **1. Green Meadow Traffic Study**

**Chairperson: Dawn Capello  
Posted by: Colleen Moore  
Date: 03/11/16**

**TOWN OF MAYNARD**

**MEETING NOTICE**

**Maynard Historical Commission**

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

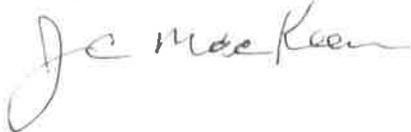
**Tuesday, March 15, 2016 at 7:00 PM**

**Agenda or Topics to be discussed:**

- 1. Approve Minutes of previous meeting(s):** February 16, 2016
- 2. Old Business Topics:**
  - Demo Delay By-law: review and update significant properties list (All); report on PB presentation (Jack); and PZRR discussion (Dave); discuss schedule of events to promote (All).
  - MACRIS progress review: Lee
  -
- 3. New Business Topics:**
  - Founder's Day: Status and support after 2016
  -
- 4. Other:**
  - Member concerns
- 5. Next regular meeting:** April 19, 2016

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson: Jack MacKeen



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

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

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

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

Maynard Community Preservation Committee  
**PUBLIC MEETING NOTICE**

Maynard Town Hall, Room # 101 (lower level)  
**Wednesday, March 16, 2016 at 7:00 PM**

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

**CALL TO ORDER:**

**ADMINISTRATION:**

- Review and approve minutes from previous meeting
- Discussion of Administrative aide
- Other Administrative issues

**CORRESPONDENCE:**

- Mail received

**7:30 PM PUBLIC HEARING:**

- Discussion and decisions on CPA project applications
  - restoration
  - allotment
  - Irrigation Study
  - Playground project
- Public Hearing close

HR022-16 – ArtSpace Cupola

OS015 -16 – Conservation Fund

REC028-16 – Fowler Lent Field

REC029-16 – Green Meadow School

**BUSINESS:**

- Financial Subcommittee update and review updated funding buckets
- Update on ongoing projects
- Review new warrant articles?
- New/Old Business

**Upcoming Meetings:**

- Determine next regularly scheduled meeting.

**THIS AGENDA IS SUBJECT TO CHANGE**

Posted: M. John Dwyer, CPC Chairman



**TOWN OF MAYNARD**  
**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)

*Christopher Okafor*  
*Director of Operations*

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*Administration*

*Highway Department*  
*WWTP*

*Water Department*

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## **Hydrant Flushing**

The Town of Maynard will be flushing hydrants during the day starting on Monday, February 29, 2016 from 9:00 a.m. to 3:00 p.m. This will allow our employees to flush a greater number of hydrants during the day.

Hydrant flushing is done to remove sediment from the pipes in order to maintain water clarity and quality in the distribution system. Flushing also allows the Public Works Department to test the hydrants to ensure adequate flow and pressure.

While flushing hydrants near your home you can expect to see a temporary discoloration of water in your home. High velocity flows scour particles (sediment) from inside the water mains. While most of the sediment is flushed from the pipes, a small amount will remain suspended in the water. This sediment is harmless and the water may be safely consumed. The discoloration will dissipate quickly. After we have finished flushing in your area, please run your water faucet to flush out the service line to your house.

Discolored water will stain light colored laundry. Once hydrant flushing is done in your area, please make sure that both your hot and cold water are running clear. There are a number of products at the hardware or grocery store that can be added to your laundry to prevent stains. Some of these products are Iron Out, Rust Be Gone, and Yellow Out.

**The following list of streets will be flushed during the week of February 29, 2016 starting on**

**Tuesday**

**Powder Mill Road, Douglas Ave., Butler Ave., Crane Ave., Russell Ave., Garfield Ave.,  
Bates Ave., Winthrop Ave., Dawn Road, Glen Hill Road, Glenview Terr.,  
Pine Crest Terr., Bellevue Terr., Birch Terr., Woodbine Terr., and Powder Mill Circle**

If you have any questions or concerns, please do not hesitate to contact the Department of Public Works at 978-897-1317.



## 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)

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

### **IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER TO ALL CUSTOMERS OF THE MAYNARD PUBLIC WATER SYSTEM** **Total Trihalomethanes (TTHMs) Drinking Water Update**

*This is an important notice - please translate it for anyone who does not understand English.*

This is to advise our customers that our water system is in noncompliance with the drinking water standards for Total Trihalomethanes (TTHMs). Although this is not an emergency, as our customers, you have a right to know what happened, what you should do, and what we are doing to correct the situation.

Under the revised Disinfection By-Product Rule Stage 2 (DBPR) requirements we are required to monitor the drinking water for TTHMs levels on a quarterly basis (once every three months) at four approved locations. The results of last quarter's sampling which were received on December 16, 2015 show that our system exceeds the standards or maximum contaminant level (MCL) for TTHMs at one of the four locations. The standard for TTHMs is 80 parts per billion (ppb) and is determined on a quarterly basis by averaging the results collected by our system at each location for the last 12 months. The average level of TTHMs at sample location DBP1 (located in the East end of town) over the 12 months period was **89 ppb**, which exceeds the compliance limit.

**What does this mean?** This is not an immediate risk. If it had been, you would have been notified right away. However, pregnant women, infants, and women of childbearing age may be at increased risk and should seek advice from their health care providers if they have any concerns. **Some people who drink water containing (TTHM) trihalomethanes in excess of the MCL over many years may experience problems with their liver, kidneys, or central nervous system, and may have an increased risk of getting cancer.**

**What happened? What is being done?** TTHMs are a byproduct of chlorine disinfection which forms when chlorine combines with natural organic matter found in water supplies. TTHMs levels can vary depending on a number of factors including the amount of chlorine used, amount of organic plant material in water sources, temperature, and seasons. We must control TTHM levels while also maintaining appropriate levels of disinfectant in the water necessary to avoid bacterial issues. Our water system is working with MassDEP on determining the cause of the elevated levels, with the intention of correcting the issue.

- Some activated carbon type filters can help remove or lower chlorine and TTHM levels. For more information on filters please refer to US EPA Filtration Facts at:

[www.epa.gov/sites/production/files/2015-11/documents/2005\\_11\\_17\\_faq\\_fs\\_healthseries\\_filtration.pdf](http://www.epa.gov/sites/production/files/2015-11/documents/2005_11_17_faq_fs_healthseries_filtration.pdf)

- You can also contact the US EPA Safe Drinking Water Hotline at 1-800-426-4791

For more information please visit our website at [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov) or contact Tim Mullally, Water & Sewer Foreman at (978) 897-1317 or email [tmullally@townofmaynard.net](mailto:tmullally@townofmaynard.net)

*Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

**This notice is being sent to you by the Town of Maynard Public Water System  
PWS ID# 2174000**

**Date Distributed: February 25, 2016**

# R.A.D Physical Defense for Women

WILL YOU  
SURVIVE AN  
ATTACK?

## COURSE:

12 hour course presented in three 4-hour sessions

\$20 per person (optional donation)

Limited space is available

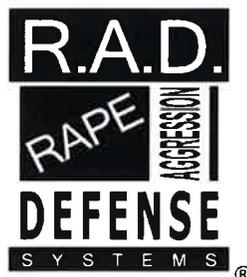
enroll today!!

*RAD is Rape Aggression Defense Systems*

12 class hours include:

- ✚ Awareness
- ✚ Prevention
- ✚ Risk Reduction
- ✚ Avoidance
- ✚ Hands-on self-defense training
- ✚ RAD is not a martial arts program
- ✚ Courses are taught by **CERTIFIED  
RAD INSTRUCTORS**

For More information contact  
Detective Sweeney  
Maynard Police Department  
197 Main St  
Maynard, MA, 01754  
Ph: 978-897-1011  
csweeney@maynardpolice.com



# Rough Draft

## Minutes of 2/2/16 Maynard Economic Development Committee, 8 am.

Meeting called to order at 8:03 am.

**Members present:** Dave Krijger, Bill Nemser, Ron Calabria, Jack MacKeen, Lynda Thayer, Paul Nickelsburg, Sarah Cressy, Andrew Scribner-McLean, and Rep. Hogan.

Others present: Carla Stover (Middlesex Savings Bank) and Michelle Ciccolo (The Ciccolo Group, LLC)

### Minutes

January 2016 minutes were unanimously approved.

### Visitor: Michelle Ciccolo, President & CEO, The Ciccolo Group, LLC

Ciccolo has over two decades of experience in the public sector. She served for 14 years as the Asst. Town Administrator for Hudson, and segued into a PT Director of Community and Economic Development for another 6 years. During her tenure in Hudson, Ciccolo spearheaded the—Senior Center Renovation (\$5.5M), Route 85 Upgrade (\$11M), the Coordination of the Assabet River Rail Trail, Town Hall Renovation, the creation of a Riverfront Park (with a gazebo and splash & skateboard parks), and a multi-year Downtown Renovation Project. Michelle and her staff also created an award winning master plan. Additionally, Ciccolo is the former president of MAPC, and presently serves on Lexington’s Board of Selectmen (BOS). Ciccolo currently operates a planning and community development firm in the greater Boston area. Ciccolo shared the following insights. For the most part, subject matter could be divided into two categories—economic development and parking.

### Economic Development

Create the right climate, then get out of the way.

Make sure that regulations are business friendly.

Take a holistic approach—don’t be in a rush to get things done or mistakes will be made.

Become a community data bank.

Second floor conversion to residential strengthens downtowns with 24/7 activity.

Always keep walkability and complete streets concept in mind.

MacKeen asked who in Town Hall should be responsible for economic development. Ciccolo responded that in Maynard’s case, it would most likely fall under the purview of the planner. Ciccolo also mentioned that unlike other town committees, the MEDC has no real authority (via Town Charter). Its ultimate purpose is to be a community think tank that advocates for change and supports staff with implementation. However, sometimes it’s really useful to utilize an “outside expert.”

### Parking

Someone, or some department, needs to manage parking.

Keep lots well lit.

Find ways to convince people to park outside of the central parking areas.

First half an hour of parking should be free.

Look at handicapped parking, is it still in a relevant place. Do you have an aging population?

Investigate new “smart” meters.

Consider creating a parking benefit district, where meter revenue is utilized to pay for new meters, etc. Highly recommends Nelson Nygaard for Parking Studies. They did both Lexington and Hudson studies.

General Rule of Thumb. 90% of lot parking and 85% of street parking needs to be occupied to be deemed a shortage.

#### **Other**

Ciccolo applauded Maynard for their work on community branding, their utilization of overlay district spot zoning, and their defined community development principles.

#### **Annual Report**

Annual Report is due in February. Jack MacKeen has the format, Hogan’s Office will assist if needed. Dave will write.

#### **Mission Statement**

The Committee reviewed and unanimously approved the proposed mission statement.

#### **Proposed Objectives and Strategies for 2016**

The Committee reviewed the proposed objectives and strategies. Scribner-McLean suggested that we change the primary objective as follows: “~~Understand and~~ Improve Maynard’s Economic Competitive Position.” The Committee unanimously approved the Objective as modified.

#### **Maynard Sesquicentennial Celebration**

MacKeen presented a letter advocating the planning for Maynard’s 150<sup>th</sup> anniversary. He informed the group about activities for Maynard’s 100<sup>th</sup> Anniversary, and suggested a similar program for the 150<sup>th</sup>. MacKeen asked for support from the MEDC. A motion to support was made by McLean, and seconded by Rep. Hogan. The MEDC unanimously voted to support MacKeen’s sesquicentennial proposal.

#### **Other**

Members commented that it was refreshing to hear an expert (Ciccolo) confirm that we’re on the right path, particularly in regards to complete streets and planned zoning.

Rep. Hogan suggested Paul Matthews, 495 Partnership, as a speaker in March. Paul would address current initiatives for “edge communities.” Joe Kueffler was also suggested as a future speaker.

Meeting adjourned at 9:33 am.

Minutes compiled and submitted by Sarah Cressy and Andrew Scribner-McLean

[REDACTED]

---

**From:** Meghanne Cole <meghannees@hotmail.com>  
**Sent:** Wednesday, March 02, 2016 10:47 AM  
**To:** [REDACTED]  
**Subject:** Need a new stop sign

Good day [REDACTED]

I was hoping you could provide guidance to me on how to go about having a 3 way stop designated at the Reo Rd playground. I had inquired last summer with the DPW and they informed me that they could only replace existing stop signs and not create new intersections but that they would pass my request along to the Board of Selectmen. I have not heard anything back nor have I followed up on it again until now though the topic of needing one comes up in parent conversation at the playground quite frequently. Talk doesn't get much done though, does it?!

The playground sits at what has become a dangerous corner. The parking lot doesn't have great visual when taking a right from Mockingbird onto Reo. As parents we feel that the presence of the fence around the playground has contributed to giving drivers a false sense of security to drive quickly through the area without so much as a pause before making their turns. Additionally, the home across Mockingbird has installed a solid white fences and the bushes across Reo at Mockingbird are dense and extend into the road blocking sight for turning cars there as well. If there were not a playground it may just be one of those iffy corners, but as the beautiful new playground IS there and draws many families with young children (who are not best knows for their abilities to listen, follow directions, and pay attention) we are hoping the town will see fit to give this area the attention it needs to be a safe place for all!

Thank you for your time,  
Meghanne Cole

**Becky Mosca**

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**From:** Richard.LeBlanc@state.ma.us  
**Sent:** Wednesday, March 02, 2016 8:54 AM  
**To:** Becky Mosca  
**Subject:** MDAR: Governor Baker Declares March "Massachusetts Maple Month"



**Commonwealth of Massachusetts**  
**Executive Office of Energy and Environmental Affairs**

Governor Charles D. Baker  
Lt. Governor Karyn E. Polito  
Secretary Matthew A. Beaton

**Press Release Contact:** Katie Gronendyke — 617-626-1129 or [katie.gronendyke@state.ma.us](mailto:katie.gronendyke@state.ma.us)

## **Governor Baker Declares March “Massachusetts Maple Month”**

**BOSTON** - March 1, 2016 – Governor Charlie Baker has declared March “Massachusetts Maple Month” in an effort to support the Commonwealth’s many maple producers and encourage Massachusetts residents to purchase locally-produced maple products.

“Creating maple syrup is a time-honored Massachusetts tradition that the more than 300 maple syrup producers in the Commonwealth keep alive,” **said Governor Charlie Baker.** “I encourage residents to support our local maple syrup producers and purchase delicious Massachusetts maple products.”

“The income of our dairy farms is supplemented by the production of maple syrup, making it not only the first agricultural crop of the season but also one of the most important,” **said Lieutenant Governor Karyn Polito.** “By declaring March as Massachusetts Maple month, we hope everyone will take part in recognizing the importance of the Commonwealth’s maple producers.”

“Maple syrup is an inherently sustainable agricultural product because healthy, well-maintained trees can be tapped for over 100 years,” **said Energy and Environmental Affairs (EEA) Secretary Matthew Beaton.** “The Baker-Polito Administration is proud to recognize and support the maple syrup producers that help protect our environment and contribute to the Commonwealth’s vibrant agricultural and tourism industries.”

Massachusetts is home to approximately 300 maple syrup producers, including many who are open to the public throughout the sugaring season. Last year approximately 75,000 gallons of maple syrup worth more than \$4.3 million was produced across the Commonwealth, according to the National Agricultural Statistics Service. Approximately \$1.9 million in revenue is generated by maple farms, restaurants, bed and breakfasts, country inns, and other attractions in farm communities. Additionally, Massachusetts sugar makers steward more than 15,000 acres of woodland.

“Maple syrup is a delicious and versatile natural sweetener, compliments of Mother Nature and the state's maple producers,” **said Department of Agricultural Resources (DAR) Commissioner Lebeaux.** “Maple syrup is

the first farm product of the season and the oldest agricultural enterprise in the country, and its production helps contribute to the diversity of our agricultural products.”

To kick off the Massachusetts maple season, DAR Commissioner John Lebeaux will join local and agricultural officials on Friday, March 4, 2016 at Stonegate Farms in Conway at 10:00am for a ceremonial sugar maple tree tapping.

“This event signifies the start of maple season in Massachusetts and celebrates the hard work, dedication and tradition of sugar makers across the Commonwealth,” **said State Representative Stephen Kulik (D-Worthington)**. “I am proud that this event is once again being held in my district at Stonegate Farm in Conway, a town with a rich history in agriculture and maple sugaring. I hope this season is one of the sweetest and most productive yet!”

“We’ve already had a good run of sap with the early mild weather in February,” **said Dana Goodfield, owner of Stonegate Farm in Conway**. “The sap is excellent, yielding syrup that has a wonderful color and great flavor.”

While March has earned the distinction of Maple Month, tapping in Massachusetts can start at the end of January and continue through April. For prime sugaring, nights must be below freezing and days must be above freezing. Everything from the weather, soil, and genetics of the tree can affect maple syrup flavor - like wine, flavor can differ from region to region.

The [Massachusetts Maple Producers Association \(MMPA\)](#) will hold its 3<sup>rd</sup> Annual Maple Weekend March 19 to 20. Maple Weekend will feature open house events at over 45 sugarhouses, and special maple menus at participating restaurants made with 100% pure Massachusetts maple syrup.

Go to the MassGrown [website](#) and click on [maple](#) for a complete listing of maple sugar houses or [www.massmaple.org](http://www.massmaple.org).

###



DAR’s mission is to ensure the long-term viability of agriculture in Massachusetts. Through its four divisions – Agricultural Conservation & Technical Assistance, Agricultural Markets, Animal Health, and Crop and Pest Services – DAR strives to support, regulate and enhance the rich diversity of the Commonwealth’s agricultural community to promote economically and environmentally sound food safety and animal health measures, and fulfill agriculture’s role in energy conservation and production. For more information, visit DAR’s website at [www.mass.gov/agr](http://www.mass.gov/agr), and/or follow at [twitter.com/mdarcommish](https://twitter.com/mdarcommish).

Follow Commissioner Lebeaux on Twitter: [www.twitter.com/mdarcommish](https://www.twitter.com/mdarcommish)  
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# THE COMMONWEALTH OF MASSACHUSETTS

*MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY*  
400 WORCESTER RD., FRAMINGHAM, MA 01702-5399 508-820-2000 FAX 508-820-1404

*DEPARTMENT OF CONSERVATION AND RECREATION*  
251 CAUSEWAY STREET, SUITE 600-700, BOSTON, MA 02114-2104 617-626-1250 FAX 617-626-1449



*Kurt N. Schwartz*  
DIRECTOR

*Charles D. Baker*  
GOVERNOR

*Leo Roy*  
COMMISSIONER

*Karyn E. Polito*  
LIEUTENANT GOVERNOR



February 25, 2016

To Potential Hazard Mitigation Grant Applicants:

The Massachusetts Emergency Management Agency (MEMA) and Department of Conservation and Recreation (DCR) are pleased to announce the availability of Federal Emergency Management Agency (FEMA) **2016 Pre-Disaster Mitigation Grant (PDM) Program, and 2016 Flood Mitigation Assistance (FMA) Program** funding. The 2016 PDM and 2016 FMA are nationally-competitive annual grant programs and are now available.

These federally-funded Hazard Mitigation Assistance (HMA) programs (PDM and FMA) provide significant opportunities to reduce, minimize, or eliminate potential damages to property and infrastructure from natural hazard events. Funding for hazard mitigation plans and projects can reduce overall risks to the population, structures and infrastructure, while also reducing the reliance on taxpayer-funded federal disaster assistance for disaster recovery.

- *Who's eligible to apply?* State, tribal organizations, and local governments are eligible to apply as sub-applicants. For projects that benefit individual home or business owners, the local government must be the sub-applicant. **Multi-Hazard Mitigation Plan Requirement:** To be eligible for project grants, sub-applicants must have a locally adopted and FEMA-approved Local Natural Multi-Hazard Mitigation Plan (in accordance with 44 Code of Federal Regulations, Part 201) by the application deadline.
- *What type of work is eligible?* Projects that result in a reduction to natural hazard damage, such as: stormwater drainage and culvert improvements; floodplain and stream restoration; flood control, diversion, and storage; property acquisition; slope stabilization; infrastructure protection; aquifer storage; seismic and wind retrofits; structure elevations; etc. **Please note that major changes to project eligibility are now in effect with this year's revised guidance.** As a result of E.O. 13653: Preparing the United States for the Impacts of Climate Change; FEMA funds are encouraged to be used for climate resilient mitigation activities.
- *How do I apply for a Hazard Mitigation Planning Grant?* Communities can apply as a sub-applicant for a planning grant or choose to be a participant in the Pilot 'State Application for Local Planning Funds.' This is a new State application filed on behalf of eligible cities and towns for funds to update or create a new plan. To be considered for this year's 2016 Pilot State Application for Local Planning funds, your municipality must submit a letter of interest/commitment by the application deadline. More information about planning funds and sample letters of commitment are available on our grants web page listed below.
- *Are there other conditions?* All proposed project applications must include a formal Benefit-Cost Analysis (BCA), using FEMA BCA v5.2.1 software, to document the project's cost-effectiveness. Community participation in the National Flood Insurance Program (NFIP) may also be a requirement for sub-applicant and project eligibility. See Part III, Section E.1 of the FEMA Guidance for additional details.
- *What is the grant cost share?* Sub-applicants must commit to the non-federal share of the proposed application cost; this is generally 25% of the total estimated project cost. In-kind services are allowable as

part of the non-federal match. For some projects under the FMA grant, properties may qualify for up to 100% federal share.

- *How much funding is available?* 2016 FMA has \$199 million available nationally; 2016 PDM has \$90 million available nationally.
- *How do I learn more?* Formal grant briefings are available prior to the application deadlines, RSVP's are required. Before attending a briefing, you should familiarize yourself with the Grant Program Guidance, which can be found on the FMA or PDM Grants page:  
<http://www.mass.gov/eopss/agencies/mema/resources/grants>
- *What is the grant application deadline?* The deadline is **Wednesday, May 25, 2016**. Before submitting your application, please attend a grant briefing.

FEMA's Hazard Mitigation Assistance Programs are not intended as a source of funding for repair, replacement or deferred maintenance activities, but are designed to assist sub-applicants in implementing long-term, cost-effective improvements that will reduce, minimize or eliminate risk to people and property from the effects of natural hazards. Projects that address operation, deferred or future maintenance, repairs or replacement (without a change in the level of protection provided) of existing structures, facilities, or infrastructure (e.g., dredging, debris removal, replacement of obsolete utility systems, bridges and facility repair) are not eligible mitigation grant activities.

**MEMA and DCR strongly encourage all interested grant applicants to attend a grant briefing.** The grant program briefings will provide an overview of the ALL HMA programs, available funding, relevant application process and deadlines. Significant changes in these programs will also be covered, including the NEW 2015 HMA Program Guidance, 2 CFR Part 200 Super Circular, addition of the eligibility of flood control projects, new E.O. 13653 Climate Resilience Activities, and much more. Please see the grant briefing schedule on the following page.

**Grant Deadline: May 25, 2016: Applications for mitigation projects for PDM and FMA are required to be submitted via eGrants by May 25, 2016 at 3:00PM. These applications must meet all HMA program requirements, be submitted via eGrants with all appropriate attachments, and display strong commitment for implementation at the time of award. Letters of Interest/Commitment for hazard mitigation planning funds must be submitted to MEMA by the deadline.**

Details including the grant application instructions, program guidance, and BCA Software Downloads will be available on the 'Resources for Public Officials' page of the MEMA website [www.mass.gov/mema](http://www.mass.gov/mema).

For general inquiries regarding the programs, please contact us at MEMA or DCR:

Dave Woodbury, Hazard Mitigation Grants Coordinator, MEMA, 508-820-2034, [David.Woodbury@state.ma.us](mailto:David.Woodbury@state.ma.us)

Shelly O'Toole, Hazard Mitigation Grants Coordinator, MEMA, 508-820-1443, [Michelle.O'Toole@state.ma.us](mailto:Michelle.O'Toole@state.ma.us)

Sarah White; Mitigation Unit Supervisor, MEMA, 508-820-2053, [Sarah.White@state.ma.us](mailto:Sarah.White@state.ma.us)

Eric Carlson; NFIP Coordinator, DCR, 617-626-1362, [Eric.Carlson@state.ma.us](mailto:Eric.Carlson@state.ma.us)

**Hazard Mitigation Assistance Briefing and Training Schedule**

To assist potential sub-applicants who are considering applying for FEMA PDM or FMA funding, MEMA/DCR will be hosting a series of grant program briefings. Interested sub-applicants are strongly encouraged to attend one of these briefings as details regarding the grant program will be described and discussed in detail. Technical assistance for individual applications will be available after the grant briefings by appointment. The briefings will cover the following:

- ✓ Discuss proposed project applications (including eligibility of proposed activities);
- ✓ Discuss the NEW State Application for Local Planning Funds;
- ✓ Answer specific questions regarding grant application procedures and/or requirements;
- ✓ Discuss which FEMA mitigation grant program(s) may be most appropriate based on the type of activity/project proposed;
- ✓ Benefit-Cost Analysis (BCA), environmental/historic or other technical issues associated with project proposals; and,
- ✓ Other questions regarding FEMA-funded mitigation grant programs.

To attend a grant briefing, please RSVP your attendance to: [mitigation@massmail.state.ma.us](mailto:mitigation@massmail.state.ma.us)

*RSVP's are required so that we can notify participants in the event that the briefing logistics (date/time/location) must be changed or postponed due to weather or other events.*

<b><u>HMA Grant Briefings – In person</u></b>	
<b>Friday, March 11, 2016</b> <b>1:00pm-2:30pm</b> Tewksbury Public Library 300 Chandler St. Tewksbury, MA	<b>Tuesday, March 15, 2016</b> <b>10:00am-12:00pm</b> McCulloch Building 182 Green St. Weymouth, MA
<b>Friday, March 18, 2016</b> <b>10:00am-12pm</b> MEMA Region III/IV 1002 Suffield St. Agawam, MA	<b>Wednesday, April 13, 2016</b> <b>9:00am-11:00am</b> Mass Division of Fisheries and Wildlife Field Headquarters Room 110, the Northeast Meeting Room 1 Rabbit Hill Road (off North Drive) Westborough, MA 01581
<b>HMA Grant Briefings – Webinar</b> <b>Friday, April 22, 2016</b> <b>10:30am-12:30pm</b> For Log-in information please email: <a href="mailto:mitigation@massmail.state.ma.us">mitigation@massmail.state.ma.us</a> Space is limited.	
<b>Benefit Cost Analysis Overview Class</b> <b>Monday, March 28, 2016</b> 8:30am-4:30pm MEMA HQ, 400 Worcester Rd, Framingham MA	
All participants must register for the course on MEMA's online Training Registration System (TRS). <a href="https://mematraining.chs.state.ma.us/TRS">https://mematraining.chs.state.ma.us/TRS</a>	

**Becky Mosca**

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**From:** Richard.LeBlanc@state.ma.us  
**Sent:** Thursday, March 03, 2016 10:29 AM  
**To:** Becky Mosca  
**Subject:** MassGrown and Fresher News - Spring is in the Air with a Taste of Maple and the Scent of Flowers!



## MassGrown and Fresher News – Spring is in the Air with a Taste of Maple and the Scent of Flowers!



Spring forward this month with a taste of our first agricultural product of the season – 100% pure Massachusetts Maple Syrup. With the ups and downs of our temperatures, our maple producers are working hard to tap thousands of maple trees across the Commonwealth. Monday, [Governor Baker Declared March “Massachusetts Maple Month.”](#) We are happy to feature Dana Goodfield from Conway as our [“Face of Agriculture”](#) this month.



Photo by Deb LeRay  
Sweetwater Sugarhouse, Royalston

Find a [Maple Sugar House](#) near you; serving a delicious pancake breakfast with all the fixing’s and of course plenty of Maple Syrup! After you have some maple syrup from your trip, try our [“Recipe of the Month”](#): Maple Cheesecake with Sour Cream Topping.

While you can find a complete list of seasonal events on the [MassGrown and Fresher Calendar](#), below is a sweet sample of what's happening across Massachusetts. Be sure to check with the organizer's website beforehand, for any last minute changes.

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- **Natick** - March 5 - [Maple Magic](#)
- **Rutland** – March 5, 6, 12, & 13 - [Pancakes on the Farm](#)
- **Topsfield** - March 5, 6, 12, & 13 – [Weekend Maple Sugaring Tours](#)
- **Lincoln** – March 12 & 13 – [Sap to Syrup Farmer's Breakfast](#)
- **West Springfield** – March 13 - [Storowton Village Museum's annual Maple Harvest Day](#)
- **Shelburne** – March 20 – [Maple Sugaring Open House](#)
- **March 19 & 20** - [3<sup>rd</sup> Annual Massachusetts Maple Weekend](#)
- **Weston** - March 26 – [Sugaring Off Festival](#)



We also welcome spring each year with the opening of [The Boston Flower & Garden Show](#) at the Seaport World Trade Center. From March 16 – 20, join us along with hundreds of garden and flower vendors, not to be missed garden and landscape exhibits & countless events and activities.

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Content developed by: Julia Grimaldi. Email feedback to [Julia.Grimaldi@state.ma.us](mailto:Julia.Grimaldi@state.ma.us). To submit a culinary or agricultural event, click on submission form [here](#). Bookmark the [calendar](#) today, and follow us on [Twitter @Massgrown](#).



You are currently subscribed to farmandmarketreport as: [bmosca@townofmaynard.net](mailto:bmosca@townofmaynard.net).



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

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MAR - 7 2016

### NOTICE OF NONCOMPLIANCE

THIS IS AN IMPORTANT NOTICE. FAILURE TO TAKE ADEQUATE ACTION IN RESPONSE TO THIS NOTICE COULD RESULT IN SERIOUS LEGAL CONSEQUENCES.

**ISSUED: MARCH 2, 2016**

**PWS TOWN: MAYNARD**

**PWS NAME: TOWN OF MAYNARD WATER DIV.**

**PWS OWNER: TOWN OF MAYNARD**

**PWSID#: 2174000**

**PROGRAM: Disinfection By-Products Rule**

**ENF#: NON-CE-16-5D011**

The Department of Environmental Protection, Drinking Water Program (the "Department"), is in receipt of your public water system's reports for the location and period listed below. Based on the information contained, the Department has determined that your public water system has violated the applicable provisions of 310 CMR 22.00, the Drinking Water Regulations.

#### LOCATION WHERE NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

- Location Code DBP1 – 86 Powder Mill Road, Maynard, MA

#### DESCRIPTION OF NONCOMPLIANCE:

- 1) Exceedance of the Locational Running Annual Average (LRAA) Maximum Contaminant Level (MCL) for Total Trihalomethanes (TTHM) during the quarterly compliance period of **October 1, 2015 through December 31, 2015**, in violation of 310 CMR 22.07E(1).

*The LRAA at location DBP1 exceeded the 80 ug/L MCL for TTHMs at a reported level of 88 ug/L (micrograms per liter) during the compliance period of October 1, 2015 through December 31, 2015.*

- 2) The Town failed to conduct Tier 2 public notice for the violation described above, in violation of 310 CMR 22.16(3)(b)1.a.

*The Town submitted documentation dated January 7, 2016 notifying MassDEP that the TTHM MCL had been exceeded at the DBP1 sample location, requiring Tier 2 public*

*notification to be issued by no later than February 6, 2016. The Town did not provide public notice of the violation until February 26, 2016.*

**DESCRIPTION OF THE REQUIREMENT(S) NOT COMPLIED WITH:**

**1) 310 CMR 22.07E(1): MCLs for Disinfection Byproducts.** The maximum contaminant levels for disinfection byproducts of 310 CMR 22.07E apply only to community water systems and non-transient non-community water systems that add a chemical disinfectant (oxidant) to the water in any part of the drinking water treatment process. The MCL for Total Trihalomethanes (TTHM) is 0.080 mg/l or (80 ug/L).

Compliance with MCLs in 310 CMR 22.07E(1) shall be based upon the Arithmetic average of quarterly results for the last four quarters for each monitoring location (LRAA), beginning at the end of the fourth calendar quarter that follows the compliance date and at the end of each subsequent quarter, pursuant to 310 CMR 22.07F(16)(a)1.c.

TTHM Stage 2 Locational Running Annual Average (LRAA) Results & Compliance in ug/L					
Sample Location	Quarterly Results (ug/L)				4-Quarter Compliance (LRAA)
	Q1-2015	Q2-2015	Q3-2015	Q4-2015	
DBP1 86 Powder Mill Rd.	54	74	63	160	88*

\*The Locational Running Annual Average of the results constitutes a maximum contaminant level (MCL) violation for Total Trihalomethanes.

**2) 310 CMR 22.16(3)(b)1.a.: Timeframe Required for Tier 2 Public Notification** Each supplier of water shall provide the public notice as soon as practical, but no later than 30 days after the system learns of the violation, pursuant to 310 CMR 22.16(3)(a)1.

**DESCRIPTION OF THE ACTION TO BE TAKEN NOW, AND THE DEADLINE FOR TAKING SUCH ACTION:**

Public notification was performed by the Town on February 26, 2016.

- 1) **By no later than March 7, 2016,** the Town shall submit a copy of all the public notice(s) distributed on February 26, 2016, and a public notice certification statement to the Department and to the Maynard Board of Health.
- 2) **By no later than April 6, 2016,** the Town shall perform a system evaluation and submit an operational evaluation report and corrective action plan addressing the TTHM MCL exceedance during the 2015 fourth quarter compliance period, including but not limited to:
  - a. Examination of the system treatment and operational practices, storage tank operations, excess storage capacity, distribution system flushing, changes in source

water quality, and treatment changes or problems that may contribute to TTHM formation.

- b. Collection and submittal of total organic carbon (TOC) analysis results representing raw water from each source and finished water from each water treatment facility.
- c. Submittal of electronic SCADA generated data records for disinfection and pH during the month of December 2015 from each water treatment plant.
- d. Submittal of a corrective action plan with a schedule describing corrective actions taken or that will be taken to prevent any further noncompliance.

3) *Community Systems*: The violations cited within this document must be included in the Town's annual Consumer Confidence Report that is due by July 1<sup>st</sup> 2016.

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Department records show this event is the **first** noncompliance of this type to occur within a 12-month period. The Department is keeping a record for this and all other violations and it will be reported to the U.S. EPA as required.

If you fail to take any action the Department now wants you to take by the prescribed deadline, or if you otherwise fail to remain in compliance in the future with requirements applicable to you, you could be subject to legal action including, but not limited to, criminal prosecution, court-imposed civil penalties, or civil administrative penalties assessed by the Department. A civil administrative penalty may be assessed for every day from now on that you are in noncompliance with the requirements referred to above.

If you have any questions or wish to discuss this matter, please contact Kelly Momberger of this office at (508) 849-4023.

Sincerely,



Robert A. Bostwick  
Drinking Water Program Chief  
MassDEP Central Regional Office

cc:

DWP/Boston Office  
Board of Selectmen, 195 Main St., Maynard, MA 01754 ✓  
Maynard Board of Health  
Paula Caron, MassDEP, CERO – WS "File Copy"  
WS Enforcement Book Copy  
W:\WS\DWP SCANNED DOCUMENT ARCHIVE (pdf)



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

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March 2, 2016

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

Re: Notice of Noncompliance with Drinking Water Regulations

Dear Mr. Sweet,

Thank you for attending the meeting on February 29<sup>th</sup> with MassDEP concerning the recent violation of the safe drinking water standard for total trihalomethanes (“TTHMs”) by the Water and Sewer Division of the Town’s Department of Public Works. I believe we had a productive discussion about the potential causes of the violation of the TTHM standard as well as a plan for MassDEP to assist the Town in reviewing operations at the water treatment plants. Given that this is the first time the Town has exceeded the standard, I am hopeful that improvements in operations will prevent future violations.

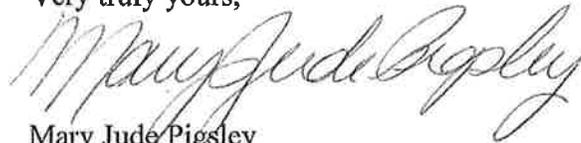
During the meeting, I informed you that MassDEP would be issuing a Notice of Noncompliance to the Town for two violations: the exceedance of the water quality standard, and the failure to provide timely public notice of the violation. Specifically, once the Town learned of the violation of the standard from its December sampling, notification to the public should have occurred within 30 days. I have attached the Notice of Noncompliance that describes the violations in more detail, and outlines the actions the Town has agreed to take to return to compliance.

I look forward to working closely with the Town to identify the events that may have caused this excursion from the standard. It was a pleasure to meet you on Monday and I

Kevin Sweet, Town Administrator  
March 2, 2016  
Page 2 of 2

appreciate your involvement in returning the Town to compliance. If you have any questions about the Notice of Noncompliance, please contact me directly at 508-767-2834.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Mary Jude Pigsley".

Mary Jude Pigsley  
Regional Director



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

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### **Question and Answer Guide to TTHM's Exceedance Of Town of Maynard Water Department Public Water System - March 2016 -**

On February 26, 2016, the Town of Maynard notified customers of its public water system that their drinking water exceeds the standard for Total Trihalomethanes (TTHMs) based on analysis of routine water samples collected by the Town on December 16, 2015. This document has been prepared for the Town to assist its customers with some common questions about TTHMs, drinking water standards, and operation of the public water system.

#### ***Why did the Town provide the public notice?***

All public water systems are required by state and federal law to notify users of any exceedance of any water quality standard and any other noncompliance events affecting their water system. The purpose of the public notice is to keep consumers informed about water quality.

#### ***What are TTHMs?***

TTHMs are a group of chemicals known as disinfection byproducts. They form when chlorine used for disinfection reacts with naturally occurring organic material that is found in source water. They are colorless, and will evaporate out of the water into the air.

Levels of TTHMs generally increase in the summer months due to the warmer temperatures, but can also be affected by seasonal changes in source water quality or by changing amounts of disinfection chemicals that are added to the water. Water systems often can experience temporary increases in TTHMs due to short-term increases in chlorine disinfection. Chlorine disinfection increases can occur when there is a water main break, when water systems are under repair, or when there is a potential microbial (example: bacteria) problem or threat.

All water systems that use chlorine to disinfect the water are required by federal and state law to sample for TTHMs on a quarterly basis (once every three months) in several locations in the water distribution system.

***Why is chlorine added to the water?***

Disinfectants are an essential element of drinking water treatment because of the barrier they provide against waterborne disease-causing microorganisms. The practice of disinfection has nearly eliminated most acute waterborne diseases such as dysentery, typhoid fever, and cholera in the United States, though they are still common in some other countries. These microbial diseases would otherwise be a major concern for children and other subgroups such as the elderly, immune compromised individuals, and pregnant women because of their greater vulnerabilities.

Chlorine (sodium hypochlorite) is commonly used in treatment operations and to treat the water as it travels through the pipes in the distribution system to prevent growth of microorganisms, or contamination from an outside source, such as during a water main break. The Town adds chlorine to its drinking water system to maintain effective treatment for the removal of naturally occurring iron and manganese and to minimize the potential of microbial growth in the distribution system.

***Where does the Town's drinking water come from?***

The Town obtains its water from six groundwater sources. Wells #1, 2, and 4 are constructed in sand and gravel deposits that overlie bedrock. These wells are 40-70 feet deep and are located in the southern half of Maynard. The remaining three wells, #5-7, are approximately 400 feet deep into bedrock and are located in the northern half of Maynard. The Town maintains three treatment facilities that disinfect all the water and have greensand filters to remove iron and manganese. In addition, potassium hydroxide is added to control corrosion from household plumbing, and the Rockland Ave facility is equipped with an air stripper to remove radon, a naturally occurring contaminant in bedrock wells.

***Where does the Town monitor for TTHMs?***

There are four locations that the Town samples each quarter for TTHM's: 86 Powder Mill Road, 3 Powder Mill Road, 195 Main Street, and 12 Winter Street, which represent compliance for the entire Town. The sampling locations and the number of samples collected in each service area have been reviewed and approved by MassDEP.

***What is an MCL and how is compliance with the MCL determined?***

Drinking water standards are set to protect against potential negative health effects from drinking water containing the chemicals. The Maximum Contaminant Level (MCL) in drinking water is set so that the amount consumed does not exceed safe levels. Some MCLs address the daily amount consumed (for chemicals that pose an immediate risk), and others address the amount averaged over a long period of time (for chemicals that pose a long-term risk). The TTHM MCL is set at a level to balance the immediate risk of bacterial contamination and the long-term risk of health effects such as cancer. The United States Environmental Protection Agency and MassDEP have set an MCL for TTHMs of 80 parts per billion (ppb) or micrograms per liter (ug/L).

Federal and state regulations require the Town to sample the four monitoring locations cited above every three months, including the month of warmest water temperature. The average of each sample location is then calculated each quarter over the last 12-month period, and these individual site averages (Locational Running Annual Average, or LRAA) are compared to the standard to determine whether the system is in

compliance. As of Quarter 4, 2015 (October – December), the highest Locational Running Annual Average (LRAA) for TTHMs was reported at **88 ppb** at the 86 Powder Mill Road sampling location.

***What is the TTHM sampling and compliance history of the Town?***

Table 1: TTHM Stage 2 Locational Running Annual Average (LRAA) Results & Compliance								
Sample Date	Sample Locations A= 86 Powder Mill Rd. B= 3 Powder Mill Rd. C= 195 Main St. D= 12 Winter St.							
	Quarterly Results				4-Quarter Compliance (LRAA) Per Site			
Quarter/Year	A	B	C	D	A	B	C	D
Q1 – 2015 March	54	29	53	53	65	59	48	58
Q2 – 2015 June	74	68	40	52	71	67	45	55
Q3 – 2015 September	63	47	61	60	63	52	50	58
Q4 – 2015 December	160	120	110	44	<b>88</b>	66	66	52

The highlighted results indicate a result above the TTHM standard of 80 ug/L. Compliance with the LRAA MCL for each location is currently determined by the numbers in the last four columns of the table, which represent an average of all samples for each location collected in the Town’s water system over a 12-month compliance period.

***What are the health risks of TTHMs?***

The information provided below is based on available health studies. Studies of populations that have been exposed to TTHMs suggest a possible connection between long-term TTHM exposure and certain types of cancer (e.g., bladder, colon, and rectal) and developmental (e.g. fetal growth) and reproductive effects (e.g. miscarriages, stillbirths). In general, young children may be more susceptible to the effects from any chemical exposures, such as TTHMs, because their ability to metabolize chemicals is not mature and because their exposures may be greater for their size than in adults. More research is being conducted to better understand the potential risks between TTHM exposures and these diseases. It is important that people be aware of these potential health effects from TTHM exposure.

Cancer risks generally accrue over lifetimes and very long periods of exposure. Cancer risks are normally expressed as lifetime risks as a result of averaging daily exposure levels (associated with the lifetime daily average of ingesting 2 liters of drinking water/day) over a lifetime of 70 years. Based on these studies, and the potential for developmental and reproductive effects from TTHM exposure, women of childbearing age and pregnant women are the group that may be more susceptible to effects from TTHM exposure; however, children are always of concern with chemical exposures as noted above. To reduce this risk, this group may wish to act with caution and reduce their exposures by following the recommendations in the next section.

***What can customers do in the interim to reduce exposure to TTHMs?***

If you are concerned about TTHMs and want to reduce your exposure, you can do the following:

- Use bottled water or
- Install point-of-use home water treatment systems on delivery lines in the house (faucet mount, pour-through pitcher style, and plumbed-in units);

Any filter that is purchased should be certified by National Sanitation Foundation (NSF), Underwriters Laboratories (UL) or the Water Quality Association (WQA) to remove TTHMs (look for the seals on the box). The filters could be a pitcher style or a point-of-use treatment filter that can be mounted to the faucet, under the sink, or on the counter top. These treatment devices are widely available for purchase at kitchen and bath stores or hardware stores. A final option could be a whole house filter. This type of installation would likely require the services of a plumber which would increase the cost. It is important that filters be used and the filters are changed according to manufacturer's instructions.

For information on selecting a water treatment system that is right for you, visit NSF International at [www.nsf.org](http://www.nsf.org) or call their hotline at 1-800-673-8010.

Follow these links below to access water filtration systems certified by NSF to treat for TTHMs:  
(Note: products certified for VOC reduction will reduce trihalomethanes)

Go to **[www.nsf.org](http://www.nsf.org)**

- ✓ Click on 'Consumer Resources' (on top)
- ✓ Click on 'What is NSF Certification?' (on right)
- ✓ Click on 'Water Filters/Water Treatment'  
Contaminant Reduction Claims Guide
- ✓ Click on 'Volatile Organic Chemical (VOCs)' (in table)

Below are several other web sites that could be helpful.

[www.nsf.org/certified/dwtu/](http://www.nsf.org/certified/dwtu/)

[www.waterfiltercomparisons.com/water\\_filter\\_comparison.php?d=gp](http://www.waterfiltercomparisons.com/water_filter_comparison.php?d=gp)

[www.waterfiltercomparisons.com/shower\\_filter\\_comparison.php](http://www.waterfiltercomparisons.com/shower_filter_comparison.php)

[www.waterfiltercomparisons.com/whole\\_house\\_filter\\_comparison.php](http://www.waterfiltercomparisons.com/whole_house_filter_comparison.php)

You can also contact the US EPA Safe Drinking Water Hotline at 1-800-426-4791. For more information on filters please refer to US EPA Filtration Facts at: EPA Water Health – Filtration Facts:

[www.epa.gov/sites/production/files/2015-11/documents/2005\\_11\\_17\\_faq\\_fs\\_healthseries\\_filtration.pdf](http://www.epa.gov/sites/production/files/2015-11/documents/2005_11_17_faq_fs_healthseries_filtration.pdf)

***Who can I contact if I have additional questions or concerns about exposure to TTHMs in drinking water and my health?***

If you have health questions about exposure to TTHMs in drinking water you can contact the Environmental Toxicology Program at the Massachusetts Department of Public Health (617-624-5757).

If you are experiencing any symptoms or have medical care questions, you should consult with your health care provider and/or a specialist at an occupational and environmental medicine clinic (AOEC). You may visit <http://www.aoec.org/> to search for an AOEC clinic in your area, or call Toll Free: (888) 347-AOEC (2632). You may also contact a Pediatric specialist at Boston Children's Hospital by calling the New England Pediatric Environmental Health Specialty Unit at 1-888-244-5314.

***What steps are being taken to correct the situation?***

TTHMs levels can vary depending on a number of factors including the amount of chlorine used, amount of organic material in water sources, temperature, water use, water storage, and season of the year. Control of TTHM levels must be maintained while also applying appropriate levels of disinfectant in the water necessary to treat the water for contaminants and avoid bacterial issues.

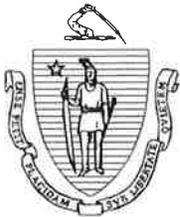
On Monday February 29<sup>th</sup>, representatives from the Town met with the MassDEP to discuss the TTHM violation. The Town does not have a history of TTHM violations, and therefore much of the focus is trying to determine a cause for the unusually high results found in December 2015. The Town is working with MassDEP on evaluating operations with the intention of identifying the cause and correcting this issue.

MassDEP has directed the Town to collect samples for organic material at each of the treatment plants, flush the water mains in the area of town where the higher concentrations were found, and collect additional TTHM samples after flushing to evaluate the effectiveness. The Town is required to submit an Operational Evaluation Report to MassDEP no later than April 6, 2016 with an assessment of the situation and any corrective actions.

***Who should customers contact for more information about the Public Water System?***

The Town remains the primary contact for all questions regarding the Public Water System. Any questions concerning sample results, status of projects, public notice inquires, etc. should be directed to **Tim Mullally, Water & Sewer Foreman, at 978-897-1317.**

Please also visit the Town website at [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Chrystal Komegay, Undersecretary

February 24, 2016

Mr. Chris DiSilva, Chairman  
Maynard Board of Selectman  
Town of Maynard  
Municipal Building 195 Main Street  
Maynard, MA 01754



Dear Mr. DiSilva:

The Department of Housing and Community Development (DHCD) approves the Town of Maynard's Housing Production Plan (HPP) pursuant to 760 CMR 56.03(4). The effective date for the HPP is January 14, 2016, the date that DHCD received a complete plan submission. The HPP has a five year term and will expire on January 13, 2021

Approval of your HPP allows the Town to request DHCD's Certification of Municipal Compliance when:

- Housing units affordable to low and moderate income households have been produced during one calendar year, totaling at least 0.5% (22 units) of year round housing units.
- All units produced are eligible to be counted on the Subsidized Housing Inventory (SHI). If you have questions about eligibility for the SHI, please visit our website at: [www.mass.gov/dhcd](http://www.mass.gov/dhcd).
- All units have been produced in accordance with the approved HPP and DHCD Guidelines.

I applaud your efforts to plan for the housing needs of Maynard. Please contact Phillip DeMartino, Technical Assistance Coordinator, at (617) 573-1357 or [Phillip.DeMartino@state.ma.us](mailto:Phillip.DeMartino@state.ma.us), if you need assistance as you implement your HPP.

Sincerely,

A handwritten signature in blue ink that reads "Louis Martin".

Louis Martin  
Associate Director

cc Senator James B. Eldridge  
Representative Kate Hogan  
Bill Nemser, AICP LEED AP, Town Planner, Maynard  
Kevin A. Sweet, Town Administrator, Maynard

**From:** MAPC <hstucker@mapc.org>  
**Sent:** Monday, March 07, 2016 4:41 PM  
**To:** ~~Bucky Masca~~  
**Subject:** MAGIC Legislative Breakfast - Friday, April 29, 2016 in Bedford



## MAGIC Annual Legislative Breakfast



### Register!

#### When

April 29, 2016  
8 - 10am

#### Where

16 South Road  
Great Room, 3rd Floor  
Bedford, MA 01730

Please join us for MAGIC's 2016 Legislative Breakfast on **Friday, April 29<sup>th</sup> from 8 am to 10 am**. As in previous years, MAGIC members will have the opportunity to meet their Legislators and discuss issues that are of concern to their individual communities as well as the subregion as a whole.

#### Event Schedule:

8:00 - 8:30 am Breakfast and Networking  
8:30 - 10:00 am Discussion

Breakfast will be served and all are welcome to attend. The event is free and open to the public but space is limited, so register soon!

**Register Now!**

More information on MAGIC:

MAGIC is comprised of 13 communities northwest of Boston including: Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Maynard, Lexington, Lincoln, Littleton, Stow, and Sudbury.

See the links below to stay updated and get involved in MAGIC region events, meetings and projects

**The MAGIC subregion**

[Website](#)

[FaceBook](#)

Register to receive regional news [HERE](#)

**MAGIC Climate Resilience Plan**

[Website](#)

[FaceBook](#)

Metropolitan Area Planning Council, 60 Temple Place, Boston, MA 02111

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Sent by [hstucker@mapc.org](mailto:hstucker@mapc.org) in collaboration with

**Constant Contact** 

Try it free today

**From:** Minuteman Senior Services <rsvp=minutemansenior.org@mail177.wdc02.mcdlv.net>  
on behalf of Minuteman Senior Services <rsvp@minutemansenior.org>  
**Sent:** Wednesday, March 02, 2016 2:24 PM  
**To:** ~~By Your Side~~  
**Subject:** News You Can Use



**IN THIS ISSUE**

- [Minuteman By Your Side New Package Options!](#)
- [Healthy Living Programs - Sign Up Today!](#)
- [March for Meals - Joining together to Raise Awareness about Senior Hunger!](#)
- [Elder Advocates Rally at State House](#)
- [Volunteer Training](#)
- [New SHINE Counselor Training](#)
- [Volunteers Needed](#)
- [Join Our Team](#)
- [New! Online Referral Form](#)
- [Shop at Amazon](#)
- [TD Bank Affinity Program](#)
- [Cell Phone Collection](#)

**VOLUNTEER TRAINING**

Minuteman volunteers are invited to attend a presentation on **Grief and Loss**, exploring ways people grieve and how to

**MARCH 2016**



**MINUTEMAN BY YOUR SIDE NEW PACKAGE OPTIONS!**

**Minuteman By Your Side is pleased to announce** new, private care management options for those who don't qualify for subsidized services or would like to add more care management support. Contract with us on an hourly basis or choose a package that meets your needs.

**Home Safe Home** - Our home safety assessment can help prevent falls and accidents.

**Planning Ahead** - An assessment of your abilities and challenges to independent living now and looking forward can help you reach your personal goals.

**Caregiver Empowerment Package** - Support on a short-term or ongoing basis through coaching, managing tasks for you and/or being your eyes and ears when you can't be there.

**Successful Transitions Package** - Whether you are recovering from a hospitalization, relocating or experiencing a major change, you don't have to go it alone.

For information or to make a referral, please call 888-222-6171 or email [ByYourSide@minutemansenior.org](mailto:ByYourSide@minutemansenior.org)

provide support. Tuesday, March 22 at 1:30, in our Bedford office. Please RSVP to your Program Manager.

### NEW SHINE COUNSELOR TRAINING

Interested in healthcare and looking for a new volunteer opportunity? Consider becoming a SHINE Counselor, and provide assistance and information on programs such as Medicare, Medigap, Medicare Advantage Plans, Medicare Prescription Drug Coverage, Public Benefits, One Care Plans, and more. Training is provided and begins this spring - call Elizabeth at 781-221-7070 for more information.

### VOLUNTEERS NEEDED

The **Minuteman Ombudsman Program** (Advocates for Nursing Home Residents) is seeking volunteers in **Littleton and Wilmington**. **Money Management** volunteers are needed in **Burlington and Woburn**. **Meals on Wheels Drivers** are needed in **Arlington, Maynard and Woburn**.

To find out more about these and other opportunities, please call Harriet at 781-221-7001.

**JOIN OUR TEAM**  
**Executive Director**  
**Protective Services**  
**Telephone Intake Worker**  
**R.N. for Aging Services**  
**Access Point**  
**Part-Time Receptionist**  
**(Temporary, Afternoons Only)**

NEW! ONLINE



Care Managers Rebecca White and Jennifer Lenicheck

### HEALTHY LIVING PROGRAMS - SIGN UP TODAY!

**Free educational workshops** offer information and support in a caring environment. Pre-registration required. Click on town for detailed information about location and how to register.

#### Chronic Disease Self-Management

**Lexington:** Mondays, March 7 - April 11 from 9:30AM - 12:00PM

#### Diabetes Self-Management

**Wilmington:** Thursdays, March 10 - April 14 from 1:00PM - 3:30PM

#### Powerful Tools for Caregivers

**Maynard:** Thursdays, April 14 - May 19

Information Session Thursday, March 10, 1:00PM

**Lexington:** Thursdays, May 5 - June 9

#### Matter of Balance Fall Prevention Program

**Winchester:** Wednesdays, April 27 - June 22 from 10:00AM - 12:00PM

New classes are added regularly. Check out the **latest schedule** on our website.

*Programs are funded in part through generous grants from:*



FOUNDATION FOR METROWEST



### MARCH FOR MEALS - JOINING TOGETHER TO RAISE AWARENESS ABOUT SENIOR HUNGER!

March for Meals is a national campaign sponsored by Meals on Wheels America to raise awareness about senior hunger, recruit volunteer Meals on Wheels drivers and raise needed funds.

**REFERRAL FORM**

Our new [online referral form](#) enhances customer service

**SHOP AT AMAZON**

...and we get a donation - click [here](#) to get started



**TD BANK AFFINITY PROGRAM**



America's Most Convenient Bank®

**CELL PHONE COLLECTION**

We recycle cell phones and Smartphones. Please bring to our office at 26 Crosby Drive, Bedford, MA or visit one of our [community partners](#)

**We need Meals on Wheels volunteers!** We will be recruiting at Whole Foods Market in Arlington on Monday, March 7th; in Bedford on Monday, March 14th; and in Woburn on Monday, March 21st - from 11am to 1pm each day. Come visit us!

**Senior Dining Centers** are holding a **Coin Drive**, Soup Tastings and other special events to raise needed funds.

Community Champions, including state and local officials, raise awareness by taking the time to accompany a Meals on Wheels driver as they deliver a hot meal and a friendly hello to those who are homebound.

*With appreciation to our campaign sponsors*



America's Most Convenient Bank®

**ELDER ADVOCATES RALLY AT STATE HOUSE**

Our Lobby Team of staff and Board members joined other advocates from across the state to rally in support of getting adequate resources for our home care programs and others that enable older people to age independently at home!



 **WILD & SCENIC<sup>®</sup> FILM FESTIVAL**  
where activism gets inspired



*a Change of Course*

**WEDNESDAY, MARCH 30 7PM**

FINE ARTS THEATRE PLACE in MAYNARD

**From:** Assabet Valley Chamber <info@assabetvalleychamber.org>  
**Sent:** Tuesday, March 08, 2016 8:37 AM  
**To:** ~~Becky Mosca~~  
**Subject:** Annual Chamber Auction is moving to WEDGWOOD PINES Country Club



*Our Annual Chamber Auction Bash*  
*Friday, April 8*  
*is changing Venue*



Join us at  
Wedgewood Pines Country Club  
(215 Harvard Road, Stow)  
6-9pm

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](#)

Click [Here](#) for Donations to Date

Representing, Promoting, Educating and Networking Members since 1986



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

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[Forward this email](#) | [Update Profile](#) | [About our service provider](#)

Sent by [info@assabetvalleychamber.org](mailto:info@assabetvalleychamber.org) in collaboration with

**From:** Assabet Valley Chamber <info@assabetvalleychamber.org>  
**Sent:** Wednesday, March 09, 2016 6:01 AM  
**To:** [REDACTED]  
**Subject:** Announcing the 29th Annual Hudson Community Fest



## Now Accepting Vendor Applications

### 29th Annual Hudson Community Fest Saturday, June 11th, 2016, 9:00am to 3:30pm



All vendor space is 12" x 12". The fee structure is as follows:

- Vendor Fee: \$50 (10% discount for AV Chamber Members, on all vendor fees)
- Food Truck Fee: \$75
- Non-Profit Vendor Fee: \$30
- Generator Fee: \$15 (all generators need to be approved by Fest Management)
- Check should be made to Assabet Valley Chamber (or AVCC)
- Non-Hudson FOOD vendors will incur an additional \$50 Fee to the Town of Hudson, at a later date.

Fest management reserves the right to reject an application to insure appropriate contributions to the event. Food vendor opportunities are limited, and must have their application on file 30 days before the event. One network marketing vendor

**From:** ArtSpace Maynard <marketing=artspacemaynard.com@mail219.atl171.mcdlv.net> on behalf of ArtSpace Maynard <marketing@artspacemaynard.com>  
**Sent:** Monday, March 07, 2016 5:15 PM  
**To:** ~~Body of Armor~~  
**Subject:** Invitation to ArtSpace Event



## **Announcing The Next ArtSpace Event**

### **EVENT: “*Body of Armor*”**

**Featuring the works of Alicia Dwyer**

**LOCATION:** ArtSpace, Maynard MA

**DATE/TIME:** Wednesdays through Saturdays, March 9 to April 1 from 11 am to 3 pm

**“Mini” ArtSpace Artists’ Open Studios:** Saturday, March 12<sup>th</sup> from 4 – 6 p.m.

**Opening Reception:** Saturday, March 12<sup>th</sup> from 5 – 7 p.m.

### **“*Body of Armor*” at the ArtSpace Gallery**

**Featuring the works of Alicia Dwyer**

The ArtSpace Gallery is pleased to present an exhibit featuring the works of Alicia Dwyer. “Body of Armor protects the body in battle. The work in this show explores how dresses act as armor, toy warriors engage on a miniature or life-size scale, and metal flower reliefs stage a battleground.

Themes of flight and armor are depicted in black and white oil paintings, metal sculptures, and charcoal drawings.

The exhibit runs through April 1. Gallery hours are Wednesdays-Saturdays, 11 a.m. to 3 p.m.

**Come join the art scene in Maynard!**

The ArtSpace Gallery located at 63 Summer Street in Maynard and is free to the public and is wheelchair accessible.

For more information, please call (978) 897-9828 or go to [www.artspacemaynard.com](http://www.artspacemaynard.com) and like us on Facebook



**OFFICIAL PROCLAMATION**  
**COMMONWEALTH OF MASSACHUSETTS**  
**TOWN OF MAYNARD**

**WHEREAS:** The Town of Maynard, Massachusetts, was first incorporated on April 19<sup>th</sup>, 1871, and is rich with the history of a classic New England mill town, and;

**WHEREAS:** With the tremendous growth and success of the textile mill started by Amory Maynard in 1847, the town's population boomed, and Maynard blossomed into a thriving industrial community, and;

**WHEREAS:** Many citizens today can still trace their family lines back to those first-generation immigrant mill workers, and;

**WHEREAS:** Maynard has grown into a vibrant community that combines an active downtown area with the values of a small-town suburb, a characteristic now promoted as *The Maynard Advantage*, and;

**WHEREAS:** No organized observance exists to honor the momentous date of Maynard's incorporation as a town, and;

**WHEREAS:** The research of **Ambassador Girl Scout Haley Fritz** in the course of her Gold Award project has found that an annual celebration of this date will not only reinforce pride in our community's history, but provide cultural, economical, and educational benefits to the citizens of Maynard;

**NOW, THEREFORE, WE,** the Maynard Board of Selectmen do proclaim Tuesday, April 19<sup>th</sup>, 2016 as:

**“FOUNDER’S DAY”**

In the Town of Maynard and do hereby congratulate **Haley Fritz** and her family.

Given in the Selectmen's Chambers this fifteenth day of March, in the year two thousand and sixteen.

**Maynard Board of Selectmen**

\_\_\_\_\_  
Chris DiSilva

\_\_\_\_\_  
Jason Kreil

\_\_\_\_\_  
Terrence Donovan

\_\_\_\_\_  
David Gavin

\_\_\_\_\_  
Tim Egan



OFFICIAL PROCLAMATION  
COMMONWEALTH OF MASSACHUSETTS  
TOWN OF MAYNARD

WHEREAS: the town of maynard was first incorporated  
on April 19th, 1871

\_\_\_\_\_ and;

WHEREAS: no prior observance exists to honor the date  
of maynard's historic incorporation as  
a town and;

*momentous*

WHEREAS:

I, Haley Fritz, have found in the course of my  
A ward project that an annual celebration  
of this date is favorable culturally,  
economically, & educationally

*Girls Scout Gold*

WHEREAS:

NOW, THEREFORE, WE, the Maynard Board of Selectmen do proclaim April 19<sup>th</sup> as:

"Founder's DAY"  
(Name of Person)

in the Town of Maynard and do hereby congratulate \_\_\_\_\_ on his attaining the and  
offer our thanks for her community service.

Given in the Selectmen's Chambers this \_\_\_\_\_, in the year two thousand and \_\_\_\_\_.

**Maynard Board of Selectmen**

\_\_\_\_\_  
Chris DiSilva

\_\_\_\_\_  
Terrence Donovan

\_\_\_\_\_  
Tim Egan

\_\_\_\_\_  
jason Kreil

\_\_\_\_\_  
David Gavin



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

**Proclamation Application Form**

Your proclamation should include the following in the attached format.

1. Name: Founder's Day
2. Date of Event: April 19<sup>th</sup> Celebration to be held on the 16<sup>th</sup> & 17<sup>th</sup>, 2016
3. Place of Event: Downtown Maynard - various locations
4. Time: 10 AM - 4 PM April 16<sup>th</sup>; 11 AM - 12:30 PM April 17<sup>th</sup> (ceremony)
5. Department: \_\_\_\_\_
6. Title: \_\_\_\_\_
7. Years of Service: \_\_\_\_\_
8. Personal Characteristics: \_\_\_\_\_  
(Married, Single, children)
9. Professionalism: \_\_\_\_\_
10. Description of Service:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Retirement Date: \_\_\_\_\_
12. Other: April 19<sup>th</sup>, 1871 marks the date of the first town charter. Activities will be hosted by participating businesses on the 16<sup>th</sup> & a ceremony will take place on the 17<sup>th</sup>. April 19<sup>th</sup> should be honored each year, but 16<sup>th</sup> & 17<sup>th</sup> celebrations may change as needed.
13. Today's Date: February 22nd, 2016
14. Signature of Person requesting proclamation: Haley M Fritz
15. Phone # 978-618-5129
16. Email: hmfritz@gmail.com

Once application is back with Selectmen's Office. Selectmen will give you a date to appear before the Board of Selectmen. Would you like one of the Selectmen to present the Proclamation at your event, Yes . No .

## **SECTION I: What Is Historic Preservation?**

### **Introduction**

Maynard, like many other classic New England mill towns, is rich with history. With the tremendous growth and success of the textile mill built by Amory Maynard in 1847, the town's population boomed, and Maynard blossomed into a thriving industrial community. Many citizens today can still trace their family lines back to first-generation immigrant mill workers. Hints of the past remain in Maynard's historic buildings, including the renovated mill complex at Mill & Main, the reused Old Fowler School at Art Space, the Gruber Brothers Furniture building, and Fine Arts Movie Theater.

Since receiving its first town warrant in 1871, Maynard has grown into a vibrant community that combines an active downtown area with the values of a small-town suburb. As Maynard continues to grow, it is crucial that its historic sites are preserved and protected. A community's historic sites are fundamentally important to its character and identity. Many townspeople who have lived in Maynard their entire lives also feel connected to their genealogical history through the town's historic sites.

Each year, the fifth grade at Fowler School embarks on a walking tour of historic Maynard. By exploring Maynard's historic buildings, these children learn about the past and the town in which they live. The identification, preservation, and protection of the town's historic sites can forward education efforts and foster an appreciation of the town's history and resources for Maynard citizens young and old.

Historic preservation can also be economically beneficial, as the renovation of historic properties has been shown to promote and increase business activity in commercial areas. Maynard's economy depends heavily on small businesses who can benefit from historic preservation. Historic preservation could also provide the town with new sources of income, such as housing and businesses. When provisions are made so that private developers can "repurpose" historic buildings in a way that is both economical and efficient, preservation becomes a win-win for both the town and the developer.

Historic preservation is defined as the "protection, conservation, and restoration of historic sites." This handbook will explain the processes of historic preservation and make suggestions for the town to further its dedication to historic preservation efforts. A list of resources, including grants, is also included to aid in the preservation process.

### **Historic Preservation in the United States**

Local governments play an important role in the process of historic preservation. Historic preservation can provide communities with direct fiscal and social benefits, but also furthers local identity by embracing the past. However, historic preservation in a city or town is just a small part of a greater picture, as it is largely overseen by divisions of the federal government.

Much of the historic preservation in America is overseen by the Department of the Interior. The Department establishes nationwide standards for preservation, rehabilitation,

restoration, and reconstruction, and protects hundreds of historic properties through the National Park Service. Since its foundation in 1916, the Park Service has designated, preserved, and maintained important natural and historic sites throughout the United States. Many of its programs, including federal tax incentives and the National Register of Historic Places, are important preservation tools for American communities. Please see pages 6-10 for more information on federal preservation programs.

Likewise, each state also plays a role in managing its own historic preservation. In Massachusetts, historic preservation is regulated by the Massachusetts Historical Commission, chaired by the Secretary of the Commonwealth. The Massachusetts Historical Commission directs programs such as the Certified Local Government Program and the State Register of Historic Places which benefit communities with historic assets. It also provides financial assistance in the form of tax credits and grants. Please see pages 11-14 for more information on state preservation programs.

However, the first level of historic preservation in the United States is local preservation. Divisions of the local government typically lead preservation efforts. In Maynard, the Town Charter established the Maynard Historical Commission, which coordinates with the federal, state, and local governments to direct preservation efforts in town. Private organizations, such as the Maynard Historical Society and Friends of the Maynard Library, also aid preservation efforts by providing financial assistance, sharing resources, and educating the broader community. More information on local preservation efforts can be found on pages 15-19.

Although historic preservation operates on many different levels, each level can benefit a town like Maynard. Successfully ensuring the preservation of any town's historic sites involves requires identifying, understanding, and utilizing many resources of each level: federal, state, and local as well as private funding opportunities.

### **What is Considered "Historic?"**

There is a fine line between what is considered "historic" and what is simply considered "old." Not all old buildings are deemed worthy of historic preservation. According to the National Register of Historic Places, "historic" buildings should hold some significance, including but not limited to:

*Association with important people or events.*

The homes of Amory and Lorenzo Maynard, which still stand today, are considered "historic" because of their ties to the Maynard family. The Maynard family was not only the namesake of the town, but also held prominent roles within the community and town government. Amory Maynard was even the town's first postmaster!

*Architectural or artistic significance.*

One historic building in Maynard which meets this criteria is the Coolidge School. The Coolidge School was partially built by the master architect Charles Bateman, famous for his work throughout the greater Boston area. The Coolidge School also exemplifies the architectural style known as Classical Revival. The Classical Revival movement was inspired by Greco-Roman art and architecture, and became widely popular in the 19<sup>th</sup> century.

*Providing new information about the past.*

Archaeological sites are generally “historic” because they may yield new information about the past. Similarly, a newly-discovered site could be considered historic because of potential information it might hold. Glenwood Cemetery in Maynard, which is the town’s only nationally-recognized historic property, is one example of a site that might possess archaeological resources.

*Of exceptional importance to community, state, or country*

The most notable example of this criteria in Maynard is the former mill at Clock Tower Place, recently rechristened Mill & Main. The mill is historic not only because of its ties to families in the community, but because of its reflection of a greater trend throughout the United States. The mill exemplifies the transformative process of industrialization underwent by America during the 19<sup>th</sup> century. The community of Maynard was just one of thousands of communities throughout New England that adopted this new technology and thrived because of it. Maynard’s booming immigrant population as a result of the mill also reflected a nationwide trend. Therefore, the mill is “historic” because it was part of an important moment in American history.

Although this handbook focuses on the preservation and protection of historic buildings, not all historic sites must be buildings to meet these criteria. Natural formations, areas of land, and graveyards/cemeteries could all be considered “historic” under the right conditions. Likewise, not all old buildings are considered historic. A home built in the 1920s is not historic simply because of the time in which it was built. It may, however, be historic because of its particular architectural features, or a former resident of note.

## SECTION II: NATIONAL PRESERVATION

In the United States, the federal government is the highest branch on the tree of historic preservation. Divisions of the federal government, such as the National Park Service, oversee much of the historic preservation in this country. Washington performs preservation tasks such as: passing federal laws, publishing guidelines, and awarding special recognition to properties of note, among other duties. Additionally, some private nonprofit organizations operate on a national level, like the National Trust for Historic Preservation. Below, you will find a sampling of national preservation resources, provided both by the federal government and by nonprofits.

### The Secretary of the Interior's Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Old Buildings

In the United States, preservation is overseen, at the federal level, by the Department of the Interior, which handles many of the domestic affairs in this country. As such, it is the responsibility of the Secretary of the Interior to establish federal policy on historic preservation. To help preservationists determine the best course of action for an historic building, the Secretary of the Interior has published a set of guidelines for preserving, rehabilitating, restoring, and reconstructing old buildings. They are paraphrased below.

According to the Secretary of the Interior, preservationists have four options, or “treatment approaches,” when determining the future of an historic building:

**Preservation** favors the conservation of the building's historic character through the use of original materials, maintenance and repair.

**Rehabilitation** assumes that a building is more deteriorated prior to treatment, and therefore allows more leeway for the replacement of old materials. However, like preservation, rehabilitation stresses the importance of conserving the original features, materials, and style of the building – i.e. its “historic character.”

**Restoration** retains and replaces materials to return the appearance of the building to its most significant period of history. Unlike preservation or rehabilitation, it permits the removal of materials not belonging to this time period.

Finally, **reconstruction** allows preservationists to recreate a destroyed or no longer existing site using all-new materials.

To determine which of these four options best suits the property at hand, the Secretary of the Interior asks preservationists to consider four main considerations in addition to the building's historical significance:

**Relative importance in history.** For example, National Historic Landmarks often undergo preservation or restoration, while buildings belonging to an historic district more frequently experience rehabilitation.

**Physical condition.** Sometimes, though we would like to preserve a building, preservation is simply not an option due to the building's present physical condition. Preservation is a viable option when most of the building's original materials and features



## OFFICE OF THE SELECTMEN

Maynard, Massachusetts

### ONE-DAY SPECIAL PERMIT

May 7, 2016

*This permit is issued to*

**Mary Brannelly, Melissa Levine-Piro**  
Maynard Business Alliance

*For the following purpose:*

***4th Spring ArtWalk Spring Art Walk in Downtown Maynard. Maynard Business Alliance (MBA) is holding their Forth spring art walk.  
From 5:00 to 7:00 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

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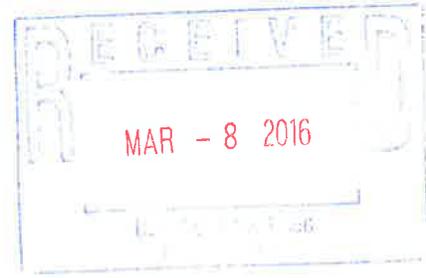
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March 7, 2016

Maynard Board of Selectmen  
195 Main Street  
Maynard, MA 01754



Dear Members of the Board,

The Maynard Business Alliance (MBA) requests a permit to hold its 4th annual Spring ArtWalk on Saturday, May 7th, 2016 from 5-7 PM. It will be an evening of art and music in businesses throughout downtown Maynard. This year we are inviting up to four artists to set up their easels at various points in the downtown business district along Summer, Nason and Main streets to paint or sketch art plein air. As in previous years, we will be decorating the island and putting up a menu board to advertise the event. We hope the event will draw people from Maynard and the surrounding towns and we are estimating 150 people.

Your approval of this request is gratefully appreciated.

Sincerely,

Mary Brannelly  
Melissa Levine-Piro  
MBA Co-Presidents

01110



# TOWN OF MAYNARD

## Board of Selectmen

MUNICIPAL BUILDING

195 Main Street

Maynard, MA 01754

Tel: 978-897-1301

Fax: 978-897-8457

www.townofmaynard-ma.gov

Board of Selectmen

Chris DiSilva

Jason Kreil

Tim Egan

David Gavin

Terrence Donovan

### Common Victualler / Entertainment / Automatic Amusement Application

Name: George Drizos DBA (if applicable) Maynard Convenience

Business Name: \_\_\_\_\_

Tax I.D. Number: \_\_\_\_\_ S.S. # of Owr \_\_\_\_\_

Business Address: 39A Main st Maynard

Owner's Address: 3 townline Rd, Burlington MA 01803

Phone: 781-805-0000 (Home) (781) 859-9375 (Cell)

Manager Name: George Drizos 781-859-9375

Manager Phone: (781) 859-9375

#### **COMMON VICTUALLER (\$85.00)**

Proposed Days/Hours of Operation: 6 A.M - 11 P.M

Description of Premises: Store front on Main st. Next to Audubon Hardware About 25' x 10'

Seating Capacity (If Any): N/A

Principal Food or Foods Served: N/A

#### **ENTERTAINMENT (\$40.00)**

Principal Time of Entertainment: from 6 AM/PM to 11 AM/PM

Description of Entertainment: Radio & tv

Parking is Grandfathered on Main St. per Building Comm. RA. 3/1/16.

pd fee \$40 CASH  
#2016-6  
3-1-2016

BUSINESS CERTIFICATE  
THE COMMONWEALTH OF MASSACHUSETTS  
TOWN OF MAYNARD  
195 MAIN ST., TOWN CLERK, MAYNARD, MASS. 01754

3.1.2016

IN CONFORMITY WITH THE PROVISIONS OF CHAPTER ONE HUNDRED AND TEN, SECTION FIVE OF THE GENERAL LAWS, AS AMENDED, THE UNDERSIGNED HEREBY DECLARE(S) THAT A BUSINESS UNDER THE TITLE OF:

George Drizos D.B.A Maynard Convenience

IS CONDUCTED AT

39A Main st Maynard  
(NUMBER, STREET, AND TOWN)

\* email address: GDSales1984@gmail.com  
TELEPHONE NUMBER: (817) 859-9375

NATURE OF BUSINESS: Maynard Convenience

BY THE FOLLOWING NAMED PERSONS: MAHC. 548397000

FULL NAME	RESIDENCE
<u>George Drizos</u>	<u>3 townline Rd Burlington, MA 01803</u>
SIGNED: <u>[Signature]</u> (SIGNATURE)	(SIGNATURE)
(SIGNATURE)	(SIGNATURE)

THE COMMONWEALTH OF MASSACHUSETTS  
MIDDLESEX SS. March 1, 2016

PERSONALLY APPEARED BEFORE ME THE ABOVE NAMED George Drizos  
AND MADE THE OATH THAT THE FOREGOING STATEMENT IS TRUE.

A CERTIFICATE ISSUED IN ACCORDANCE WITH THIS SECTION SHALL BE IN FORCE AND EFFECT FOR FOUR YEARS FROM THE DATE OF ISSUE AND SHALL BE RENEWED EACH FOUR YEARS THEREAFTER SO LONG AS SUCH BUSINESS SHALL BE CONDUCTED AND SHALL LAPSE AND BE VOID UNLESS SO RENEWED.  
EXPIRATIONS DATE: 3.1.2020

[Signature]  
TITLE  
Asst. Town Clerk

NUMBER  
CV2016-44

FEE:  
\$85.00



THE COMMONWEALTH OF MASSACHUSETTS  
**TOWN OF MAYNARD**

This is to Certify that

*Maynard Convenience, Owner; George Drizas  
39A Main Street, Maynard, MA. 01754*

IS HEREBY GRANTED A

in said Town **Maynard** and at that place only and expires December Thirty-First, **2016**, unless sooner suspended or revoked for violation of the laws of the Commonwealth respecting the licensing of common victualler. This license is issued in conformity with the authority granted to the Licensing Authorities by General Laws, Chapter 140, and amendments thereto.

In Testimony Whereof, the undersigned have hereunto affixed their official signatures.

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



Licensing  
Authority

March 15, 2016

**COMMONWEALTH OF MASSACHUSETTS**

**MIDDLESEX, SS.**

Number:

**E2016-31**

Fee:

**\$40.00**



**ENTERTAINMENT LICENSE**

WE, the undersigned, Selectmen of the Town of Maynard, by virtue of authority vested in us by law, do hereby license:

**Maynard Convenience Owner; George Drizos**

The business to be carried on at:

***39A Main Street, Maynard, MA***

Said business to be conducted in such manner as to conform with the requirements as provided for by law.

**THIS LICENSE** to date from the 1st day of January, in the year Two Thousand and Sixteen, and to expire the **31<sup>st</sup>** day of **DECEMBER** in the year **Two Thousand and Sixteen**, unless sooner revoked.

Given under our hands this 15th day of March in the year Two Thousand and Sixteen.

**BOARD OF SELECTMEN**

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



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, March 15, 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 Change of Manager, New Officer/Director and Transfer of Stock on premise for Wine and Malt Alcohol as a Common Victualler license for Thai Chilli House LLC. d/b/a Thai Chilli 40 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

## Becky Mosca

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**From:** Hoyen, Carol <choyen@wickedlocal.com>  
**Sent:** Tuesday, February 02, 2016 3:48 PM  
**To:** Becky Mosca  
**Subject:** Re: Please add legal notice to Maynard Beacon Villager

Rec'd for 2/11/16

Thank-you,

Carol, Legal Advertising Representative  
Direct: 781-433-7903  
Dept: 781-433-6930  
Fax: 781-433-7951  
Email: [legals@wickedlocal.com](mailto:legals@wickedlocal.com)

On Tue, Feb 2, 2016 at 3:24 PM, Becky Mosca <[BMosca@townofmaynard.net](mailto:BMosca@townofmaynard.net)> wrote:  
Legal,

Please add to the next Beacon Villager - Maynard Edition

Bill Too: Thai Chilli House LLC.  
40 Main Street  
Maynard , MA. 01754  
Phone # [978-897-2984](tel:978-897-2984)

Name: Pornphan Promnok

Please confirm the date in newspaper.

Thank you,

Becky Mosca  
Administrative Assistant  
Maynard Board of Selectmen  
195 Main Street  
Maynard, MA. 01754  
e-mail: [bmosca@townofmaynard.net](mailto:bmosca@townofmaynard.net)<<mailto:bmosca@townofmaynard.net>>  
Voice: [978-897-1351](tel:978-897-1351)  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)<<http://www.townofmaynard-ma.gov/>>  
[town seal color]

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

KILLEEN LAW OFFICE, LLC

ATTORNEYS AT LAW

27 Mica Lane

Suite 206

Wellesley, MA 02481

www.killeenlawoffice.com

Matthew D. Killeen  
mkilleen@killeenlawoffice.com  
Elizabeth D. Killeen  
ekilleen@killeenlawoffice.com  
Krista B. Ferrante  
kferrante@killeenlawoffice.com

TELEPHONE (781) 431-8776  
FAX (781) 465-6068

February 1, 2016

Ms. Becky Mosca  
Town Administrators Office  
195 Main Street  
Maynard, MA 01754

RE: Liquor License Application—Thai Chili House, 40 Main Street, Maynard, MA

Dear Ms. Mosca:

Our office represents Thai Chili House, LLC in its application for a Change in Manager. Enclosed please find the following documents:

1. Change in Manager Application (and membership vote);
2. New Officers/Directors Application (and membership vote);
3. Transfer of Stock/Interest Application (and membership vote);
4. Operating Agreement—Thai Chili House, LLC;
5. Certificate of Good Standing; and
6. Certificate of Naturalization for Ms. Pornphan Promnok.

At your earliest convenience, please provide our office with the time and date of the selectmen hearing that will accommodate this application. Please forward any applicable filing fees to the client's address provided above.

Feel free to contact my office if you have any questions or concerns about these documents. Thank you.

Cordially yours,



Matthew D. Killeen.

encl.



MASSACHUSETTS DEPARTMENT OF REVENUE  
PO BOX 7044  
BOSTON, MA 02204  
CONTACT CENTER  
(617) 887-6367

Letter ID: L2002264064  
Notice Date: January 13, 2016  
Case ID: 0-000-112-138

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## CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE

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THAI CHILLI HOUSE LLC  
40 MAIN ST  
MAYNARD MA 01754-2508

000012

### *Why did you receive this notice?*

The Commissioner of Revenue certifies that, as of the date of this certificate, THAI CHILLI HOUSE LLC is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

**This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.**

### *Where can you find additional information?*

Visit our website at [mass.gov/dor](http://mass.gov/dor) for one-stop access to taxpayer information. You can learn more about state tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights and the appeals process.

You can file your returns, make payments and manage your account at [mass.gov/masstaxconnect](http://mass.gov/masstaxconnect). You may also contact us by phone at (617) 887-6367 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 9:00 a.m. to 5:00 p.m.

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Charlene Hannaford  
Acting Deputy Commissioner

THAI CHILI HOUSE, LLC

Action of Members by Unanimous Written Consent

The undersigned, being the sole members of Thai Chili House, LLC (the "LLC") entitled to vote on the action, hereby consent, pursuant to the Massachusetts Limited Liability Company Act, to the adoption of the following votes:

**VOTED:** The current manager of the LLC Liquor License, Tanakon Mongkontavy, is hereby replaced by Pornphan Promnok, of Waltham, Massachusetts.

The undersigned direct that this Consent shall be effective as of the first date on which it has been executed by all of the members and delivered to the LLC in accordance with the Massachusetts Limited Liability Company Act.

**Members:**

  
\_\_\_\_\_  
Pornphan Promnok

11/21/16  
Date

  
\_\_\_\_\_  
Kanyamon Promnok

11/21/16  
Date

## Change of Manager Checklist

This application will be returned if the following documentation is not submitted:

- Retail Transmittal Form
- \$200.00 Fee made payable to the Commonwealth of Massachusetts or the ABCC
- Petition for Change of License
- Manager's Form
- Personal Information Form
- CORI Application
- Vote of Corporate Board or LLC
- Form 43 (From Local Licensing Board)
- Proof of Citizenship (Submit proof of citizenship and/or naturalization such as U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

**ATTACHMENTS:**

**Application Attachments**

**IMPORTANT ATTACHMENTS (1):** The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

**IMPORTANT ATTACHMENTS (2):** Not Applicable for Transfer/Issuance of Stock ONLY

**IMPORTANT ATTACHMENTS (3):** Not Applicable for Transfer/Issuance of Stock ONLY

**IMPORTANT ATTACHMENTS (4):**

A. All individuals or entities listed below are required to complete a Personal Information Form (additional copies found here: [http://www.mass.gov/abcc/pdf/forms/retail/reta\\_personalinfoform.pdf](http://www.mass.gov/abcc/pdf/forms/retail/reta_personalinfoform.pdf))

B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form (additional copies found here: <http://www.mass.gov/abcc/pdf/coriform.pdf>)

**IMPORTANT ATTACHMENTS (5):** Any individual, LLC, corporate entity, etc. providing funds of \$50,000 or greater towards this transaction, must provide proof of the source of said funds. Proof may consist of three consecutive months of bank statements with a minimum balance of the amount described, a letter from your financial institution stating there are sufficient funds to cover the amount described, loan documentation, or other documentation.

**IMPORTANT ATTACHMENTS (6):** If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**Additional Attachments**

**IMPORTANT ATTACHMENTS :** ARTICLES OF ORGANIZATION FROM THE SECRETARY OF THE COMMONWEALTH

**Additional Attachments From Local Licensing Authority**

**IMPORTANT ATTACHMENTS :** FORM 43

**IMPORTANT ATTACHMENTS :** NEWSPAPER NOTICE



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street  
 Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM**

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

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

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

LICENSEE NAME

ADDRESS

CITY/TOWN  STATE  ZIP CODE

**TRANSACTION TYPE (Please check all relevant transactions):**

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Alteration of Licensed Premises                            | <input type="checkbox"/> Cordials/Liqueurs Permit       | <input checked="" type="checkbox"/> New Officer/Director | <input type="checkbox"/> Transfer of License        |
| <input type="checkbox"/> Change Corporate Name                                      | <input type="checkbox"/> Issuance of Stock              | <input type="checkbox"/> New Stockholder                 | <input type="checkbox"/> Transfer of Stock          |
| <input type="checkbox"/> Change of License Type                                     | <input type="checkbox"/> Management/Operating Agreement | <input type="checkbox"/> Pledge of Stock                 | <input type="checkbox"/> Wine & Malt to All Alcohol |
| <input type="checkbox"/> Change of Location   | <input type="checkbox"/> More than (3) \$15             | <input type="checkbox"/> Pledge of License               | <input type="checkbox"/> 6-Day to 7-Day License     |
| <input checked="" type="checkbox"/> Change of Manager                               | <input type="checkbox"/> New License                    | <input type="checkbox"/> Seasonal to Annual              |   |
| <input type="checkbox"/> Other <input type="text" value="Change in LLC Member(s)"/> |   |  |   |

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

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



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 239 Causeway Street  
 Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

PETITION FOR CHANGE OF LICENSE

067600018

ABCC License Number

Maynard

City/Town

The licensee Thai Chili House, LLC respectfully petitions the Licensing Authorities to approve the following transactions:

- Change of Manager
- Pledge of License/Stock
- Change of Corporate Name/DBA
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")
- Alteration of Premises
- Cordial & Liqueurs
- Change of Location

Change of Manager

Last-Approved Manager: Tanakon Mongkontavy

Requested New Manager: Pornphan Promnok

Pledge of License /Stock

Loan Principal Amount: \$

Interest Rate:

Payment Term: Lender:

Change of Corporate Name/DBA

Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

Change of License Type

Last-Approved License Type:

Requested New License Type:

Alteration of Premises: (must fill out attached financial information form)

Description of Alteration:

Change of Location: (must fill out attached financial information form)

Last-Approved Location:

Requested New Location:

Signature of Licensee

Thiom sestony  
(If a Corporation/LLC, by its authorized representative)

Date Signed

11/21/16



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

**MANAGER APPLICATION**

All proposed managers are required to complete a Personal Information Form, and attach a copy of the corporate vote authorizing this action and appointing a manager.

**1. LICENSEE INFORMATION:**

Legal Name of Licensee:  Business Name (dba):

Address:

City/Town:  State:  Zip Code:

ABCC License Number:  (If existing licensee) Phone Number of Premise:

**2. MANAGER INFORMATION:**

A. Name:  B. Cell Phone Number:

C. List the number of hours per week you will spend on the licensed premises:

**3. CITIZENSHIP INFORMATION:**

A. Are you a U.S. Citizen: Yes  No  B. Date of Naturalization:  C. Court of Naturalization:

(Submit proof of citizenship and/or naturalization such as U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

**4. BACKGROUND INFORMATION:**

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes  No

If yes, please describe:

B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes  No

If yes, please describe:

C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes  No

If yes, please describe:

D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature  Date

# *Town of Maynard*

*Given this day March 15 2016 Maynard Board of  
Selectmen award our first (BEEEP Grant)  
To establish a Founder's Day event in town. In the  
amount of \$1053.44*

## *Maynard Founder's Day*

**Citation of  
Business  
Environment  
Enhancement  
Program**



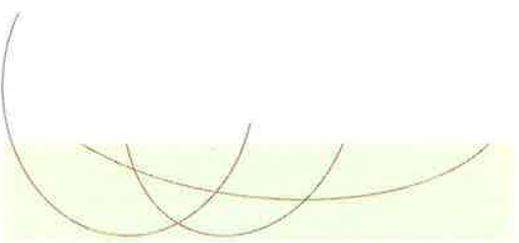
Chris DiSilva – Chair, Board of Selectmen

Jason Kreil – Board of Selectmen

Terrence Donovan – Board of Selectmen

David Gavin – Board of Selectmen

Tim Egan – Board of Selectmen



## Becky Mosca

---

**From:** Kevin Sweet  
**Sent:** Tuesday, March 08, 2016 11:21 AM  
**To:** Becky Mosca  
**Cc:** Andrew Scribner-MacLean  
**Subject:** FW: BEEP grant request for BOS scheduling  
**Attachments:** BEEP Application - Haley Fritz (03-01-16).pdf

Becky,

Please add to March 15<sup>th</sup> Agenda

---

**From:** Bill Nemser  
**Sent:** Tuesday, March 08, 2016 11:19 AM  
**To:** Kevin Sweet; Andrew Scribner-MacLean; Becky Mosca; Stephanie Duggan  
**Cc:** Chris DiSilva; Bill Nemser; Chris Worthy; Courtney Rainey ([Courtney.Rainey@MAhouse.gov](mailto:Courtney.Rainey@MAhouse.gov)); Dave Krijger ; jmackeen; Julie Pavlowich; Kate Hogan; Kelsey Schiller; Lynda Thayer ; Melissa Levine-Piro; Paul Nickelsberg ([Paul@orchid-tech.com](mailto:Paul@orchid-tech.com)); Ron Calabria; Sarah Cressy  
**Subject:** BEEP grant request for BOS scheduling

Hello Kevin,

On behalf of the Maynard Economic Development Committee, it is my pleasure to announce the EDC has unanimously voted to forward the first "Business Environment Enhancement Program" (BEEP) grant request to the Town Administrator's office for scheduling to be considered by Board of Selectmen!

The BEEP request is from local student Haley Fritz to establish a Maynard "Founders Day" event. This is in conjunction with the Maynard Historical Commission (because of Girl Scout regulations, Peg Brown of Historical Commission is listed as a cosponsor). Most of you will recall Haley recently presented her guide to historic preservation "Stories Found Only in Maynard" Gold Award Girl Scout project to the Board of Selectmen recently.

The EDC hereby requests the request be placed on an upcoming BOS agenda. Because of the tight timeline (event would occur April 16 + 17 of 2016), it is hoped this item can be added to the March 15 agenda.

The EDC supports this request and looks forward to BOS consideration of this application at an upcoming meeting. Please feel free to contact me if you have any questions.

Sincerely,

Bill

Bill Nemser, AICP, LEED AP  
Town Planner  
Office of Municipal Services  
Town of Maynard



**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



# Business Environment Enhancement Program

## Application for Award

1. DATE: MAR 01, 2016

2. TITLE OF PROPOSED PROJECT: MAYNARD FOUNDER'S DAY

3. LOCATION OF PROPOSED PROJECT: MAYNARD

4. APPLICANT:

NAME HALEY FRITZ  
 ADDRESS 12 DEERPATH #2  
 PHONE 978-618-5129  
 EMAIL halmfritz@gmail.com

6. ~~BUSINESS OWNER:~~ CO-SPONSOR

Check if same as Applicant  
 NAME PEGGY BROWN  
 ADDRESS 4 GRANT ST MAYNARD  
 PHONE 978-897-1664  
 EMAIL 01754@comcast.net

5. BUSINESS OR ORGANIZATION:

Check if same as Applicant  
 NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

7. PROPERTY OWNER (s):

Check if same as Applicant  
 NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

8. LETTERS OF AUTHORIZATION FROM OWNER REQUIRED:

If applicant is not business owner.  
 If applicant is not property owner. N/A

9. PROPOSED PROJECT DESCRIPTION: Please provide a separate project description labeled as "Attachment 'A.'" This should consist of materials including, but not limited to, detailed project description, surveys, plans, photographs and any other materials necessary to allow reviewing entities to sufficiently understand and evaluate project.: \_\_\_\_\_



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**Office of Municipal Services**  
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The Best of Both Worlds

information, please call (978) 897-1302 or email [Bnemser@townofmaynard.net](mailto:Bnemser@townofmaynard.net). *Attach additional sheets if necessary.*

## *Business Environment Enhancement Program*

### Attachment "A"

Project Description and Materials (provided by applicant)

Additionally, on Sunday, April 17, 2016 from 11:00 AM to 12:30 PM, an official ceremony will be held to reflect on the success of the celebration and to illustrate the historic and novel nature of a brand-new event that will further community pride and identity. Fritz would like to hold the ceremony in Memorial Park, conveniently providing an ideal opportunity to draw attention to the park's future redesign. The event will consist of remarks from Fritz, the Maynard Historical Commission, and, ideally, Massachusetts State Representative Kate Hogan. Finally, the Maynard Board of Selectmen will present the official town proclamation of Founder's Day and the ceremony will conclude.

Funds from the Maynard Business Environment Enhancement Program are requested to provide the necessary capital to support this historic and groundbreaking celebration. These funds will defray the costs of a police detail to block the streets for safety during Saturday's activities, pay for materials such as prizes for the completion of the scavenger hunt and any materials needed by local businesses (craft supplies for children's activities, etc.), and fund the printing of advertising for the event and programs for Sunday's ceremony, among other things. A full breakdown of costs is provided on the following page.

The support of the Maynard Business Environment Enhancement Program in the first official Founder's Day celebration would undoubtedly heighten the enjoyment, success, and impact of the activities on the citizens of Maynard. In addition to promoting local business and history, the program will also encourage future Maynard Girl Scouting initiatives by supporting a local Gold Award candidate.

Thank you for your time and consideration of this application, and please continue to keep Founder's Day in your thoughts as you review applicants for the Business Environment Enhancement Program.

<b>Materials</b>	<b>Quantity</b>	<b>Price</b>
Police detail	Approx. \$50/hour for 6 hours	\$300.00
Programs	\$0.40/program for 250 programs (minimum purchase)	\$100.00
Raffle prize: gift certificate to a local restaurant	One \$25.00 gift certificate	\$25.00
Assortment of small toys for scavenger hunt prizes	One assortment of 250 toys	\$36.99
Scavenger hunt worksheets	50 copies of both scavenger hunts, two double-sided pages each (stapling will be done by	\$128.00



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# Business Environment Enhancement Program

## Application for Award

1. DATE: MAR 1, 2016

2. TITLE OF PROPOSED PROJECT: MAYNARD FOUNDER'S DAY

3. LOCATION OF PROPOSED PROJECT: MAYNARD

4. APPLICANT:

NAME HALEY FRITZ  
 ADDRESS 12 DEERPATH #2  
 PHONE 978-618-5129  
 EMAIL halmfritz@gmail.com

6. BUSINESS OWNER: CO-SPONSOR

Check if same as Applicant  
 NAME PEGGY BROWN  
 ADDRESS 4 GRANT ST MAYNARD  
 PHONE 978-897-1664  
 EMAIL 01754@comcast.net

5. BUSINESS OR ORGANIZATION:

Check if same as Applicant  
 NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

7. PROPERTY OWNER (s):

Check if same as Applicant  
 NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

8. LETTERS OF AUTHORIZATION FROM OWNER REQUIRED:

If applicant is not business owner.  
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*Business Environment*

SEE ATTACHED

**10. APPLICATION DETAILS AND CONDITIONS:**

N/A

- I/we certify that the building owner is the owner of the property (if applicable).
- I/we have attached a copy of all current leases.
- I/we certify any outstanding code enforcement actions for this property must be addressed prior to receiving an award.
- I/we understand I/we are responsible for attending assigned Economic Development Committee and Board of Selectmen meeting and being prepared to answer any questions.
- I/we have reviewed the program overview and guidelines, have familiarity with responsibilities of each party and understand that:
  - The Business Environment Enhancement Program grant is paid to the applicant as reimbursement for paid invoices to third party contractor(s).
  - All services to be performed by third party contractors shall be the subject of agreement between applicant and contractor(s).
  - The Town shall not assume any liability for such agreements, except as specifically authorized by the program.

**11. APPLICANT ACCEPTANCE OF TERMS:**

I/we have read and understand the program guidelines, accept the qualifications and conditions and through signature(s) below, certify that I/we are qualified and will abide by such conditions set forth in this application and all reasonable conditions which may be issued by the Town of Maynard in the implementation of this program.

APPLICANT:

By: Shaley M. Fung  
(Signature)

By: \_\_\_\_\_  
(Signature)

Date: March, 2016

BUILDING/PROPERTY OWNER: CO-SPONSOR

By: [Signature]  
(Signature)

By: \_\_\_\_\_  
(Signature)

Date: MARCH 1, 2016

**12. APPROVED BY BUILDING COMMISSIONER (staff use only):**

\_\_\_\_\_  
(Signature and Date)

**13. ECONOMIC DEVELOPMENT COMMITTEE MEETING DATE (staff use only):**

**14. BOARD OF SELECTMEN MEETING DATE (staff use only):**

**15. STAFF MEMBER ASSIGNED (staff use only):**

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## *Business Environment Enhancement Program*

### Attachment "A"

Project Description and Materials (provided by applicant)

The Town of Maynard was first incorporated on April 19, 1871. Maynard, like many other classic New England mill towns, is rich with history. With the tremendous growth and success of the textile mill started by Amory Maynard in 1847, the town's population boomed, and Maynard blossomed into a thriving industrial community. Many citizens of Maynard today can still trace their family lines back to those first-generation immigrant mill workers.

Today, Maynard is a thriving community, combining a vibrant downtown area with small-town values – a characteristic now promoted as *The Maynard Advantage*. Yet despite economic, cultural, and educational benefits to its citizens, Maynard has yet to recognize the momentous occasion of its historic incorporation.

As part of a Girl Scout Gold Award project, local Ambassador Girl Scout Haley Fritz – a current senior at Maynard High School – wrote an historic preservation handbook entitled *Stories Found "Only in Maynard"* and designed a series of children's scavenger hunts throughout Maynard's historic downtown. Entering the next leg of the project, her focus will be the planning and execution of a town-wide Founder's Day to honor both the date of Maynard's first town charter and its incredible historic past.

Fritz presented her project to the Maynard Board of Selectmen on January 18, 2016. The Board of Selectmen honored her request to designate April 19<sup>th</sup> as Founder's Day; furthermore, she recently submitted an official proclamation request with the town to enact this holiday forevermore.

Beginning on April 16 and 17, 2016, Founder's Day will be accompanied by a celebration throughout the community of Maynard, both to promote cultural awareness and recognition of Maynard's rich history and to highlight its present economic vitality and plethora of small businesses. This year's celebration is being planned jointly with the Maynard Historical Commission, which will be requested to assume the planning for all future Founder's Day celebrations upon the graduation of Haley Fritz. It is hoped future Founder's Day celebrations will result from the momentum generated by the inaugural event, and will become a recurring source of town festivities for all ages.

The initial Founder's Day will run as a two-day celebration of Maynard's town history. On Saturday, April 16, 2016 from 10:00 AM to 4:00 PM, activities - such as authentic children's crafts from the 1800s, or tours led by the Maynard Historical Commission - will be held throughout downtown Maynard. With the support of the Maynard Business Alliance, Fritz plans to engage local businesses such as the Fine Arts Theater, smARTroom, Halfway Café, and more. Additionally, Children's Librarian Mark Malcolm of the Maynard Public Library has agreed to coordinate Fritz's scavenger hunt at this year's event, as well as subsequent celebrations. Fritz plans to engage other local people and organizations, such as town history author David A. Mark and the Maynard Community Band. The involvement of Maynard's many businesses and organizations will not only make the celebration enjoyable for attendees, but will also emphasize Maynard's revitalization and draw traffic to our historic downtown, the economic heart of Maynard.

Additionally, on Sunday, April 17, 2016 from 11:00 AM to 12:30 PM, an official ceremony will be held to reflect on the success of the celebration and to illustrate the historic and novel nature of a brand-new event that will further community pride and identity. Fritz would like to hold the ceremony in Memorial Park, conveniently providing an ideal opportunity to draw attention to the park's future redesign. The event will consist of remarks from Fritz, the Maynard Historical Commission, and, ideally, Massachusetts State Representative Kate Hogan. Finally, the Maynard Board of Selectmen will present the official town proclamation of Founder's Day and the ceremony will conclude.

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Assortment of small toys for scavenger hunt prizes	One assortment of 250 toys	\$36.99
Scavenger hunt worksheets	50 copies of both scavenger hunts, two double-sided pages each (stapling will be done by	\$128.00

	hand)	
Construction paper	One pack of 500 sheets	\$17.68
Yarn	\$2.79/skein for 6 skeins	\$16.74
Beeswax candle rolling kits	One kit makes 44 candles - three kits for 132 children	\$42.57
Girl Scout insurance	\$0.11 per person for 150 people - minimum payment \$5.00; covers 45 people	\$16.55
Promotional flyers	200 copies/business for three businesses	\$192.00
Posters	\$49.95 for 5	\$49.95
Stand-up banners for Memorial Park	\$39.99 each for holders, plus \$23.99 per banner for two banners	\$127.96
<b>TOTAL EXPENSES</b>		<b>\$1,053.44</b>



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 New England Living for Everyone

*Business Environment Enhancement Program*  
Application for Award

1. DATE: \_\_\_\_\_

2. TITLE OF PROPOSED PROJECT: \_\_\_\_\_

3. LOCATION OF PROPOSED PROJECT: \_\_\_\_\_

4. APPLICANT:

NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

6. BUSINESS OWNER:

Check if same as Applicant  
 NAME \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 PHONE \_\_\_\_\_  
 EMAIL \_\_\_\_\_

5. BUSINESS OR ORGANIZATION:

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APPLICANT:

BUILDING/PROPERTY OWNER:

By: \_\_\_\_\_  
 (Signature)

By: \_\_\_\_\_  
 (Signature)

By: \_\_\_\_\_  
 (Signature)

By: \_\_\_\_\_  
 (Signature)

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

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

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 (Signature and Date)

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## *Business Environment Enhancement Program*

### Attachment "A"

Project Description and Materials (provided by applicant)

## DRAFT

Annual or Special	Control letter	Title	Department
ATM	A	Town Report Acceptance	Board of Selectmen
ATM	B	Fiscal Year 2017 Salary Administration Plan	Board of Selectmen
ATM	C	Obsolete Equipment, Material	Board of Selectmen
ATM	D	Authorize Revolving Funds Chapter 44, Section 53E 1/2	Board of Selectmen
ATM	E	Community Preservation Fund Budget Fiscal Year 2017	Community Preservation Committee
ATM	F	Town General Fund Budget Fiscal Year 2017	Board of Selectmen
ATM	G	Sewer Enterprise Fund Budget Fiscal Year 2017	Board of Selectmen
ATM	H	Water Enterprise Fund Budget Fiscal Year 2017	Board of Selectmen
ATM	I	Finance Committee Reserve Fund	Finance Committee
ATM	J	Tax Title Collection Revolving Fund	Board of Selectmen
ATM	K	Optional Additional Exemption	Board of Assessors
STM	S-J	Water Retained Earnings	Department of Public Works
STM	S-K	Sewer Retained Earnings	Department of Public Works
STM	S-L	CPC Fund Close out Undesignated Fund Balance	Community Preservation Committee
STM	S-M	CPC Fund Close out Unexpended Funds	Community Preservation Committee
STM	S-N	Free Cash	Board of Selectmen
STM	S-O	Unaccepted Roads	Board of Selectmen
STM	S-P	Unaccepted Roads	Board of Selectmen
STM	S-S	Sale of Coolidge Building	Board of Selectmen

STM	S-T	By-Law Change in Chapter XX	By-Law Committee
STM	S-U	By-Law Change in Chapter XX	By-Law Committee
STM	S-V	By-Law Change in Chapter XVIII	By-Law Committee
STM	S-W	By-Law Change in Chapter XIII	By-Law Committee
STM	S-X	Capital Stabilization Fund	Board of Selectmen