



AGENDA
Maynard Board of Selectmen Meeting
Tuesday, September 6, 2016
Town Building – Michael J. Gianotis Meeting Room
(No. 201)
Regular Meeting Time: 6:30 pm

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

Call to order (6:30 pm)

1. **Executive Session** – To deliberate with respect to Collective Bargaining and Litigation

Pledge of Allegiance

2. **Public Comment**

3. **Acceptance of Minutes**

- a) August 16, 2016

4. **Correspondence**

- a) Water Restrictions, ALL Maynard, Level 3, in effect August 23, 2016
- b) OARS notice, action alert, As drought worsens in MASS
- c) Department of Environmental Protection, Drought
- d) Library monthly report August 2016
- e) Fire Department monthly report August 2016
- f) Maynard Citizens Corp./ Medical Reserve Corps meeting notice Sept. 8, 2016
- g) Council on Aging meeting notice, Sept. 8, 15, 2016 & Oct. 6, 2016
- h) Fire Station Building Committee meeting notice, Sept. 13, 2016
- i) Library Trustees meeting notice, Sept. 13, 2016
- j) Council on Aging meeting notice, Sept. 15, 2016
- k) Email – D. Gavin, concern with Memorial Park
- l) 6 Bridges Gallery notice of Exhibit Sept 10, 2016
- m) Water / Sewer Operator job posting with Town of Maynard
- n) Assabet Valley Chamber, 16th Annual Golf Classic, Sept 19, 2016
- o) Notices of Noncompliance at Mill & Main
- p) OARS, 30th Annual River Cleanup, Sept. 17, 2016

5. **Consent Agenda**

- a) One-Day Permit, Block Party – Balcom Lane, October 1, 2016- repeat
- b) One-Day Permit, Maynard Fest – at Pleasant Café, Liquor, & Entertainment, 10-1-16
- c) Board of Appeals Alternate Member Renewal – Jamal DaVita

6. **Board Interviews and Appointments**

- a) Board of Appeals

AGENDA

Maynard Board of Selectmen's Meeting September 6, 2016

- i. John Courville
 - ii. Jerry Culbert

- b) Recreation Commission
 - i. Maggie Wallace

- c) Affordable Housing Trust
 - i. John Courville
 - ii. Odessa Deffenbaugh
 - iii. Rick Lefferts
 - iv. *David Gavin – BOS Representative*
 - v. *Bob Larkin – MHA Representative*

- 7. Police Officer Appointment: Mirella Ruggiero**

- 8. 7:15pm Continued Public Hearing: 2 Rice Road**

- 9. Discuss Request for Parade Permit: 6 Bridges Gallery – Seagull Cinderella**

- 10. Updates from ABCC, eLicensing – Pilot Program**

- 11. 129 Parker Street - Memorandum of Agreement Discussion & Possible Ratification**

- 12. Approve and Accept Special Town Meeting Article**

- 13. Approve Special Town Meeting Warrant**

- 14. Town Administrator Delegated Approval Authority**

- 15. Town Administrator Review**

- 16. Town Administrator Report**

- 17. Chairman's Report**

- 18. Board Member Reports**

- 19. Adjournment (9:30)**

Respectfully submitted,



Kevin Sweet, Town Administrator

Next meeting date(s): Regular Meeting – Sept 20, 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, August 16, 2016
Room 201, Town Hall
Time: 6:30 pm**

Present: Chairman, Chris DiSilva, Selectman Jason Kreil, Selectman David Gavin, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, and Administrative Assistant Becky Mosca.

Executive Session – To deliberate with respect to Collective Bargaining will return to open session
Roll Call

<u>Selectmen</u>	YEA	NAY	ABSTAIN	ABSENT
Selectman Gavin				
Selectman Egan				
Selectman Kreil				
Selectman DiSilva				
Selectman Donovan				

Close Session note time 7:09 pm.

(This public meeting was recorded).

Public Comments: Vic Tomyl commented that the BOS is supposed to do a review of the Town Administrator every year. Requests to see each members write up about the Town Administrator and a copy of the summary. Glen wood Cemetery, is the water metered. In addition, WAVM is advertising the wrong date for Special Town Meeting, it should show as October. 5, 2016. BOS office to contact WAVM to update meeting advertisement.

Acceptance of Minute August 2, 2016

A motion was made by Selectman DiSilva to accept and approve the minutes of August 2, 2016 as shown. Second by Selectman Kreil. Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for August 16, 2016). A-H

A motion was made by Selectman DiSilva to accept the list of correspondences **A-H** as shown. Second by Selectman Egan. Vote 5-0. Motion approved.
Chair DiSilva commented that item G., letter from John Duro made a claim that Haynes Street (park) we have no historical data, title or deed to confirm Mr. Duro's claim.

Consent Agenda

- a) Cultural Council – Molly Bergin term June 30, 2019
- b) Arbor Day Proclamation – received from Michele Grenier, Conservation Agent

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

Special Permit – Block Party – Request from Nichole Karlon

A motion was made by Selectman DiSilva to accept and approve the Special permit request for a block party on lower end of Driscoll Ave. on Sunday, August 21, 2016 from 5:00 pm to 7:00 pm. Second by Selectman Gavin. Vote 5-0. Motion approved

Selectman Gavin commented that the Board should grant the authority over to the Town Administrator to give out block party permits

Cemetery Deed # 2030

A motion was made by Selectman DiSilva to accept and approve the cemetery deed # 2030 as shown. Second by Selectman Kreil. Vote 5-0. Motion approved

One-Day Liquor License and Entertainment Request – Maynard Cultural Council

A motion was made by Selectman DiSilva to accept and approve the One-Day Liquor License, note you must have a TIPS trained server and entertainment license for the Maynard Cultural Council for Saturday, September 10, 2016. Second by Selectman Donovan. Vote 5-0. Motion approved

Discuss Livery License: Jay's Transportation: Removed

7:15 pm

LEGAL NOTICE

The Board of Selectmen will hold a public hearing on August 16, 2016 at 7:15 PM in the Michael Gianotis Room of Town Hall, 195 Main Street, Maynard, MA pursuant to the report and petition of the Maynard Building Commissioner that the presence of four (4) uninhabited camping trailers at 2 Rice Road, Assessor's Map 4 Parcel 124 constitutes a nuisance under Chapter IX, Section 22.2.5. All interested parties may attend and be heard at that time. A copy is on file with the Town Clerk.

The subject to be discussed at this hearing includes the following alleged violations of applicable law, rules and/or regulations:

1. Whether, the owner of 2 Rice Road has caused by acculated uninhabited camping trailers at said 2 Rice Road

1. OPEN THE HEARING:

Prior to offering any evidence, I ask that if there is anyone here who will be presenting evidence to the Board to Stand, raise your right hand and repeat after me:

“I Richard Asmann, Building Commissioner (state your name) swear that the testimony I am about to provide is the whole truth.”

“I Ann-Marie Cook-English (state your name) swear that the testimony I am about to provide is the whole truth.”

The hearing is open.

(Richard Asmann, Building Commissioner to present evidence)

(Ann-Marie Cook-English allowed to question and present evidence)

I have (4) camping trailer on the property. 1 – Is a 1952 Spartan trailer. This is the trailer that I plan to remodel from the spare parts from the (2) other trailers on the property. I plan to move this trailer once it is complete to a piece of property in Maine. If I move it now I will not have access to tools and electricity to fix this camper. The 4th trailer is on the outside of the fenced in area. I have no more use for this trailer anymore. Maybe for a shed on property.

The property is well maintained * (noise from crowd in room) – Chair DiSilva requested All to refrain from comments until Ann-Marie is done with her view.

Ann-Marie commented on other properties in the area with trailers. Chair DiSilva, stopped Ann-Marie and reminded her we are here tonight talking about 2 Rice Road only.

Sel. Gavin, ask Building Commissioner, Rick Asmann about what unserviceable and enforceable or (un). R. Asmann, it is a car with 3 wheels and no motor.

J. Kreil no comments at this time.

T. Egan no comments at this time.

T. Donovan no comments at this time.

D. Gavin, present case, R. Asmann, do we have any reference to storage trailer?

R. Asmann, only thing we have is so broad our zoning By-Laws need to be re-written for storage of trailers – snowmobiles, jet skis, this should all be re-written.

D. Gavin would not like it if one of his neighbors had this nuisance in their yard. Legal, Sarah Bellino said section D. if it constitutes a nuisance in the Board eye then it is a nuisance.

Chair asked if anyone in the room had comments regarding 2 Rice Road.
Anyone else who would like to speak?

B. Cranshaw, 20 Mockingbird lane question; so behind the fence 3 trailers and 1 outside of fence, yes.

R. Cassidy 4 Rice Road, this property devalues all the other properties. I have talked with a realtor. I know, Miss Cook-English said the property is well maintained but it is not, the realtor even said this devalues our properties. Note gave a picture to the Chair with the long grass on the outside fenced area at property, 2 Rice Road.

B. Cranshaw, Question, is the property outside the fence Town Property.

V. Galvin 18 Rice Road has lived in the neighborhood for 40 years. The property at 2 Rice Road looks awful. Looks like a trailer Park with lights on all time of the night. Christmas lights strung up, eye sore to neighborhood.

T. Donovan, per the pictures, it shows coffee pots, place mats glasses, it has been in use for something – some – type of living going on.

M. Schomacker, 6 Rice Road, question; how long is it going to take to restore the trailer.

Ann-Marie Cook – English, It would have been done this summer if all this did not start. All work stopped when this issue started. Now it will take a year to repair.

V. Galvin, Back 15 years ago I worked in the TA office, and when these type of issues came up, we were told that folks could not live in a trailer longer than 2 weeks at a time.

TA, K. Sweet agreed, as it is a Board of health issue. State sanitary code

Mary Robblee 7 George Road, The property is not maintained, not the lawn and the leaves not raked. This lawn is barely mowed. Property owner does not take care of this lot. We have worked hard to keep up our property, this is not doing justice to the property and it devalues our property.

T. Donovan, question, Is Miss Cook-English the owner of the property.

Ann-Marie Cook-English, no my Mother is the owner.

T. Donovan, so you are not the owner.

T. Donovan ready to make motion

C. DiSilva, this is the first time we have heard that you have a plan to do something with the trailers. It is a start. In addition, to move the trailers. We have your letter from today. Do you want to work out a plan to complete this with us?

Ann Marie yes and I want enough time to do this work and then move to Maine – I cannot do this work if I am under stress

M. Schomacker 6 George Road, not once has this yard been kept up. Property is not maintained. Large trailer since May 3rd
Small trailer delivered around the December period.
Therefore, now it's (4) trailers and 8 months have gone bye.

People are in the trailers – yes agreed the yard is now mowed but it looks like the Beverly Hill Billy's. Extension cords, concern about the fire Hazard to the neighborhood

Ann Marie Cook-English, somebody shot the front window out with a bee bee gun and slashed the tires so the outside camper is tipping over.

R. Asmann, Visibility of the 6-foot fence, the homes in the area is 2 story homes. A. Cook did say she was keeping the lights on because she can.

D. Gavin agreed it is visible from the road. He did a drive bye on Sunday. If someone is out on their deck, they could and can see in the back yard.

C. DiSilva asked A. Cook if she filed a Police report on the window and tires.

Ann Cook, yes she did.

C. DiSilva

R. Cassidy, we need to look at By-Laws and get them updated.

C. DiSilva agreed.

J. Robblee 4 trailers, she said she could do it in a year. Why not – Sept. 30 or Nov. 30? How much work will be done in a year?

S. Bellino, if Board thinks it is a nuisance you must act on that issue. Town can remove the nuisance and put a property lean against the property.

D. Gavin – wants to work something out as agreement.

V. Galvin, How can we trust her to get the work done?

T. Donovan, Owner of the property not at meeting.

M. Robblee, How can we hold her to it?

2. Board Should Discuss the Count and Vote on to determine if a Violation Occurred.

Given that the property owner's representative is contesting the allegations contained in the Notice, the Board must determine whether a nuisance exists at the Property.

Nuisance is defined as:

Any substantial interference with the common interest of the general public in the maintenance of decent, safe, and sanitary structures and neighborhoods, when such interference results from the hazardous or blighted condition of private real property. Specific conditions, which may be characterized as nuisances, may include, but shall not be limited to:

- (a) Burnt structures not otherwise lawfully habitable or usable*
- (b) Dilapidated structures*
- (c) Dangerous or unsafe structures*
- (d) Overgrown vegetation which may harbor rats and vermin, conceal pools of stagnant water or other nuisances, or which is otherwise detrimental to neighboring properties or property values*
- (e) Dead, decayed, diseased, or hazardous trees, debris, or trash*

A motion was made by Selectman Donovan to classify 2 Rice Road as a nuisance and we will take up and notify the homeowner that we will take further action. Second by Selectman Gavin. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to continue the hearing until Tuesday, September 6, 2016 at 7:15 p.m. Second by Selectman Gavin. Vote 5-0. Motion approved.

129 Parker Street MOA Discussion & Public Comments

Chair asked for comments – we received the following:

B. Cranshaw,

1) Page # 1 first paragraph, “shall supersede and replace any prior Agreements” – Question, Does this affect anything other than the 2006 agreement.

2) Page # 1 third paragraph, “identified an Assessor’s map number 25 and parcel number 152” question, Town GIS indicates two parcels.

3) page 3, section C, “Traffic Assessment dated December 7, 2015” – question, Planning Board, document is March 19th preliminary Traffic Evaluation.

4) Page 3, “dated June 28, 2016” – question, Planning Board website document is July 11th, 2016

5) Page 4, “any and all”, “Project as set forth in the Revised Concept Plan, and ““and shall thereafter be paid as follows:” question, what happens if not all of it gets built? Does the “any and all” and “shall there after” language mean that money only happens if entirety is built?

6) Page 5, item (4) "\$200,000.00 upon issuance of first building permits for any building within the Senior Independent Living or Continuing Care Retirement Community component of the Project." – Question, if project were later changed to say Nursing Home, would we ever get this money?

7) page 5, Timing of Required Action - "Traffic impact and access study" – question, Good that full traffic study is done upfront but can Planning Board legally use it to justify conditions if site plan is for part of project e.g. If site plan is only for a Dunkin can (PB) make them install signal at 27/Concord which might be needed if / when full project was built.

8) page 6, bottom paragraph, - "The Owner shall retain a traffic engineer(s) licensed in the Commonwealth to monitor the front door improvements and its intersection every six months for a period of 24 months following the issuance of the first occupancy for any building located within the project". Question- How effective is this if first occupancy is of only a small part of the project e.g. only the apartments are built in the first couple of years?

9) Page 9, 5. (Mitigation Funds) "Building permit" A. "building permit" B. building permit" C. "occupancy permit" question – should it be building permit?

10) Page 11, Section 7 Water and Sewer Connection Fees. (Retail, not restaurant (water connection fee) "\$5,000.00" Sewer Connection Fee "\$5,250.00" question - should there be more footnotes. Again, at Restaurant, fast food "water conn. Fee "\$5,000.00" sewer conn. Fee "\$3,500.00"

11) page 11, same section at the Multi-Family Residential at both water "\$450,000.00" & sewer fees "\$630,000.00" – Senior Independent Living water "\$5,000.00 and sewer "\$345,000.00" question, Are these first unit payments or are they reduced if they build 120 instead of 143 assisted living or 150 instead of 180 apartments?

12) Same section next question, Note throughout the document Sr. Independent Living is used but Sr. independent living is not defined in Maynard Zoning?

Vic Tomyl, Pipes, need tending – we have old pipes and we extended the pipes to the end of Maynard on Parker Street awhile back and if we make more connections on those old pipes, we could have issues at Powder Mill pump station in my back yard.

Selectman Gavin asked why Attorney Witten did not change the language in the MOA to say that we need to hold off signing until the concept plan passes at our STM, October 5, 2016.

Affordable Housing Trust Committee

Discussion to advertise to seat an affordable housing committee – updating the committees planning and mission statement.

TA commented to board that he added information regarding the Affordable Housing Trust in drop box. The Community Preservation Committee (CPC) has this committee listed. We had a group added before but it had no movement. We have some of the same members to add back on and a few new members. We need a BOS member to be on this committee. Sel. Gavin agreed to join.

Potential Members, Rick Lefferts, John Couville, Siobain Mitchell, Robert Larkin, and David Gavin

Ratification of Public Employees Liuna Local 272 Agreement

TA summarized the contract which was in executive session; hiring and promotions, updated the bereavement now all (7) seven members have equal. No overtime, all are salaried exempt employees and in line with other contracts. FY17, 1.5% increase, FY18, 1.75%, FY19, 2.00% increase plus with annual 1.5% COLA.

A motion was made by Selectman DiSilva to accept and approve the Public Employees LIUNA Local 272 Agreement term July 1, 2016 thru June 30, 2019. Second by Selectman Kreil. Vote 5-0. Motion approved.

Town Administrator Report;

Met with RMR and six people from a Chinese investment company interested in the former Stratus property. RMR is RE Investment Trust representatives. Investors very interested but have several ideas, some which would be easier than others to approve. Including business park, private K-12 international school with dormitories, medical training facility (nurse, PA's) and residential only. The town has been approved for a technical assistance grant for complete streets development. This money, \$49,100.00, will enable us to focus our already scheduled pavement and sidewalk improvements and receive up to \$400,000.00 annually for construction – over and above Town funds and Ch. 90 investments.

Cross Town Connect is moving forward with two commuter shuttles. Maynard / Acton and Littleton / Boxboro/ Westford. Details are progressing and we hope to have the Maynard route in place by early September (awaiting final word on the \$45,000.00 State appropriation) the Littleton section begins after October 1 as it is federally funded.

Seasonal paving

Concord Street – Vernon Street to Town line (2: Mill & Overlay) – Lazaro Paving Company

Powder Mill Road – Parker Street to Town Line (2: Mill & Overlay)

Patti Lane (Reclamation)

Michael Road (Reclamation)

Glenn Drive (Reclamation)

Main Street – River Street to Summer Street (half reclaim / half Mill & overlay)

Main Street – Riverbank to Route 117 (2: Mill & Overlay) (Possible)

Main Street - Riverbank to Route 117 (2: Mill & Overlay) (w/ADA accessible ramps at street corners) (Possible)

Crack Seal:

Several streets noted Approximately 2/3 of Town of Maynard, Bates Ave., Beacon St., Burnside St., Butler Ave., Chance Farm Lane, Chandler St., Country Lane, Acton St., Fairfield St., Fifth St., First St., Fourth St., Garfield St., Great Rd., Hird St., Howard Rd., Crane Ave., Dartmouth St., Dewey St., Douglas Ave., East St., Elm St., Elmwood St., Everett St., Summer Hill Glen, Summit St., Third St., Thomas St., Tremont St., Vernon St., Walcott Ave., King St., Lantern Lane, Lindberg St., Mill St.,

Pine St., Railroad St., Sarah Lane, Second St., Sudbury St., Walnut St., Waltham St., Warren Ave, West St., Wilder St., Wind Mill Drive, Winthrop Ave., Wood Lane.

Municipal Modernization Bill signed on August 9, 2016 by the Governor Charlie Baker.

129 Acton Street- We have looked at sidewalk area that will connect to the Assabet River Rail Trail area has a grade drop – we need to request they delay the sidewalk until the ARRT is near complete it will delay about 6 weeks. DPW, Wayne our engineer thinks it is a safety issue and that the grading needs to be leveled. AS it's a public access point. BOS ok with this amendment change as long as developer at 129 Acton Street completes the work.

Chair Report;

Emails from the ABCC can we add to the next agenda and review the changes. Agreed 9/6/16 Counted the signs on Main Street down to the McDonald building – 26. It's an issue for vehicles going the wrong way on Main Street section that is a one way. Flower Pot said in the past 2 days a vehicle has taken the left each day. Can we let someone know to put up another sign at the entrance to Main Street from River – No left turn?

Board Member Reports

Selectman Egan; none

Selectmen Donovan; Can we let Mr. Fenton know he needs to keep gear off of the road so it's not an issue for folks driving down the road near his work site at 129 Acton Street.

Selectman Gavin; how is the water level in Town? TA – it is good we have Daily monitoring of the level by DPW.

Do we have any communication from Mill & Main?

Good news with the Grant at the Library for the Wi-Fi (State Grant) received.

Koto's to Aaron on the response for customer services

Bridge at John's Cleaner, Can we look at the trees and other debris

Clerk's Office, are they ramping up for the elections?

Selectman Kreil; TA report, regarding the Chinese group, property out on Powder Mill Road (dormitory – housing).

Complete Streets summary and 5-year plan with monies and project timelines- small repairs.

In addition, Mr. Fenton needs to fix the electrical trench at 129 Acton Street.

Sack Sulzer, your last night a big Thank you from the Board of Selectmen and come back any time.

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

Meeting ended at 9:35 pm

Time: _____ pm

Approved: _____

Date:

Selectman, Jason Kreil, Clerk

Initials: BJM

Attachments:

- 1) Ann Marie Cook English
- 2) Richard Asmann



Maynard Building Department

195 Main Street
Maynard, MA 01754

Tel: (978) 897-1373

Fax: (978) 897-8489

July 18, 2016

Jean L. Cook
2 Rice Road
Maynard, MA 01754

Re: 2 Rice Road, Assessor's Map 4 Parcel 124

Dear Ms. Cook,

This office has received a number of citizen complaints concerning the placement of 4 camping trailers at your residence, 2 Rice Road in Maynard. The complaints, for the most part, centered on the visual impact to the neighborhood and altering the nature of the property to one that is non-residential in character. Some complaints suggested that the activities on the property were consistent with that of a junk dealer or that of unpermitted home business involving the renovation and sale of these trailers. After an inspection of your property on May 18, 2016, I documented the following:

- 1) 1 medium size and 2 small camping trailers in a fenced in side/rear yard area;
- 2) 1 small camping trailer in the front/side yard located less than 25 feet from the street line;
- 3) All 4 trailers show signs of being in the process of restoration;
- 4) None of the trailers show any indication of habitation;
- 5) None of the trailers had functional plumbing or cooking facilities.
- 6) Your daughter, Ann-Marie, has asserted that she is not restoring these trailers for resale.

In reviewing this situation for possible violations under the Maynard Town By-laws or Protective Zoning By-Laws, I made the following findings:

- 1) These non-motorized camping trailers do fit within the definition of 'Trailer' in the Zoning By-laws;
- 2) The current Zoning By-law for trailers (Section 7.4) is unworkable. Taken literally, Section 7.4.2 requires a Special Permit for every recreational, camping or travel trailer in the Town of Maynard, regardless of size, whether or not motorized and whether or not garaged. It is difficult and too much of a leap in reasoning to assume that there was a grammatical error at the time of writing that would have allowed one trailer by right with additional trailers by Special Permit. The definition of trailers applies to non-motorized recreational trailers with or without kitchen and bathroom facilities (which may be up to 45 feet long) and to something as large as a doublewide motor home. For this reason, I cannot assume the By-laws' intent to allow one trailer by right.
- 3) The smaller trailers on the property range in length from around 10 to 17 feet. The medium size trailer is close to 35 feet in length. Ann-Marie had mentioned during my

inspection that she might use one or more of the trailer as a shed for storage. There is no local definition for what constitutes the accessory structure called a shed. There are no limits on the material or appearance of these structures. The State Building Code does not require a foundation or anchorage for detached one to two family use accessory structures 200 square feet or less in area. Such structures would have to meet setback and coverage requirements of the Maynard Protective Zoning By-laws. The area of the parcel at 2 Rice Road is \approx 12,327 sq. ft. The allowable coverage on this lot of structures with roofs is \approx 1,849 sq. ft. The current on this parcel by the house and porch is 1,450 sq. ft. Therefore, if you or Ann-Marie wanted to use the trailers as sheds, you would be limited to two of the smaller trailers or just the medium size trailer (which would require a Building Permit and a suitable foundation and anchorage).

- 4) It is my opinion that these trailers do not fall under the provisions of Chapter IX, Section 21 of the Town By-laws, concerning unregistered motor vehicles.
- 5) It is also my opinion that the presence of all 4 trailers on the parcel may constitute a nuisance under the provisions of Chapter IX, Section 22 of the Town By-laws. Section 22.2.1 defines blight as, "Any condition seriously impairing the value, integrity, strength, durability or appearance of real property." An argument can certainly be made that this collection of trailers on one single family lot affects not only the value of this parcel but others in the immediate neighborhood.

Therefore, it is my opinion that this condition constitutes a nuisance under the Town's general By-laws. A copy of this report will be filed with the Town Clerk's Office. Pursuant to Chapter IX, Section 22.3.1, the Board of Selectmen will set a hearing date within 30 days receipt of the report.

Respectfully,

Richard A. Asmann
Maynard Building Commissioner

CC: Kevin Sweet, Maynard Town Administrator





I request that this document be included as part of the record for tonight's public hearing

Board of Selectmen

Town of Maynard

195 Main Street

Maynard, MA 01754

RE: Public Hearing - 2 Rice Road

Dear Selectmen:

I currently own four vintage camping trailers, which are being kept on the property located at 2 Rice Road. It is my intention to restore the 35 foot 1952 Royal Spartanette and move it to a remote piece of land to serve as a small vacation home for my family and I. Two additional small vintage travel trailers (1961 Shasta Airflyte and 1958 Fan) were acquired to serve as storage sheds in order to store the interior parts of the Spartanette during restoration. One of these trailers, likely the 1958 Fan, will go with the Spartanette to continue serving as a storage shed when the trailer is placed remotely on a piece of land. The other, likely the 1961 Shasta Airflyte, will be restored and will serve as a camper trailer.

These three trailers are being kept in a clean, well maintained yard surrounded by a six foot privacy fence. All of them are clean, whole, stable, safe units. They have been thoroughly cleaned and disinfected. There are no debris scattered about and no loud noises or odors come from these trailers.

A fourth camper trailer, 1967 Frolic, sits on the opposite side of the property. This section of property is also clean and well maintained. This trailer will be restored or sold.

It is the Building Commissioner's opinion that the presence of these trailers on the property at 2 Rice Road constitutes a nuisance under the Town's general bylaws pursuant to Chapter IX, Section 22.3.2 yet there are several other properties in the immediate area, as well as all over town, that contain storage sheds and recreational vehicles such as campers, utility trailers, animal trailers, toy haulers, and boats. Several of these properties contain multiple recreational vehicles and storage sheds and none of them have been served a notice or subjected to a public hearing. This is not 'blight' or a 'nuisance' - it is normal use of property, and your own public records show this.

It should also be noted that I submitted several written complaints in reference to other properties containing recreational vehicles, some of which contain multiple units. In addition, I submitted other code and health violations of a similar nature. None of these complaints were acted upon or even acknowledged. The public records request that I made on July 7, 2016 and the results of that request, which were received from Andrew Scribner-MacLean on July 12, 2016, proves that no action was

property due to 'citizen complaints' that were made about the vintage camping trailers on my property. He inspected the property and said he would make a decision regarding the presence of these camping trailers within a few days after he had had a chance to review the town by-laws. I placed several follow up calls regarding this visit but most were not answered or returned.

On May 17, 2016, I received a call from Richard Asmann who stated that the matter would be turned over to the Board of Selectmen and discussed at that evening's BOS meeting. I placed a call to Town Administrator Kevin Sweet to confirm whether or not the property would be discussed. He refused my call, but his secretary said the property did not appear on the agenda and therefore would not be discussed at the meeting. I did not attend the meeting.

On May 18, 2016, I was informed by Richard Asmann that the property had been discussed at the BOS meeting the night before. I sent an email to Town Administrator Kevin Sweet expressing my disappointment in the failure of his office to notify me of this. He replied stating that neither he nor his office was aware that there would be resident complaints made at the meeting.

It has since come to my attention, via the Public Records Law, that a package was circulated to the BOS and the Town Administrator that detailed the complaints and issues being brought to the meeting regarding my property that evening. The Town Administrator, Kevin Sweet, was not truthful during my inquiries before the BOS meeting May 17, 2016 and was not truthful when he replied to my email and stated he was unaware that the property was going to be discussed.

In addition, on May 18, Richard Asmann asked if he could make a second inspection of the property. At 2:30pm he arrived, inspected, and took multiple photographs of, the inside and outside of all four camping trailers, as well as the yard they are being kept in. He advised me that he would be filing a report with the Town Clerk's Office pursuant to Chapter IX, Section 22.3 because the presence of four camper trailers on the property constituted a nuisance under the provisions of Chapter IX, Section 22 of the Town Bylaws. This section defines blight as "Any condition seriously impairing the value, integrity, strength, durability, or appearance of real property."

On May 18, 2016 I made a written request, delivered by electronic mail, for any and all public records relating to this matter under the Massachusetts Public Records Law (M. G. L. Chapter 66, Section 10). I sent three additional follow up requests for the information and none were answered. The Public Records Law requires a response within 10 calendar days. The Town did not comply with this request and an Appeal of Denial of Access to public Records was made to the Secretary of the Commonwealth on June 6, 2016 and again June 9, 2016. On June 10, 2016 I received an email containing email forwards and scanned documents related to the property from Andrew Scribner-MacLean, Assistant Town Administrator.

On July 12, 2016 I filed an Appeal for Denial of Access to Public Records with the Secretary of the Commonwealth.

On July 12, 2016 I filed three separate Open Meeting Law Violation Complaints. The public hearing scheduled for July 19, 2016 was then canceled. On July 19, 2016 at 10am (nine hours before the hearing) I received email notification that the hearing at 7pm was canceled and would be rescheduled at a later date.

On July 20, 2016 I received an email from Sarah Bellino containing the reply from Town Counsel, Lisa Mead, to the Open Meeting Law violation complaints.

On July 20, 2016 a copy of the Building Commissioner's original report, with the date changed from May 24, 2016 to July 18, 2016, was served by Constable to 2 Rice Rd, Maynard.

On July 21, 2016 I received notice via USPS of the rescheduled Public Hearing for August 16, 2016 concerning 2 Rice Rd.

On July 21, 2016 I requested copies of all blight and nuisance cases that have been heard in front of the Board of Selectmen during the past five years and the outcomes and decisions of each via the Public Records Law.

On July 26, 2016 I replied to the Town's response regarding the Open Meeting Law Violations and asked the Attorney General to review the complaints as I was not satisfied with the Town's response. I also sent an email directly to the Town's Counsel expressing my frustration with the Town of Maynard's blatant disregard for their own rules and bylaws. There was no response received from the attorney.

On July 28, 2016 I received an email from Stephanie Duggan in response to the request for public records made July 21, 2016 regarding all blight and nuisance cases that have been heard in front of the Board of Selectmen during the past five years. This email contained an attachment that referenced only one case from 2003.

2 Rice Road, Front

Back yard

Inside of Royal Spartanette

Selected Correspondence:

> From: Ann-Marie Cook-English [<mailto:a.cookenglish@gmail.com>]
> Sent: Wednesday, May 18, 2016 6:45 PM
> To: Kevin Sweet
> Cc: Richard Asmann; Stephanie Duggan; Andrew Scribner-MacLean; Becky Mosca
> Subject: 2 Rice Road Board of Selectmen Meeting
>
> May 18, 2016
>
> Kevin Sweet
> Town Administrator
> Town Of Maynard
> 195 Main St
> Maynard, MA 01754
>
> RE: Board of Selectmen Meeting Tuesday, May 17, 2016
>
> Dear Mr. Sweet,
>
> I am writing to you to express my disappointment in the efficiency of your office yesterday. During a discussion with Building Commissioner Richard Asmann I was told that the complaints regarding the property at 2 Rice Road were going to be discussed at the Board of Selectmen meeting taking place at 7:00pm. I called your office at approximately 12:00pm to confirm the time and place of the meeting and asked your secretary to confirm that the the property discussion was on the agenda. She denied it was on the agenda, placed me on hold, presumably to speak with you, and when she returned she stated emphatically that you, Mr. Sweet, had denied that the property would be discussed at the meeting. I asked to speak to you and you refused the call. I left a message and you did not return the call.
>
> I spoke to Mr. Asmann a second time that day and he confirmed that there had been a change and that the property would not be discussed. Also, Andrew Scribner-MacLean returned an earlier call and he, too, stated that the property was not going to be discussed. I did not attend the meeting last night

> From: Becky Mosca
> Sent: Tuesday, May 17, 2016 3:38 PM
> To: Becky Mosca; Chris DiSilva; David Gavin; Jason Kreil; Kevin Sweet; Terrence Donovan; Tim Egan
> Subject: Complaint from T Herring 28 George Road
>
> Board
>
> We just received this complaint from T Herring. She asked me to send out as she plans to attend the BOS meeting tonight.
>
>
> Becky Mosca
> Administrative Assistant
> Maynard Board of Selectmen
> 195 Main Street
> Maynard, MA. 01754
> e-mail: bmosca@townofmaynard.net
> Voice: 978-897-1351
> www.townofmaynard-ma.gov

Sent from my iPhone

Total Control Panel

[Login](#)

To: bmosca@townofmaynard.net [Remove](#) this sender from my allow list
From: a.cookenglish@gmail.com

You received this message because the sender is on your allow list.



OFFICE OF THE TOWN ADMINISTRATOR
Maynard, Massachusetts

Water Restrictions

***Level 3 Water Restriction is now in effect
August 23, 2016 until further notice***

For the following purpose:

Level 3 Conservation Restrictions: under this restriction, all nonessential outdoor water use is prohibited.

Town Administrator

Kevin A. Sweet



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 Cemetery & Parks Facilities Highway Water & Sewer WWTP

Notice to all Customers of the Maynard Public Water System

Mandatory Level 3 Water Conservation Restriction is now in effect.

All outdoor use of water is prohibited.

The Commonwealth of Massachusetts has declared a Drought Warning for the areas of Central and Northeast Massachusetts. In an effort to preserve our water supply during this drought, the Town of Maynard has issued a Level 3 Conservation order. This elevated conservation restriction will help to ensure the Town can provide an adequate drinking water and fire protection supply to its customers.

The Commonwealth of Massachusetts has declared a Drought Warning for the areas of Central and Northeast Massachusetts. In an effort to preserve our water supply during this drought, the Town of Maynard has issued a Level 3 Conservation order. This elevated conservation restriction will help to ensure the Town can provide an adequate drinking water and fire protection supply to its customers.

Under this Level 3 Conservation Restriction, all outdoor use of water is prohibited. The Level 3 Water Conservation Restriction is in effect from August 23rd, 2016 until further notice. This conservation measure will be strictly enforced with fines of up to \$200 per day.

For any questions regarding this notice, please call the Maynard DPW Office at (978) 897-1317.

For more information on how you can help to conserve water, visit the Massachusetts Energy and Environmental Affairs Water Conservation website:

<http://www.mass.gov/eea/agencies/massdep/water/watersheds/water-conservation.html>

Becky Mosca

From: OARS <office@oars3rivers.org>
Sent: Thursday, August 18, 2016 1:17 PM
To: Becky Mosca
Subject: Massachusetts in Severe Drought: Eliminate Lawn Watering Now

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

OARS

FOR THE ASSABET SUDBURY & CONCORD RIVERS

ACTION ALERT



Drought Worsens in Massachusetts

Last Friday Energy and Environmental Affairs (EEA) Secretary Matthew Beaton [issued a drought warning](#) - the highest level before an emergency is declared - for Central and Northeast Massachusetts. The warning includes the entire Assabet, Sudbury and Concord River watershed. EEA strongly recommends that communities in a drought warning region **immediately ban all outdoor water use**.

Please do your part to save water during this severe drought. **Refrain from watering and let your lawn go dormant.** It will revive with cooler weather and rainfall. Save water indoors [with these 11 easy tips](#). Whatever your source, whether public supply or private wells, we all draw from the same water resources.

The drought warning means that groundwater and streams are at or near



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

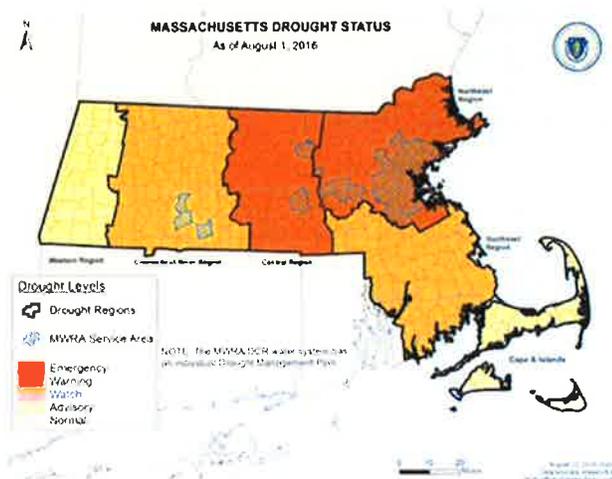
Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner

August 15, 2016

To: All registered or permitted Public Water Suppliers and all other users permitted under the Water Management Act
Re: Drought Warning / Drought Watch / Drought Advisory Status

On August 12, 2016, with most of Massachusetts continuing to experience dry conditions for the fifth straight month, Energy and Environmental Affairs Secretary Matthew Beaton issued a Drought Warning for the Central and Northeast Massachusetts, up from a Drought Watch in July; a Drought Watch for Southeastern Massachusetts and the Connecticut River Valley, up from a Drought Advisory in July; and issued a new Drought Advisory for Western Massachusetts and the Cape and Islands. The declaration resulted from the recommendation issued from an August 12th meeting of the Massachusetts Drought Management Task Force. The Drought Management Task Force is comprised of state, federal and local officials. These August 12th declarations will remain in effect until water levels return to normal in the affected regions. The map below summarizes Massachusetts' drought status as of this month.



The latest drought status update is published on the Web at

<http://www.mass.gov/eea/agencies/dcr/water-res-protection/water-data-tracking/drought-status.html>.

To confirm which drought region your town or city is in, go to the above website and in the "Drought Maps" section click on the link to "List of Massachusetts Towns by Drought Region".

Areas within the Drought Warning are currently experiencing precipitation levels 5-8 inches below normal over past four months. A Drought Warning indicates that groundwater, stream flow, and reservoir levels are below normal, and initiates a much more concerted set of government responses including instituting water restrictions, and more intensified monitoring and coordination between the agencies. The declaration of a Drought Watch represents extremely low groundwater and streamflow levels resulting from prolonged periods of precipitation deficit, including a lack of snowfall in the winter months. The declaration of a Drought Watch warrants detailed monitoring of drought conditions, close coordination among state and federal agencies, and technical outreach and assistance to the affected municipalities. Additionally, a Drought Advisory indicates a level of dry conditions that warrants closer tracking by government agencies.

Drought Declaration and Water Management Act Permits

Water Management Act (WMA) permittees may have permit conditions requiring that non-essential outdoor water use be reduced or further restricted in response to the Drought declaration. **If you hold a WMA permit, please review any conditions pertaining to outdoor water use to determine if you are required to implement more stringent restrictions when the Drought Management Task Force declares a Drought Warning, Watch or Advisory.** Non-Public Water Supply permit holders such as golf courses, industrial, commercial, or agricultural users, should also review their permit for water use restriction requirements.

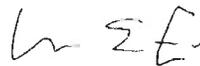
In addition, in response to this year's increasingly dry conditions, **MassDEP has developed more detailed guidance on appropriate outdoor water use restrictions at each drought levels (enclosed with this letter).** This guidance reflects the need to limit outdoor water use to ensure essential needs such as drinking water, fire protection and crop irrigation are being met. It is generally more restrictive than the outdoor water use requirements in Water Management permits. MassDEP strongly recommends that all PWS's, even those without permit conditions requiring them to do so, institute non-essential outdoor water use restrictions.

Public Water Suppliers (PWS) that impose mandatory use restrictions are required to notify the Department, 310 CMR 22.15(8). The Department requests you also notify us when you impose voluntary use restrictions. Copies of the form used to notify us of the restrictions can be found at <http://www.mass.gov/eea/agencies/massdep/water/watersheds/municipal-water-use-restrictions.html>. Please send a completed form to: Jennifer D'Urso, Water Management Program, One Winter Street, Boston, MA 02108, or email at jen.durso@state.ma.us. This will help the Department respond to inquiries regarding use restrictions. We appreciate your efforts to help the Department maintain these lists which are useful for answering questions from the public, as well as targeting public outreach and compliance assistance efforts.

Any PWS having difficulty meeting demands, drought related or not, may want to request a Declaration of Water Supply Emergency ("Emergency Declaration") from the Department. The provisions of the Emergency Declaration process are outlined in regulations at 310 CMR 36.40. Suppliers should contact your DEP Regional Drinking Water Program Chief (see contact information below), or Duane LeVangie of the WMA Program at (617) 292-5706, to discuss concerns or begin the Emergency Declaration process.

The Emergency Declaration will require the PWS to submit a plan for Departmental review and approval that includes provisions to remedy the emergency. Such a plan could include measures to purchase water from another supplier, use emergency sources, implement aggressive conservation measures, and provide a mechanism to restrict outside water use for those PWSs that do not currently have the ability to implement such measures.

Very truly yours,



Douglas E. Fine
Assistant Commissioner
Bureau of Water Resources

Cc: Duane LeVangie, WMA Program Chief, DEP Boston (617-292-5706)
Thomas Mahin, Drinking Water Chief, DEP NERO (978-694-3226)
Robert Bostwick, Drinking Water Chief, DEP CERO (508-849-4036)
Richard Rondeau, Drinking Water Chief, DEP SERO (508-946-2816)
Deirdre Doherty, Drinking Water Chief, DEP WERO (413-755-2148)
Rebecca Weidman, Director, BRP-DWM, DEP Boston

Jen Pedersen, MWWA
Julia Blatt, Mass River Alliance



Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker
Governor

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Lieutenant Governor

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Secretary

Martin Suuberg
Commissioner

Guidance on Outdoor Water Use Restrictions for Specific Drought Levels

Limiting outdoor water use helps ensure that enough water is available for essential needs, including drinking water, fire protection, crop irrigation and harvesting and our natural resources. Towns may have particular circumstances that make limiting water use more urgent to ensure water in an emergency.

Nothing in a Water Management Permit or Registration prevents a water supplier from implementing water use restrictions that are more stringent than those set forth in their permit, registration or in this guidance. If a community has adopted greater restrictions than those required or recommended by MassDEP, water users should **ABIDE BY THEIR WATER SUPPLIER'S RESTRICTIONS**.

Regions in Drought Warning: Severe drought conditions

- Outdoor water use should be banned.

Regions in Drought Watch: Moderate drought conditions

- Outdoor watering should be limited to “handheld” with a hose or a watering can after 5 p.m. or before 9 a.m. (to avoid evaporative losses).
- Restrict outdoor watering with irrigation systems and sprinklers.
- Watering of municipal parks and recreation fields with irrigation systems and sprinklers may continue, at the water supplier’s discretion, before 9 a.m. and after 5 p.m.
- Filling swimming pools, washing cars and washing buildings should be prohibited.

Regions in Drought Advisory: Conditions are abnormally dry

- Outdoor watering with irrigation systems and sprinklers should be limited to no more than one day per week.
- Watering with a handheld hose should be limited to after 5 p.m. or before 9 a.m. (to avoid evaporative losses).

Certain water uses are not subject to mandatory restrictions, such as water use:

- For health or safety reasons;
- For the production of food and fiber;
- For the maintenance of livestock;
- To meet the core functions of a business (for example, irrigation by plant nurseries as necessary to maintain stock).



MAYNARD FIRE DEPARTMENT

Fire Chief
Anthony Stowers

Monthly Report

AUGUST 2016

FIRE RESPONSE AND OTHER FIRE DEPARTMENT ACTIVITIES

The number of requests for emergency service from August 1 to August 31, was 151, resulting in over 300 emergency responses and a total of 695 Additional documented, activities or service requests for the month. The activities for this month break down as follows:

Fire and Emergency Incidents:	151
In-house Training Classes/other training:	49
Fire Safety Inspections-Pre-fire Plans other Fire prevention	145
Administrative/Other:	403
Station/Vehicle Maintenance	98
Total activities for February:	846

TRAINING ACTIVITIES

All shifts have been involved with the training of our new probationary firefighters. All together members completed over 131 hours of on-shift training this month in a variety of topics such as Recruit Training, Boat Operations, driver/operator, Fire Safety Surveys, Leadership Development, RIT, Fitness and hydrant operations, new dispatcher training and building familiarity with walks through multiple buildings among other topics.

SHIFT PROJECTS AND ACTIVITIES

All groups have been involved in continuing maintenance of our cache of Fire suppression hand tools

This month all Maynard Fire Department groups were trained in the use of a new CPR device we have purchased. This device will make CPR more efficient and effective adding to the viability of patients.

ACTIONS OF NOTE:

Captain Walter Latta Jr. began his four-year journey to obtain his Executive Fire Officer certification. He attended the first of four two-week residencies at the National Fire Academy in Emmitsburg, Maryland. Congratulations and good luck moving forward.

Chief Stowers attend the annual Fire-Rescue International conference of the International Association of Fire Chiefs in San Antonio, Texas.

I am extremely pleased to announce that the Town of Maynard has been awarded a grant through FEMA. This grant is to help us replace our 31-year-old aerial ladder. The amount of the grant is \$750,000.00 and will cost about 75% of the cost! This represents huge savings to Maynard taxpayers!

Andrew McAllister started with us on August 15th. Andrew comes to us from the Pease Air Force Base Fire Department where has spent the last six years. He is also an on-call Lieutenant with the Tyngsboro, MA Fire Department.

We are still seeing a large increase in emergency requests for service compared to the same time last year; in fact, we have had three consecutive months with over 150 emergency requests for service compared to only one month all of last year. Additionally two of those months were above 160! The trend has been large increases in fire-related responses where we have seen a 40% increase over last year at this same time. This is a significant increase and each month has seen a large increase from the previous year.

This month Maynard Fire assisted Acton, Concord, and Boxborough as they had significant brush fires. Maynard personnel also handled a building fire in Boxborough while their crews were tied up. Maynard also assisted Concord after the tornado hit earlier this month. We also had a brush fire behind houses on Oscar's Way. Excellent work!

We remain extremely busy working with local business's transitioning to Radio Boxes or another type of monitoring systems. This is a project we started three years ago to reduce our long-term maintenance costs for alarm monitoring.

We are continuing to see a high amount of permit requests and inspection requests, especially 26 F requests which are required when a home is sold in the Commonwealth. To date this year we have completed 188 26F Inspections. In comparison we conducted 211 all of last year, and December is typically our busiest month. This represents an increase of six more 26F inspections per month from last year!

This month saw the continuation of our Fire Station Building Committee as we continue working toward the goal of replacing our aging and cramped facility.

We continued planning this year's Senior Expo with Amy Loveless from the Council on Aging and Detective Chris Sweeney from the Maynard Police Department.

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



Members of Group 2 Training
on the Maynard Fire
Department Boat

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

Library Report to the BOS, August, 2016

Budget Issues: We are working with the ongoing budget. Fortunately, the Town administrator allocated more funding for our expense account so we will not have to draw as heavily from our own funds as the fiscal year passes.

Building Issues: The lawn was weeded in July.

Meeting Room Use: 17 meetings were held in July.

Reference Report: Reference Transactions: 282 One-on-One Computer Help Sessions: 7

Reference News: The library was given 4 PCs and a laptop by the town this month. Three of the PCs will be put out for public use soon with one of them for use by staff. The laptop will be used for library programming and will have programs needed to update and maintain the library's public use computers.

We started our second year of the Adult Summer Reading program this past month. Patrons pick up a Bingo card at the Reference Desk and when they do library-related activities in a row on the card, they are entered into a drawing for gift certificates for the Fine Arts Theater and local restaurants. It started off with a boom, interest has declined a bit in recent weeks. The program will run until the 19th.

YA Librarian's Report: Baby times: 28 attendees at 3 sessions: Karaoke: 7 attendees: DIY Snack Bars: 2 attendees : Game Day: 4 attendees: Travel Games: 2 attendees: Coloring Club: 2 attendees at 1 of the 3 sessions: 14 votes cast in the Tournament of Champions:33 Reference questions and 2 Scavenger Hunt participants.

Children's Report: 883 children attended a variety of programs including "Truck Day", "Animal Babies", in addition to weekly programs such as Story Time, Lego Club, etc.

Circulation: Statistics are unavailable at this time.

Number of people in the library: 12,649.

Miscellaneous: Sally Thurston joined the staff as Circulation Assistant, on Aug 1st.

Respectfully submitted,

Steve Weiner, Library Director

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 Room

M T W **Th** F September 8, 2016 ____
Day of Week Month Day Year

Time: 6:30 PM

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

1. **Approve Minutes of Previous Meeting; June 2016**
2. **Region 4A / MEMA updates:**
3. **Town Updates:**
4. **Newsletter:**
5. **OLD BUSINESS**
 - a. **Social Media for use in Disasters follow-up**
 - b. **Pet Shelter draft status**
 - c. **Recruitment**
 - d. **Truck Day feedback**
 - e. **Farmers Market Feedback**
 - f. **AED**
6. **NEW BUSINESS TOPI**
 - a. **Road Race**
 - b. **Maynard fest**
 - c. **Flu Clinic-**
7. **Other**
8. **Adjourn –**

NEXT MEETING: October 13, 2016 at 6:30 PM in Municipal Services Meeting Room

THIS AGENDA IS SUBJECT TO CHANGE

CHAIRPERSON(S)

Jan Hales

Mary Ellen Quintal

Date Posted: August 15, 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)

Council on Aging

Address of Meeting: **Maynard Council on Aging, 50 Brown Street,
Maynard, MA 01754**

M T W T H F September 8, 2016, 10:30 a.m.

Month	Date	Year	Time	AM/PM
-------	------	------	------	-------

Agenda or Topics to be discussed listed below:

1. Approval Minutes of previous meeting (s):
2. COA Director Report
3. Misc.
4. Next meeting October 6, 10:30 a.m.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Anita Dolan, Acting Chairperson

Posted by: Amy Loveless, Director, Council on Aging

Date: August 15, 2016

Date Posted: August 16, 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)

Council on Aging

Address of Meeting: **Maynard Council on Aging, 50 Brown Street,
Maynard, MA 01754**

M T W T H F September 15, 2016, 10:30 a.m.

Month	Date	Year	Time	AM/PM
-------	------	------	------	-------

Agenda or Topics to be discussed listed below:

1. Approval Minutes of previous meeting (s):
2. COA Director Report
3. Misc.
4. Next meeting October 6, 10:30 a.m.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Anita Dolan, Acting Chairperson

Posted by: Amy Loveless, Director, Council on Aging

Date: August 16, 2016

Date Posted: August 29, 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)

Council on Aging

Address of Meeting: **Maynard Council on Aging, 50 Brown Street,
Maynard, MA 01754**

M T W T H F October 6, 2016, 10:30 a.m.

Month	Date	Year	Time	AM/PM
-------	------	------	------	-------

Agenda or Topics to be discussed listed below:

1. Approval Minutes of previous meeting (s):
2. COA Director Report
3. Misc.
4. Next meeting November 3, 10:30 a.m.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Anita Dolan, Acting Chairperson

Posted by: Amy Loveless, Director, Council on Aging

Date: August 29, 2016

Date Posted

TOWN OF MAYNARD

MEETING NOTICE

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

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

Address of Meeting: Maynard Town Hall, Lower Level

Room:

M T W T H F Month September Date 13 Year 2016 Time 6:00 AM/PM PM

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

Fire Station Building Committee

- I. **Committee updates**
- II. **Discussion of site updates**
- III. **Finance discussions**
- IV. **Other**
- V. **Set next meeting**
- VI. **Adjournment**

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Ron Calabria

Posted by: Fire Chief Anthony Stowers

Date: August 24, 2016

The Maynard Board of Library Trustees will meet Tues, Sept 13, 2016 @ 6:30 PM in the Trustees Room at the Maynard Public Library, 77 Nason St., Maynard, MA.

Meeting Agenda

Review of Financial Information/warrants

Open Session

Minutes of Prior Meetings

Correspondence

Director's Report

Building Maintenance

Old Business

New Business

Respectfully submitted,

Steve Weiner, Library Director

Becky Mosca

From: Kevin Sweet
Sent: Sunday, August 21, 2016 9:49 PM
To: Becky Mosca
Subject: Fwd: Memorial Park
Attachments: ATT00001.txt; IMG_0622.JPG; ATT00002.txt; IMG_0623.JPG; ATT00003.txt; IMG_0624.JPG; ATT00004.txt; IMG_0625.JPG; ATT00005.txt; IMG_0626.JPG; ATT00006.txt

----- Original message -----

From: daviddgavin@verizon.net
Date: 8/21/16 5:40 PM (GMT-05:00)
To: Chris DiSilva <cdisilva@TownofMaynard.net>, Terrence Donovan <tdonovan@TownofMaynard.net>, Jason Kreil <jkreil@TownofMaynard.net>, Tim Egan <tegan@TownofMaynard.net>
Cc: Kevin Sweet <ksweet@TownofMaynard.net>, Aaron Miklosko <amiklosko@TownofMaynard.net>
Subject: Memorial Park

Kevin: please have this correspondence and photos added to our next packet.

While walking around downtown Maynard. I was disappointed to see the condition of the Memorial Park ceremonial area. I think our veterans deserve better.

I would like to propose that we quickly designate some downtown enhancement money towards hiring a local landscaper to re-sod this area of the park as well as replacing or finding an alternative approach to the bushes and flowers in this area.

I understand that the drought has made maintenance of the grass area difficult this year, but the memorial area needs to be weeded and the grass is clearly beyond repair by watering alone.

If we hire someone to address this area in September, we can assure that we will not miss the coming fall growing season and will have an opportunity to have it looking nice for Veterans Day in November.

Respectfully,

David

[Total Control Panel](#)

[Login](#)

To: ksweet@townofmaynard.net [Remove](#) this sender from my allow list
From: daviddgavin@verizon.net

You received this message because the sender is on your allow list.





MURPHY, EDWARD F.	MURPHY, RICHARD F.	MURPHY, ALBERT J. JR.	MURPHY, EDWARD F.	MURPHY, ELEANOR	MURPHY, GEORGE E.	MURPHY, HENRY A.	MURPHY, JAMES P.	MURPHY, JOHN P.	MURPHY, JOHN R.	MURPHY, JOSEPH H.	MURPHY, RAYMOND F.	MURPHY, RICHARD							
PARADY, FRANK J.	PARADY, VICTOR J.	PAUL, ALPHONSE J.	PAUL, JAMES J.	PAUL, JOHN J.	PAUL, RAYMOND M.	PEKKALA, CARLO E.	PEKKALA, LAURI V.	PEKKALA, RALPH O.	PEKKALA, HERNARD W.	PEKKALA, TOIVO	PEKKANEN, LAURI E.	PERDERGAST, GERALD O.	PERDERGAST, JOHN	PERILLO, GASTANO A.					
RAIKONEN, ERNO E.	RAIKANEN, E. K.	RANKIEY, ADAM	RANKIEY, JOSEPH O.	RAYMOND, FRANK E.	RAWY, WILLARD R.	REID, JOSEPH V.	REINI, PAUL	REINI, WETERO A.	REYNOLDS, WALTER A.	REYNOLDS, WILLIAM H.	RICH, PHILIP A.	RICHARDSON, JAMES P. JR.	RICHARDSON, RALPH	RILEY, FRANK E. JR.	RILEY, ROBERT E.				
ROBERTSON, E.	SHEEHAN, THOMAS W.	SHERMAN, RICHARD	SHERRY, CHARLES	SHYMONOWICZ, ADOLPH E.	SHYMONOWICZ, JOSEPH	SILKONIS, ANTHONY J.	SILKONIS, FRANK	SIMONS, ERIC	SIMS, MARY C.	SIMS, NORMAN P.	SIMS, PAUL A.	SINIEWSKI, ALEXIS	SINIEWSKI, NICHOLAS	SIRICKI, ALPHONSE E.	SIRONEN, MATTI	SIRONEN, ROBERT			
SWEET, WILLARD M.	SYRJANEN, CHARLES R.	SYRJANEN, MATTI	SZCZERZENIA, JOHN C.	TAMULEVICH, BENJAMIN P.	TARYMA, ANTHONY J.	TAYLOR, EDWIN R.	TAYLOR, GLADYS E.	TAYLOR, GORDON	TAYLOR, PHILIP E.	TERRASI, ANTONIO S.	TERVO, ANDREW A.	TERVO, IIMARI M.	TETREAULT, PAUL J.	TERRIEN, RAYMOND C.	THANE, EDWARD J.	THANE, ERNEST F.	THANE, FRANK E.	THANE, GEORGE L.	
WAINIO, ALLAN C.	WAINIONPPA, OLAVI	WALCOTT, CLIFFORD F.	WALSH, JOSEPH J.	WALSH, JOHN J., JR.	WALUCK, CHESTER S.	WALUCK, ADOLPH	WALUCK, STANLEY T.	WALLS, WILBUR L.	WARILA, KALERVO U.	WASIUK, EDWIN S.	WASIUK, JOSEPH A.	WASIUK, JOSEPH S.	WASIUK, STEPHEN P.	WASIUK, STANLEY J.	WASIUK, WASLAW P.	WASIUK, WILLIAM	WASIUK, WILLIAM C.	WATERHOUSE, GEORGE W.	WATT, WILLIAM F., JR.







Becky Mosca

From: 6 Bridges Gallery, 77 Main Street, Maynard, MA 01754 <info=6bridgesgallery.com@mail89.suw17.mcsv.net> on behalf of 6 Bridges Gallery, 77 Main Street, Maynard, MA 01754 <info@6bridgesgallery.com>
Sent: Sunday, August 28, 2016 1:31 PM
To: Becky Mosca
Subject: Alice Shafer's Exhibit "Enamored of Horses, Barns and Farms" at 6 Bridges Gallery, 77 Main St., Maynard, MA, Opens Aug 30, Reception Sep 10, 7-9 PM.

New Exhibit at 6 Bridges Gallery

[View this email in your browser](#)



6 Bridges Gallery

FINE ART AND CRAFT

presents

Enamored of Horses, Barns & Farms

Photography by Alice A. Shafer



Vermont and New Hampshire, from Tennessee, Kentucky and from the countryside of Ireland. Shafer's images show the beauty of barns in early morning light, the kinship of draft horses, and the special connection between mares with their foals. The exhibit also includes some of Shafer's image restoration work like a 1965 image of the Olson Farm in Cushing, Maine, site of the iconic Wyeth painting, "Christina's World."

Ceramic Sculpture Studio at deCordova Sculpture Park and Museum

of outdoor ceramic sculpture and installations by artists working with Bruce Barry since the program's inception in 2012. The exhibit also features work by Elise Bassin, Cathy Collishaw, Nancy Cornelius, Arlene Fins, Tracy Fischer, John Glass, Lynda Diane Gutowski, Alison S. Lauriat, Marianne Lazarus, Molly Nye, Linda Pagani, Gloria Ross, Kimberly Scott, and Laura Zimmerman.

On view: September 8-16, 2016

Opening Reception: Thursday, September 8, 5:30 – 7:00 pm; free and open to the public

deCordova Sculpture Park and Museum
51 Sandy Pond Road, Lincoln, MA 01773

[781-259-8355](tel:781-259-8355)

6 Bridges Gallery was established in 2014 by a group of artists to create a retail and display gallery in the heart of Maynard, Massachusetts. The ever-changing work in our gallery includes a diverse range of media and artistic styles. All of our artisans are local; many—including our founding members—are residents of the ArtSpace Maynard studios. Visit our website at <http://6bridgesgallery.com>



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 Cemetery & Parks Facilities Highway Water & Sewer WWTP

Job Vacancy: Full Time

WATER / SEWER OPERATOR

The Town of Maynard Department of Public Works is accepting applications for the position of a full time Water/Sewer Operator. This position will primarily be responsible for the operation of a drinking water treatment facility. In addition to water treatment this position will also assist in the maintenance of the water distribution and sewer collection systems. Work includes repairing water and sewer mains, related systems, installing and repairing meters and conducting water sampling and testing.

Must be able to work independently, possess strong problem solving abilities and be detailed oriented.

Minimum Training and Experience:

High School education or equivalent and 3 to 5 years technical experience, pump mechanics or other technical trade; or any equivalent combination of education and experience. Licenses required: Water Treatment-2 and Water Distribution-2 (Will consider candidate with T-1/D-1, will be required to obtain T-2/D-2 once employed), a Class A or B State of Massachusetts Commercial Driver's License (CDL) and A Class 2B Hoisting License is required for position, or within twelve months of employment.

Compensation: \$21.00 - \$23.00

Application procedure: A detailed job description is available at the DPW Office. Interested candidates should submit a resume and cover letter to the Director of Public Works, 195 Main Street, Maynard, MA 01754, or via email to dpw@townofmaynard.net.

Becky Mosca

From: Assabet Valley Chamber <info@assabetvalleychamber.org>
Sent: Monday, August 15, 2016 12:04 AM
To: Becky Mosca
Subject: 16th Annual Harvest Golf Classic



Assabet Valley Chamber of Commerce's 16th Annual Harvest Golf Classic

sporting, socializing & feasting in an unparalleled atmosphere

Date: Monday September 19th, 2016

Venue: The Haven Country Club, 369 Cross Street, Boylston MA 01505

About the Course:

The Haven Country Club is less than 12 miles from downtown Hudson. This championship course, a "hidden gem" of Central Massachusetts, features 6,800 yards of pristine New England golf. Designed by renowned architect William Mitchell, The Haven offers exceptional golf for the novice and premier golfer alike. Boasting velvet bent grass greens, the course is rated par 72, and has a slope rating of 133.

Schedule:

9:00-10:45am	Coffee & Registration
11:00am	Shot Gun Start
11:30am	Barbeque Lunch on Course (until 2:00pm)
4:00 pm	Cocktails & Hors D'Oeuvres
4:45 pm	Dinner, Raffles & Awards
6:00 pm	Anticipated Event Finish

Format: Bramble; own ball on par 3s. Best drive on par 4s and 5s.

Special Promotions: Golfer Gift, Bacardi USA, Wachusett Tastings, Cigars, \$10,000 Hole-in-One, \$5,000 Putting Contest, Smash the Glass, Sip & Chip, and Fantasy Golf.

\$225 per player/\$900 for a foursome

Proceeds benefit the Chamber's Community Programs

Becky Mosca

From: Kevin Sweet
Sent: Tuesday, August 30, 2016 10:19 AM
To: Chris DiSilva; Jason Kreil; D Gavin; Terrence Donovan; Tim Egan
Cc: Becky Mosca; Andrew Scribner-MacLean
Subject: mill&main - MA DEP NON
Attachments: ASClockTowerNON2016.pdf; StratusTechnologiesNON2016.pdf

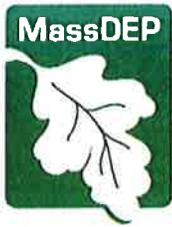
Dear Board,

Attached please find the Notices of Noncompliance that were issued to AS Clock Tower Owner, LLC (owner) and Stratus Technologies, Inc. (operator) of the noisy equipment and emergency generator at mill&main. Andy Carballeira, Acoustical Engineer contacted MA DEP last week on behalf of the owners. All 40 motors and fans will be replaced. The equipment is supposed to arrive on-site by August 31st and be installed within 5-8 business days after arrival. They are hoping to have everything in place by September 13th at which time the owners will have Andy do another 5-day sound monitoring study. Andy believes the equipment replacement will bring the operation of the fans in compliance with MassDEP's Noise Policy.

Regards,
Kevin

Kevin A. Sweet
Town Administrator
Town of Maynard
195 Main Street
Maynard, Massachusetts 01754
Tel: 978.897.1375
Fax: 978.897-8457
www.townofmaynard-ma.gov





Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

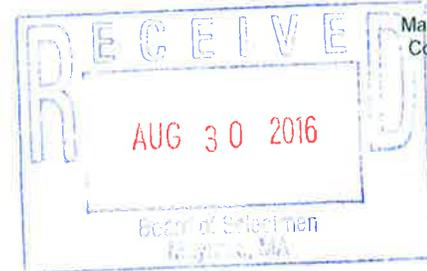
Central Regional Office • 8 New Bond Street, Worcester MA 01606 • 508-792-7650

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner



Kurt W. Saraceno
AS Clock Tower Owner, LLC
c/o M Square Ventures LLC
41 Seyon Street, Suite 200
Waltham, MA 02453

Re: **NOTICE OF NONCOMPLIANCE: NON-CE-16-7006**

Noncompliance with M.G.L. Chapter 111 and 310 CMR 7.00

At: Mill & Main
146 Main Street
Maynard, MA 01754

MassDEP Facility ID # 131057

Dear Mr. Saraceno:

Department of Environmental Protection ("MassDEP") personnel have observed or determined that on August 5, 2016, activity occurred at Mill and Main located at 146 Main Street in Maynard, Massachusetts, in noncompliance with one or more laws, regulations, orders, licenses, permits, or approvals enforced by MassDEP.

Enclosed please find a Notice of Noncompliance, an important legal document describing the activities that are in noncompliance.

Additionally, this letter contains general information on possible options to reduce the quantity, toxicity and/or global warming potential of the materials used by your facility, which if implemented, may assist in correcting the violations described in the enclosed document.

OPPORTUNITIES FOR REDUCING THE FACILITY'S ENVIRONMENTAL IMPACT

By modifying the facility's processes and/or waste generation practices, you may be able to reduce or eliminate the environmental regulatory requirements and fees that apply to this facility, including requirements to:

- notify MassDEP;
- obtain MassDEP permits or other approvals;
- manage wastes in specific ways; and

This information is available in alternate format. Call the MassDEP Diversity Office at 617-556-1139. TTY# MassRelay Service 1-800-439-2370
MassDEP Website www.mass.gov/dep

Printed on Recycled Paper

- file reports on your operations with the agency.

Potential modifications may include:

- reducing the quantity and/or toxicity and/or global warming potential of waste that requires disposal;
- eliminating or reducing the use of toxic or greenhouse gas emitting chemicals by the facility; and
- increasing energy efficiency.

In addition, these modifications may improve your product quality and/or process efficiency, and save money.

Tracking the facility's hazardous substances use and greenhouse gas emissions and reviewing that data periodically may lead to the identification of additional opportunities to reduce the quantity and toxicity of materials used, of greenhouse gases emitted, and of hazardous wastes generated.

For information on reducing hazardous chemical use, greenhouse gas emissions, and/or waste generated, you may contact:

- The Office of Technical Assistance (617-626-1060) for free, CONFIDENTIAL technical assistance including on-site assessments, financial evaluations, the handbook "The Practical Guide to Toxics Use Reduction", and other resources.
- The Toxics Use Reduction Institute (978-934-3275) for courses for certified "Toxics Use Reduction Planners".
- MassDEP's Toxics Use Reduction Program (617-292-5982) for guidance material on the Toxics Use Reduction Act requirements.
- The MA Department of Energy Resources, (617-626-7300) for further information on energy efficiency programs.

If you have any questions regarding this matter, please contact Michelle Delemarre of this office at (508) 767-2777.

Sincerely,

Date

August 17, 2016

Giles T. Steele-Perkins

Giles T. Steele-Perkins
Section Chief, Compliance & Enforcement
Bureau of Air and Waste

GS-P/md

Enclosure

cc: File Copy/Data Entry, BAW/MassDEP/CERO
Gerald Best, 5404 Wisconsin Avenue, Suite 1150, Chevy Chase, MD 20815
ecc: Maynard Town Administrator, Building Commissioner and Board of Health
Rich Bizzozero, OTA
Electronic Archive, Regional Enforcement Coordinator

NOTICE OF NONCOMPLIANCE

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

Based on the Department of Environmental Protection's ("MassDEP") investigation with the Maynard Board of Health on August 5, 2016, noncompliance occurred or was observed at Mill and Main located at 146 Main Street in Maynard, Massachusetts, in violation of one or more laws, regulations, orders, licenses, permits or approvals enforced by MassDEP.

This Notice of Noncompliance describes (1) the requirement violated, (2) the date and place on which MassDEP asserts the requirement was violated, (3) either the specific actions which must be taken in order to return to compliance or direction to submit a written proposal describing how and when you plan to return to compliance, and (4) the deadline for taking such actions or submitting such a proposal.

If the required actions are not completed by the deadlines specified below, an administrative penalty may be assessed for every day after the date of receipt of this Notice that the noncompliance occurs or continues. MassDEP reserves its rights to exercise the full extent of its legal authority in order to obtain full compliance with all applicable requirements, including, but not limited to, criminal prosecution, civil action including court-imposed civil penalties, or administrative action, including administrative penalties imposed by MassDEP.

NAME OF ENTITY IN NONCOMPLIANCE:

AS Clock Tower Owner, LLC, Facility ID # 131057
(hereinafter referred to as the "Company")

LOCATION WHERE NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

Mill and Main
146 Main Street
Maynard, MA 01754
(hereinafter referred to as the "Facility")

DATE WHEN NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

August 5, 2016

DESCRIPTION OF NONCOMPLIANCE:

MassDEP and Maynard Town Officials have received many noise complaints from citizens of Dartmouth Street and Chandler Street in Maynard, Massachusetts. The complaints indicate that the citizens are having a hard time sleeping at night due to the noise levels coming from the Facility. MassDEP's investigation into these noise complaints revealed that the source of noise generation was from a cooling system on the roof-top of the Facility. The Department's investigation shows that the Company had the following violations:

A. Air Pollution Control:

1. The Company failed to follow good engineering practices, to provide the necessary equipment and/or to take the necessary precautions to prevent a condition of air pollution, in violation of 310 CMR 7.01(1) and 310 CMR 7.10(1).

310 CMR 7.01(1) states "No person owning, leasing, or controlling the operation of any air contamination source shall willfully, negligently, or through failure to provide necessary equipment or to take necessary precautions, permit any emission from said air contamination source or sources of such quantities of air contaminants which will cause, by themselves or in conjunction with other air contaminants, a condition of air pollution".

Per 310 CMR 7.00, Air Pollution "means the presence in the ambient air space of one or more air contaminants or combinations thereof in such concentrations and of such duration as to:

- (a) cause a nuisance;
- (b) be injurious, or be on the basis of current information, potentially injurious to human or animal life, to vegetation, or to property; or
- (c) unreasonably interfere with the comfortable enjoyment of life and property or the conduct of business."

310 CMR 7.10(1) states "No person owning, leasing, or controlling a source of sound shall willfully, negligently, or through failure to provide necessary equipment, service, or maintenance or to take necessary precautions cause, suffer, allow, or permit unnecessary emissions from said source of sound that may cause noise."

Per 310 CMR 7.00, Noise "means sound of sufficient intensity and/or duration as to cause or contribute to a condition of air pollution".

The Department has established a Noise Level Policy, #90-001 dated February 1, 1990, to help interpret 310 CMR 7.10(1). The policy specifies that the ambient sound level, measured at the property line of the facility and the nearest inhabited residence shall not be increased by more than 10 decibels weighted for the "A" scale [dB(A)] due to the noise from the facility during its operating hours.

Noise readings were taken by MassDEP with assistance from the Maynard Board of Health on August 5, 2016 between 10:20 a.m. and 12:00 p.m. with a properly calibrated Quest Technologies portable hand-held noise meter. The noise readings indicate that the ambient sound level without the noise from the fans was 39.8 dB(A) and the ambient sound level with the noise from the fans was 55.5 dB(A). This increase by more than 10 dB(A) is a violation of 310 CMR 7.10(1). It should be noted that these noise readings were taken in the middle of the day when ambient sounds are highest. The ambient sound level drops significantly during the quieter night-time hours.

2. Failure to submit a one time certification to MassDEP for an emergency or standby engine with a rated power output greater than 37kW each that was constructed, substantially reconstructed or altered after March 23, 2006, in violation of 310 CMR 7.26(42)(e)1. Specifically, MassDEP has learned about the installation of an emergency generator rated at 500kW which was installed to service the Facility in February of 2016. The regulation 310 CMR 7.26(42)(e)1, states:

“Certification. No person shall cause, suffer, allow, or permit the installation and subsequent operation of an engine or turbine unless said person has certified compliance with the requirements of 310 CMR 7.26(42) in its entirety in accordance with the provisions of 310 CMR 70.00: Environmental Results Program Certification. Certification shall include a statement from the supplier that the installed engine or turbine is capable of complying with the emission limitations for the first three years of operation. A one time certification shall be made to the Department within 60 days of commencement of operation; annual certification is not required.”

ACTIONS TO BE TAKEN AND THE DEADLINE FOR TAKING SUCH ACTIONS:

The following actions to be taken have individual deadlines associated with them. The Company shall take the necessary steps to correct the violations within the specified deadlines as noted and shall return to compliance with the requirements described below. MassDEP’s regulations at 310 CMR 5.09 presume that you receive this Notice of Noncompliance, if delivered by regular mail, three business days after it was issued (i.e., the date of the cover letter).

A. Air Pollution Control:

1. Effective immediately, operate the Facility in such a way so as not to cause or contribute to a condition of air pollution through the generation of noise, in compliance with 310 CMR 7.01(1) and 310 CMR 7.10(1).
2. Within fourteen (14) days of the receipt of this Notice, submit a report identifying:
 - a) specifics about the noise source, including an equipment data sheet from the manufacturer;
 - b) why the excessive noise occurred; and

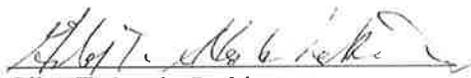
- c) what corrective measures were taken to ensure compliance with 310 CMR 7.01(1) and 7.10(1).

2. Within fourteen (14) days of the receipt of this Notice, submit a complete compliance certification for the emergency engine in accordance with the Environmental Results Program Certification requirements and in compliance with 310 CMR 7.26(42)(e)1. Submit the original Compliance Certification Form to: MassDEP - ERP – Emergency E & T, P.O. Box 120-165, Boston, MA 02112-0165. A copy of the form shall be submitted to this Regional Office. Additional information on the Environmental Results Program can be found at: <http://www.mass.gov/eea/agencies/massdep/>.

3. Within fourteen (14) calendar days from the date of receipt of this Notice, the Company shall submit to MassDEP a written description of each of the actions taken to correct the violations noted above as well as a status report of any corrective actions planned or being taken to achieve or maintain compliance. Any and all supporting documentation shall be included with the response to MassDEP.

Please address your reply to this Notice of Noncompliance to Giles T. Steele-Perkins at this office.

Date: August 17, 2016


Giles T. Steele-Perkins
Section Chief, Compliance & Enforcement
Bureau of Air and Waste



Commonwealth of Massachusetts
Executive Office of Energy & Environmental Affairs

Department of Environmental Protection

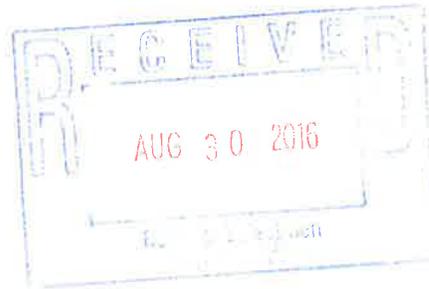
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Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Matthew A. Beaton
Secretary

Martin Suuberg
Commissioner



David C. Laurello, CEO
Stratus Technologies, Inc.
5 Mill and Main Place, Suite 500
Maynard, MA 01754

Re: **NOTICE OF NONCOMPLIANCE: NON-CE-16-7007**

Noncompliance with M.G.L. Chapter 111 and 310 CMR 7.00

At: Mill & Main
146 Main Street
Maynard, MA 01754

MassDEP Facility ID # 576775

Dear Mr. Laurello:

Department of Environmental Protection (“MassDEP”) personnel have observed or determined that on August 5, 2016, activity occurred at Stratus Technologies, Inc. located at the Mill and Main building at 146 Main Street in Maynard, Massachusetts, in noncompliance with one or more laws, regulations, orders, licenses, permits, or approvals enforced by MassDEP.

Enclosed please find a Notice of Noncompliance, an important legal document describing the activities that are in noncompliance.

Additionally, this letter contains general information on possible options to reduce the quantity, toxicity and/or global warming potential of the materials used by your facility, which if implemented, may assist in correcting the violations described in the enclosed document.

OPPORTUNITIES FOR REDUCING THE FACILITY’S ENVIRONMENTAL IMPACT

By modifying the facility’s processes and/or waste generation practices, you may be able to reduce or eliminate the environmental regulatory requirements and fees that apply to this facility, including requirements to:

- notify MassDEP;
- obtain MassDEP permits or other approvals;
- manage wastes in specific ways; and

This information is available in alternate format. Call the MassDEP Diversity Office at 617-556-1139. TTY# MassRelay Service 1-800-439-2370
MassDEP Website www.mass.gov/dep

Printed on Recycled Paper

- file reports on your operations with the agency.

Potential modifications may include:

- reducing the quantity and/or toxicity and/or global warming potential of waste that requires disposal;
- eliminating or reducing the use of toxic or greenhouse gas emitting chemicals by the facility; and
- increasing energy efficiency.

In addition, these modifications may improve your product quality and/or process efficiency, and save money.

Tracking the facility's hazardous substances use and greenhouse gas emissions and reviewing that data periodically may lead to the identification of additional opportunities to reduce the quantity and toxicity of materials used, of greenhouse gases emitted, and of hazardous wastes generated.

For information on reducing hazardous chemical use, greenhouse gas emissions, and/or waste generated, you may contact:

- The Office of Technical Assistance (617-626-1060) for free, CONFIDENTIAL technical assistance including on-site assessments, financial evaluations, the handbook "The Practical Guide to Toxics Use Reduction", and other resources.
- The Toxics Use Reduction Institute (978-934-3275) for courses for certified "Toxics Use Reduction Planners".
- MassDEP's Toxics Use Reduction Program (617-292-5982) for guidance material on the Toxics Use Reduction Act requirements.
- The MA Department of Energy Resources, (617-626-7300) for further information on energy efficiency programs.

If you have any questions regarding this matter, please contact Michelle Delemarre of this office at (508) 767-2777.

Sincerely,

August 18, 2016
Date

Giles T. Steele-Perkins
Giles T. Steele-Perkins
Section Chief, Compliance & Enforcement
Bureau of Air and Waste

GS-P/md

Enclosure

cc: File Copy/Data Entry, BAW/MassDEP/CERO
ecc: Maynard Town Administrator, Building Commissioner and Board of Health
Rich Bizzozero, OTA
Electronic Archive, Regional Enforcement Coordinator

NOTICE OF NONCOMPLIANCE

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If the required actions are not completed by the deadlines specified below, an administrative penalty may be assessed for every day after the date of receipt of this Notice that the noncompliance occurs or continues. MassDEP reserves its rights to exercise the full extent of its legal authority in order to obtain full compliance with all applicable requirements, including, but not limited to, criminal prosecution, civil action including court-imposed civil penalties, or administrative action, including administrative penalties imposed by MassDEP.

NAME OF ENTITY IN NONCOMPLIANCE:

Stratus Technologies, Inc., Facility ID # 576775
(hereinafter referred to as the "Company")

LOCATION WHERE NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

Mill and Main Building
146 Main Street
Maynard, MA 01754
(hereinafter referred to as the "Facility")

DATE WHEN NONCOMPLIANCE OCCURRED OR WAS OBSERVED:

August 5, 2016

DESCRIPTION OF NONCOMPLIANCE:

MassDEP and Maynard Town Officials have received many noise complaints from citizens of Dartmouth Street and Chandler Street in Maynard, Massachusetts. The complaints indicate that the citizens are having a hard time sleeping at night due to the noise levels coming from the Facility. MassDEP's investigation into these noise complaints revealed that the source of noise generation was from a cooling system on the roof-top of the Facility. The Department's investigation shows that the Company had the following violations:

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1. The Company failed to follow good engineering practices, to provide the necessary equipment and/or to take the necessary precautions to prevent a condition of air pollution, in violation of 310 CMR 7.01(1) and 310 CMR 7.10(1).

310 CMR 7.01(1) states "No person owning, leasing, or controlling the operation of any air contamination source shall willfully, negligently, or through failure to provide necessary equipment or to take necessary precautions, permit any emission from said air contamination source or sources of such quantities of air contaminants which will cause, by themselves or in conjunction with other air contaminants, a condition of air pollution".

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- (b) be injurious, or be on the basis of current information, potentially injurious to human or animal life, to vegetation, or to property; or
- (c) unreasonably interfere with the comfortable enjoyment of life and property or the conduct of business."

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2. Failure to submit a one time certification to MassDEP for an emergency or standby engine with a rated power output greater than 37kW each that was constructed, substantially reconstructed or altered after March 23, 2006, in violation of 310 CMR 7.26(42)(e)1. Specifically, MassDEP has learned about the installation of an emergency generator rated at 500kW which was installed to service the Facility in February of 2016. The regulation 310 CMR 7.26(42)(e)1, states:

“Certification. No person shall cause, suffer, allow, or permit the installation and subsequent operation of an engine or turbine unless said person has certified compliance with the requirements of 310 CMR 7.26(42) in its entirety in accordance with the provisions of 310 CMR 70.00: Environmental Results Program Certification. Certification shall include a statement from the supplier that the installed engine or turbine is capable of complying with the emission limitations for the first three years of operation. A one time certification shall be made to the Department within 60 days of commencement of operation; annual certification is not required.”

ACTIONS TO BE TAKEN AND THE DEADLINE FOR TAKING SUCH ACTIONS:

The following actions to be taken have individual deadlines associated with them. The Company shall take the necessary steps to correct the violations within the specified deadlines as noted and shall return to compliance with the requirements described below. MassDEP’s regulations at 310 CMR 5.09 presume that you receive this Notice of Noncompliance, if delivered by regular mail, three business days after it was issued (i.e., the date of the cover letter).

A. Air Pollution Control:

1. Effective immediately, operate the Facility in such a way so as not to cause or contribute to a condition of air pollution through the generation of noise, in compliance with 310 CMR 7.01(1) and 310 CMR 7.10(1).
2. Within fourteen (14) days of the receipt of this Notice, submit a report identifying:
 - a) specifics about the noise source, including an equipment data sheet from the manufacturer;
 - b) why the excessive noise occurred; and

- c) what corrective measures were taken to ensure compliance with 310 CMR 7.01(1) and 7.10(1).

2. Within fourteen (14) days of the receipt of this Notice, submit a complete compliance certification for the emergency engine in accordance with the Environmental Results Program Certification requirements and in compliance with 310 CMR 7.26(42)(e)1. Submit the original Compliance Certification Form to: MassDEP - ERP – Emergency E & T, P.O. Box 120-165, Boston, MA 02112-0165. A copy of the form shall be submitted to this Regional Office. Additional information on the Environmental Results Program can be found at: <http://www.mass.gov/eea/agencies/massdep/>.

3. Within fourteen (14) calendar days from the date of receipt of this Notice, the Company shall submit to MassDEP a written description of each of the actions taken to correct the violations noted above as well as a status report of any corrective actions planned or being taken to achieve or maintain compliance. Any and all supporting documentation shall be included with the response to MassDEP.

Please address your reply to this Notice of Noncompliance to Giles T. Steele-Perkins at this office.

Date:

August 18, 2016



Giles T. Steele-Perkins
Section Chief, Compliance & Enforcement
Bureau of Air and Waste

Becky Mosca

From: OARS <office@oars3rivers.org>
Sent: Wednesday, August 31, 2016 7:32 PM
To: Becky Mosca
Subject: Annual River Cleanup - Saturday, Sept. 17

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



OARS
FOR THE ASSABET SUDBURY & CONCORD RIVERS

30th Annual River Cleanup!



Make a difference in your community!

Saturday, September 17
9:00 am - noon

Help collect trash, tires, bottles, and more from the shores and waters of the Assabet, Sudbury, and Concord Rivers. After a morning of hard work, celebrate with friends, new and old, at a pizza lunch!

Cleanup sites will be in Westborough, Northborough, Framingham, Sudbury, Wayland, Marlborough, Hudson, Stow, Maynard, Acton, Concord and Billerica.

We hope that you will join us, but even if you cannot, you still can help!

Your tax-deductible contribution will help defray the cost of our efforts to restore the health of our three rivers. Donate to our [River Cleanup Fund](#).

To volunteer, call (978) 369-3956, or [email](#).

[Read more](#) about the cleanup!

Please let us know if you can:

- bring a canoe or small flat bottom boat
- help transport a boat
- bring pails or buckets (up to 50-gallon size, kitty litter buckets are great)
- assist with cleanup day logistics

Let us know if there is a section of river or stream that needs to be cleaned up.

Call us at 978-369-3956 or [email](#).



What a Difference! Walnut St. Bridge, Maynard.

Tree Planting Volunteer Opportunity

Join the Acton Land Stewardship Committee in planting trees to provide buffering and shade-out the Japanese Knotweed along the Assabet River.



Saturday, September 10
10 am - noon
Acton Canoe Launch (67 Powdermill Road)

Please register: 978-635-1982 or [email](#)

Bring water bottle, gloves and possibly a shovel or clippers



SHARE THIS EMAIL

OARS
978-369-3956
office@oars3rivers.org
oars3rivers.org



SIGN UP FOR OUR EMAILS

[Website](#) [Donate](#) [Events](#) [About](#) [The Rivers](#) [Our Work](#)



OARS: For the Assabet, Sudbury, and Concord Rivers,
23 Bradford Street, Concord, MA 01742

[SafeUnsubscribe™](#) bmosca@townofmaynard.net

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

Sent by office@oars3rivers.org in collaboration with



Try it free today

Total Control Panel

[Login](#)

To: bmosca@townofmaynard.net

From: a3wwsruloteytf2n/nxoxcw==_1101946723415_mf5/kb1teeoi79suuplecw==@in.constantcontact.com

Message Score: 2

My Spam Blocking Level: Medium

High (60): Pass

Medium (75): Pass

Low (90):

Join the Acton Land Stewardship Committee in planting trees to provide buffering and shade-out the Japanese Knotweed along the Assabet River.



Saturday, September 10

10 am - noon

Acton Canoe Launch (67 Powdermill Road)

Please register: 978-635-1982 or [email](#)

Bring water bottle, gloves and possibly a shovel or clippers



SHARE THIS EMAIL

OARS

978-369-3956

office@oars3rivers.org

oars3rivers.org



SIGN UP FOR OUR EMAILS

[Website](#)

[Donate](#)

[Events](#)

[About](#)

[The Rivers](#)

[Our Work](#)



OARS: For the Assabet, Sudbury, and Concord Rivers,
23 Bradford Street, Concord, MA 01742

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Message Score: 2

High (60):
Pass

From:

a3wwsruloteytf2n/nxoxcw==_1101946723415_mf5/kb1tecoi79suuplecw==@in.constantcontact.com

My Spam Blocking Level:
Medium

Medium
(75): Pass

Low (90):



OFFICE OF THE SELECTMEN

Maynard, Massachusetts

PERMIT One - Day

This permit is issued to

***Edward Denn, Jon Larkin, Tim Puglielli
Jon Larkin's # 978-897-5975
Block Party, Balcom Lane***

For the following purpose:

***4th Annual Block party, Street to be blocked off at Marlboro Road and Woodridge Road.
Saturday, October 1, 2016 with rain date of October 8, 2016
From 1:30 PM – 10:00 PM***

Subject to the conditions as herein stated:

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

Board of Selectmen:

Becky Mosca

From: Jon Larkin <jlarkin@incomeresearch.com>
Sent: Tuesday, August 30, 2016 10:55 AM
To: Becky Mosca
Cc: lizleveille@gmail.com; Ed Denn (edenn@gilbertandrenton.com)
Subject: RE: Permit

Hi Becky,

We are looking to make it a 3rd annual block party. We are thinking October 1st, so I believe we need a request to you soon. Do you meet second Tuesday of the month? Any clarity on process or BoS timeline is appreciated.

Thanks for your help

Jon (9 Balcom), Ed (5 Balcom), Liz (22 Marlboro)

Jonathan M. Larkin, CFA
Principal, Technology

INCOME RESEARCH + MANAGEMENT
100 FEDERAL STREET, 30TH FLOOR, BOSTON, MA 02110
PHONE (617) 330-9333 - FAX (617) 330-9222
www.incomeresearch.com



INCOME RESEARCH + MANAGEMENT

From: Becky Mosca [<mailto:BMosca@TownofMaynard.net>]
Sent: Friday, October 09, 2015 9:49 AM
To: Jon Larkin
Subject: RE: Permit

Jon,

No walks this week BOO Who

Becky

From: Jon Larkin [<mailto:jlarkin@incomeresearch.com>]
Sent: Friday, October 09, 2015 8:47 AM
To: Becky Mosca
Subject: Permit

Becky ,

Did you swing a permit by one of our houses by chance? What do we need to do to get it?

Jon

Jonathan M. Larkin, CFA
Principal, Technology

LICENSE ALCOHOLIC BEVERAGES



THE LICENSING BOARD OF THE
TOWN OF MAYNARD
MASSACHUSETTS

HEREBY GRANTS A

Fee:
\$85.00

One Day
License to Sell Beer and Wine to
Pleasant Café Inc.
d/b/a Pleasant Café

36 Main Street, Maynard, MA 01754
Frank Dzerkacz (978) 793-2405
License Number: ODL15-Pleasant-092714

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license is granted for the following dates/times/locations unless sooner suspended, cancelled or revoked:

Delivery: Friday, September 30, 2016

Sales & Consumption: Saturday, October 1, 2016 from 9:00am to 3:00pm

Return Delivery: Monday, October 3, 2016

License grants permission to temporarily expand the 300-ft outdoor patio space to include the adjacent parking lot, Main Street, and sidewalk area along the front of the Café building. Parking lot and Main Street areas are required to be fenced off, permitting access only from the 36 Main Street entrance. No Smoking is allowed within the permitted space.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures
this 6th day of September 2016.

LICENSING BOARD

THIS SPECIAL LICENSE SHALL BE DISPLAYED IN A CONSPICUOUS POSITION AT THE LICENSED PREMISES WHERE IT CAN EASILY BE READ. THIS SPECIAL LICENSE IS NON-TRANSFERABLE TO ANY OTHER PERSON, CORPORATION, OR ORGANIZATION.

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.

THE PLEASANT CAFÉ INC. OF MAYNARD

36 MAIN STREET
MAYNARD, MA 01754



TO WHOM IT MAY CONCERN,

THE PLEASANT CAFÉ INC. OF MAYNARD, LOCATED AT 36 MAIN STREET REQUESTS PERMISSION TO EXPAND THE 300FT OUTDOORS PATIO SPACE ON THE LIQOUR LICENSE TO INCLUDE THE ADJACENT LOT AND MAIN STREET WITH SIDEWALK AREA IN FROM OF CAFÉ BUILDING FOR THE ONE DAY TOWN EVENT OF "MAYNARDFEST" ON SATURDAY OCTOBER 7RD 2016 FROM 9AM-3PM.

THE PARKING LOT AND MAIN STREET AREA WILL BE FENCED OFF WITH ACCESS FROM 36 MAIN STREET ETRANCE.

THANK YOU FOR YOUR CONSIDERATION

FRANK DZERKACZ

THE PLEASANT CAFÉ INC. OF MAYNARD





Date: September 6, 2016

Jamal DeVita
6 Oak Ridge Drive Unit 4

You are hereby appointed to the

Board of Appeals as Alternate

Term expires June 30, 2019

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk



Date: September 6, 2016

John Courville
18 Mockingbird Lane

You are hereby appointed to the

Board of Appeals

Term expires June 30, 2018

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

Becky Mosca

From: Bill Nemser
Sent: Tuesday, August 30, 2016 9:54 AM
To: Becky Mosca
Cc: Kevin Sweet
Subject: FW: ZBA Opening

John Courville would like to be considered for the ZBA at the BOS meeting of September 6 meeting also.

Bill

From: John Courville [<mailto:courvillejohn@gmail.com>]
Sent: Tuesday, August 30, 2016 9:44 AM
To: Bill Nemser
Subject: ZBA Opening

Hi Bill,

I enjoyed the ZBA meeting last night and am still interested in serving on the board. I understand that there are only two slots open, and am interested in the permanent position.

I've also been reading the Housing Production Plan, and it looks like this will be a very exciting committee, with lots to discuss.

Please let me know if you need any further information.

Thanks and Best Regards,
John Courville

Total Control Panel

[Login](#)

To: bnemser@townofmaynard.net [Remove](#) this sender from my allow list
From: courvillejohn@gmail.com

You received this message because the sender is on your allow list.

SUMMARY

PMP certified project manager with over 10 years of project experience and a passion for technology and planning. Managed strategic sourcing with multiple external and internal vendors. Project manager for network infrastructure and wireless technology installations, and upgrading end-user systems. Experience in finance, asset management, operations, business process improvement, strategic planning, and vendor management as well as Agile and SCRUM methodologies. Over 20 years of experience in business operations, logistics, and managing teams. Recognized for ability to navigate complex situations by seeing the bigger picture, building consensus, and serving as a trusted liaison. Awards for excellence in project delivery and contributions to sustainability.

COMPETENCIES: Communication, leadership, and problem solving skills. Vendor management and strategic sourcing. Cross-functional team leadership. Detail oriented. Ability to work effectively with senior management and in a team environment. Ability to lead, motivate and direct teams, and to influence others to achieve results.

PROFESSIONAL EXPERIENCE

HARVARD UNIVERSITY, Cambridge, MA

Manager of Administrative Operations | Vendor Manager | Project Manager 2012-2016

Managed \$8M+ budget as part of University Information Technology Administration. Negotiated with vendors and managed outsourced work teams. Managed administrative projects, contracts, leases and procurement for continuously developing and growing department of 750+ staff, collaborated and consulted with senior leadership, department managers, supervisors, contractors, and both internal and external vendors. Managed project budgets from \$20K to \$800K+. Negotiated and managed leases ranging from \$20K to \$2M+ annually. Utilized enterprise applications including Oracle Financials, PeopleSoft, and ServiceNow, and Manhattan WMS. Managed 3 operations and administrative staff.

- Led project to convert a vacant data center into an information security forensics lab in less than a week to respond to a level 1 threat which required constant collaboration and feedback between departments and senior management. All deliverables were met on time and as a result, an incursion attempt was neutralized.
- Developed new budget policy by creating a tracking system to account for expenditures. Consulted with finance department and administrative purchasers to build consensus to standardize budget codes, vendors, and items purchased, resulting in improved forecasting and purchase history.
- Reduced the departmental office space footprint while simultaneously increasing co-location and staffing capacity by leading multiple projects, creating a savings of \$200K annually in rental costs.
- Initiated and managed project to audit of over 400 telecommunications devices saving the University over \$35K annually.

HARVARD UNIVERSITY, Cambridge, MA

Operations and Project Officer | Vendor Manager 2006-2012

Responsible for procurement and vendor management. Worked with senior management and finance team to plan and maintain budgets. Managed all administrative projects for department. Supervised IT asset manager and two operations assistants.

- Negotiated and managed sourcing with over 90 external vendors, ranging from IT equipment and software licenses to office supplies and space leases, of the value range \$10k to \$3M per agreement.
- Coordinated project for Network Edge Replacement, managing all equipment leases and certificates of acceptance, including negotiating with vendors for hardware and software maintenance contracts upwards of \$500k.
- Initiated and led IT asset management program which grew into replacement of approximately 8,000 purchased desktop and laptop computers with leased equipment resulting in standardized equipment and processes for replacement and disposal.
- Created an inventory management system to track computer hardware and telecommunications devices that identified and captured both on and off-network equipment that may have held high-risk confidential information.
- Awarded Harvard University Green Carpet Award for contributions to sustainability by finding a creative solution for recycling batteries across campus.

HARVARD UNIVERSITY, Cambridge, MA
Administrative and Financial Coordinator | Project Manager | Vendor Manager 1999-2006

Planned and managed \$10M+ budget as the department procurement and associate budget manager for the Faculty of Arts and Sciences Computer Services. Reworked and negotiated software license contracts to improve cost effectiveness and service. Negotiated telecommunications contracts with external vendors. Generated ad hoc financial reports for department director and senior managers. Used Oracle financial systems tools and Excel spreadsheets with customized formulas for budget creation, review and analysis.

- Negotiated software licensing with multiple vendors, both in the U.S. and internationally, with contracts from \$10k to \$100k+, entailing volume licenses and discounts.
- Led \$4M+ network upgrade project, finishing on-time and on budget. This involved updating and standardizing all network infrastructure and working directly with multiple vendors.
- Managed \$335K computer lab renovation project resulting in updated computer equipment and increased seating capacity for students and faculty.

HARVARD UNIVERSITY, Cambridge, MA
Assistant Manager 1997-1999

Directed the operations of the Parking Services department including all facilities. Managed both office and union field staff including payroll, deposits, reconciling daily accounting, and in-house office computer systems. Oversaw all customer service functions.

WELLESLEY PUBLIC SCHOOLS, Wellesley, MA
Data and Transportation Manager 1995-1997

GEOGRAPHIC DATA TECHNOLOGY, INC., Lyme, NH
Senior Digital Mapping Technician 1990-1993

TECHNICAL SKILLS

Strong working knowledge of Microsoft Office products, including Excel, Powerpoint, Visio, and Word; Manhattan WMS; CCure Security System; Oracle applications including PeopleSoft; AutoCAD; Sharepoint; Cisco CCO; OpenScholar

EDUCATION

Clark University Graduate School of Management, Worcester, MA
Master of Business Administration – 1995

Clark University, Worcester, MA
Bachelor of Arts – 1989

CERTIFICATIONS

PMP Certification, Project Management Institute – 2010

Master Certificate in IT/IS Project Management, Villanova University – 2011

Master Certificate in Applied Project Management, Villanova University – 2010

ITIL Foundations Certification, Examination Institute for Information Science EXIN – 2006

Certified IT Asset Manager, International Association of IT Asset Managers IATAM – 2009

Certificate for Foundations of Leadership, Harvard University Leadership Development Program - 2007



Date: September 6, 2016

Jerry Culbert
8 Oak Ridge Drive, Unit 1

You are hereby appointed to the

Board of Appeals

Term expires June 30, 2019

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

BOARD OF SELECTMEN

Sworn: _____

Town Clerk

JERRY CULBERT, CSM, CEM. CBCP
8-1 OAK RIDGE DR. MAYNARD, MA 01754
978 790-5677
GFCARS@YAHOO.COM

SUMMARY

Management and Technical/Safety professional experienced in corporate safety program development and implementation offering a unique plant operations approach to both corporate and site safety programs. Several of the services and programs supported and completed; Systems commissioning and startup, Operations Management (O&M) services, safety/risk management and training program development/implementation.

- Certified Safety Manager, Energy Manager and Commissioning Manager
 - Developed and implemented corporate wide Health and Safety program along with enhancing risk management/jurisdictional inspection services
 - Implemented O&M standards at 12 power plant locations across the US
 - Established “root cause analysis” and “job safety analysis” procedures for operating power plants and campus distribution facilities
 - Founded a communications cabling company and grew it to over 50 employees.
 - Developed three corporate safety manuals and safety programs
-

PROFESSIONAL EXPERIENCE

ARS & Associates, Maynard, MA **2015 to Present**

Principal

Same work as ARS & Associates, LLC just reorganized as a “sole proprietorship” from LLC

ARS & Associates, LLC. Maynard, MA

Principal

2010 - 2015

- Develop corporate and site specific Safety manuals
- Perform site safety audits/inspections with report generation
- Develop and manage Power Plant O&M procedures with CMMS implementation
- Present site safety training programs
- Perform corporate safety audits in Maryland and Texas (Electric Utility Sites)

Dalkia Energy Services/Veolia Energy North America, Boston, MA

Technical Development Manager/Corporate Health and Safety Manager

2006 - 2010

- Manage Corporate Health and Safety aspects of the expanding business for multiple acquisitions.
- Developed a new Corporate Safety Manual
- Implemented a JSA and Root Cause Analysis process for all sites
- Developed enhanced Jurisdictional and Risk management practices
- Managed due diligence on new assets, business development and tech support existing assets
- Technical support for business development teams throughout North America
- Technical commissioning and O&M management for existing assets and expansions
- Managed development of operating procedures for newly acquired assets throughout US
- Developed standard CMMS for operating sites

GERALD F. CULBERT

Select Energy Services, Inc., Natick, MA

2002 - 2006

Manager, Corporate Commissioning and Operations & Maintenance Services

Manage new construction commissioning program and on-going facility operations

- Developed corporate-wide commissioning process and programs
- Commissioning manager for two 25MW and 5.5MW cogeneration plants, central chilled water plant and decentralized heating system project
- Managed all O&M project managers for U.S. operating facilities
- Served as corporate technical consultant for commissioning and O&M services
- Managed corporate safety interface at operating sites

Intel Corporation, Hudson, MA

2000 - 2002

Engineering Manager/Utilities Manager/Commissioning Manager

Managed a multi-disciplined facilities engineering group for Intel's 1.5 million square foot manufacturing and office complex

- Managed 13 registered engineers responsible for supporting building systems infrastructure
- Managed start-up commissioning for all systems involved with manufacturing/facilities support
- Developed utility budgets for manufacturing plant site electricity, natural gas and water/sewer
- Developed and implemented site energy management and site water management programs resulting in savings over \$2 million

NOESCO; Facilities Management Division, Framingham, MA

1999 – 2000

Operations Manager, Providence, RI

Responsible for managing the operation of a 6.8 MW generating plant.

- Oversaw the daily operation and maintenance of a 5,000 ton decentralized HVAC system
- Implemented full safety program for the new power generation and HVAC systems
- Managed four engineers in the day-to-day plant operation

Start-Up Plant Manager, Andover, MA

Managed the installation and start-up of a 5 MW combustion turbine with a 1200 BHP heat recovery steam generator

- Managed high pressure boilers and complete water system treatment
- Drove the commissioning and operator training for the new gas turbine facilities
- Implemented a full safety program for the new and existing central plant equipment

United American Energy Corp., Lowell, MA

1993 - 1999

Start-Up Shift Supervisor

Responsible for the safe and efficient operation of the 90 MW electric generating combined-cycle power plant

GERALD F. CULBERT

Information Transport Systems, Inc., Burlington, MA

1987 - 1993

Principal-Founder

Responsible for consulting and cable system installation management for a network systems company

- Sold, designed and project managed communications cabling systems for over 45 Fortune 500 companies and institutions
- Built company from inception to over 50 employees

Previous employment

Held varied positions in the management of operations and maintenance for several Fortune 500 companies

EDUCATION AND LICENSES

Massachusetts Maritime Academy, B.S., Marine and Electrical Engineering;

US Navy-Lieutenant- Reserves, Honorable discharge

Newbury College, A.A.S., *magna cum laude*, Business Management;

Certified Safety Manager, CSM

Certified Energy Manager, CEM

Certified Building Commissioning Professional, CBCP

American Society of Power Engineers, 1st Engineer, National

USCG, 1st Engineer Steam, 3rd Engineer Motor

Commonwealth of Massachusetts, 2nd Engineer

Commonwealth of Massachusetts, Waste Water Systems – Certified Operator (2-I) (Inactive)



Date: September 6, 2016

Maggie Wallace
10 Newton Drive

You are hereby appointed to the

Recreation Commission

Term expires: **June 30, 2017**

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

Maggie C. Wallace
10 Newton Drive
Maynard, MA 01754
(941) 468-0506
maggie.c.wallace@gmail.com

BAR

Massachusetts Bar

Admitted on November 18, 2011.

EDUCATION

Boston University School of Law, Boston, MA

J.D., May 2011

New College of Florida, Sarasota, FL

B.A. in British and American Literature, May 2005

EXPERIENCE

Office of the Massachusetts Attorney General

Boston, MA

Legal Analyst/Mediator

Mediate between consumers and companies in regards to student loan issues. Interview consumers about their situations and educate them about their student loan repayment options. Perform legal research. Assist in investigations of for-profit schools. Participate in outreach events.

Special Counsel

Boston, MA

Document reviewer

June 2012 to April 2016

Reviewed documents for the discovery process. Analyzed documents for relevance and privilege.

Finex House Domestic Violence Shelter

Jamaica Plain, MA

Legal intern, volunteer attorney

June 2009 to September 2014

Worked closely with the on-staff lawyer. Interviewed clients when they arrive at the shelter to determine what legal help they need. Did legal research and wrote a variety of legal documents such as motions, affidavits, and legal memos. Helped clients file for restraining orders, the Address Confidentiality Program, and Victim Compensation. Did intakes over the phone with prospective residents. Helped staff attorney with grant proposals. Accompanied residents to court.



Date: **September 6, 2016**

Rick Lefferts
4 Summer Hill Road

You are hereby appointed
Affordable Housing Trust

Term expires: **June 30, 2018**

FOR THE
TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

RICHARD T. LEFFERTS

PROFESSIONAL BACKGROUND

AUGUST 31, 2016

PERSONAL:

Resident of Maynard since April 1984.

Serving on the Maynard Community Preservation Committee (currently vice-chairman)

Served on Coolidge School Ad Hoc Reuse Committee.

PROFESSIONAL EXPERIENCE:

Since 1982 a self-employed real estate development consultant with the firm Commonwealth Collaborative in Leominster, specializing in affordable housing, mixed use developments and adaptive reuse of historic properties. Recent projects include working with Common Ground Development Corp., a non-profit in Lowell, MA to convert the former Old Acton High School to 15 units of affordable rental housing; assisting Common Ground Development Corp with the development and construction of 36 units of affordable rental housing in Westford; working with Worcester Community Housing Resources, a Worcester-based non-profit, to repurpose a portion of the Heywood Wakefield complex in Gardner, MA into 78 units of affordable assisted living. Current projects include; working on the preservation of affordability for a 1,213 unit rental project in Worcester, the conversion of a former shoe factory in Middleborough into 26 units of affordable rental housing and the development of 40 units of permanent housing for veterans in New Bedford.

In addition, since 2004 I am the Managing Member of NewEra Senior Living, LLC, an affordable rental housing firm based in New Bedford, MA. Primary responsibilities are budgeting and program/regulatory compliance for a 120-unit affordable assisted living facility in New Bedford, Massachusetts.

I also serve as a Trustee on the Board of Directors for Bay Colony Development Corp. in Waltham, MA. Bay Colony Development Corp. is a Certified Development Company (CDC) whose purpose is to stimulate economic development through the creation and preservation of jobs by providing healthy companies with fixed asset financing at affordable rates and reasonable terms.

EDUCATION:

Master of Arts
(A.B.T.)

Urban and Environmental Policy
Tufts University
Medford, Massachusetts

Bachelor of Arts (1975)
Magna Cum Laude

Political Science
University of Massachusetts
Amherst, Massachusetts



Date: **September 6, 2016**

John Courville
18 Mockingbird Lane

You are hereby appointed

Affordable Housing Trust

Term expires: **June 30, 2018**

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

SUMMARY

PMP certified project manager with over 10 years of project experience and a passion for technology and planning. Managed strategic sourcing with multiple external and internal vendors. Project manager for network infrastructure and wireless technology installations, and upgrading end-user systems. Experience in finance, asset management, operations, business process improvement, strategic planning, and vendor management as well as Agile and SCRUM methodologies. Over 20 years of experience in business operations, logistics, and managing teams. Recognized for ability to navigate complex situations by seeing the bigger picture, building consensus, and serving as a trusted liaison. Awards for excellence in project delivery and contributions to sustainability.

COMPETENCIES: Communication, leadership, and problem solving skills. Vendor management and strategic sourcing. Cross-functional team leadership. Detail oriented. Ability to work effectively with senior management and in a team environment. Ability to lead, motivate and direct teams, and to influence others to achieve results.

PROFESSIONAL EXPERIENCE

HARVARD UNIVERSITY, Cambridge, MA

Manager of Administrative Operations | Vendor Manager | Project Manager 2012-2016

Managed \$8M+ budget as part of University Information Technology Administration. Negotiated with vendors and managed outsourced work teams. Managed administrative projects, contracts, leases and procurement for continuously developing and growing department of 750+ staff, collaborated and consulted with senior leadership, department managers, supervisors, contractors, and both internal and external vendors. Managed project budgets from \$20K to \$800K+. Negotiated and managed leases ranging from \$20K to \$2M+ annually. Utilized enterprise applications including Oracle Financials, PeopleSoft, and ServiceNow, and Manhattan WMS. Managed 3 operations and administrative staff.

- Led project to convert a vacant data center into an information security forensics lab in less than a week to respond to a level 1 threat which required constant collaboration and feedback between departments and senior management. All deliverables were met on time and as a result, an incursion attempt was neutralized.
- Developed new budget policy by creating a tracking system to account for expenditures. Consulted with finance department and administrative purchasers to build consensus to standardize budget codes, vendors, and items purchased, resulting in improved forecasting and purchase history.
- Reduced the departmental office space footprint while simultaneously increasing co-location and staffing capacity by leading multiple projects, creating a savings of \$200K annually in rental costs.
- Initiated and managed project to audit of over 400 telecommunications devices saving the University over \$35K annually.

HARVARD UNIVERSITY, Cambridge, MA

Operations and Project Officer | Vendor Manager 2006-2012

Responsible for procurement and vendor management. Worked with senior management and finance team to plan and maintain budgets. Managed all administrative projects for department. Supervised IT asset manager and two operations assistants.

- Negotiated and managed sourcing with over 90 external vendors, ranging from IT equipment and software licenses to office supplies and space leases, of the value range \$10k to \$3M per agreement.
- Coordinated project for Network Edge Replacement, managing all equipment leases and certificates of acceptance, including negotiating with vendors for hardware and software maintenance contracts upwards of \$500k.
- Initiated and led IT asset management program which grew into replacement of approximately 8,000 purchased desktop and laptop computers with leased equipment resulting in standardized equipment and processes for replacement and disposal.
- Created an inventory management system to track computer hardware and telecommunications devices that identified and captured both on and off-network equipment that may have held high-risk confidential information.
- Awarded Harvard University Green Carpet Award for contributions to sustainability by finding a creative solution for recycling batteries across campus.

HARVARD UNIVERSITY, Cambridge, MA
Administrative and Financial Coordinator | Project Manager | Vendor Manager 1999-2006

Planned and managed \$10M+ budget as the department procurement and associate budget manager for the Faculty of Arts and Sciences Computer Services. Reworked and negotiated software license contracts to improve cost effectiveness and service. Negotiated telecommunications contracts with external vendors. Generated ad hoc financial reports for department director and senior managers. Used Oracle financial systems tools and Excel spreadsheets with customized formulas for budget creation, review and analysis.

- Negotiated software licensing with multiple vendors, both in the U.S. and internationally, with contracts from \$10k to \$100k+, entailing volume licenses and discounts.
- Led \$4M+ network upgrade project, finishing on-time and on budget. This involved updating and standardizing all network infrastructure and working directly with multiple vendors.
- Managed \$335K computer lab renovation project resulting in updated computer equipment and increased seating capacity for students and faculty.

HARVARD UNIVERSITY, Cambridge, MA
Assistant Manager 1997-1999

Directed the operations of the Parking Services department including all facilities. Managed both office and union field staff including payroll, deposits, reconciling daily accounting, and in-house office computer systems. Oversaw all customer service functions.

WELLESLEY PUBLIC SCHOOLS, Wellesley, MA
Data and Transportation Manager 1995-1997

GEOGRAPHIC DATA TECHNOLOGY, INC., Lyme, NH
Senior Digital Mapping Technician 1990-1993

TECHNICAL SKILLS

Strong working knowledge of Microsoft Office products, including Excel, Powerpoint, Visio, and Word; Manhattan WMS; CCure Security System; Oracle applications including PeopleSoft; AutoCAD; Sharepoint; Cisco CCO; OpenScholar

EDUCATION

Clark University Graduate School of Management, Worcester, MA
Master of Business Administration – 1995

Clark University, Worcester, MA
Bachelor of Arts – 1989

CERTIFICATIONS

PMP Certification, Project Management Institute – 2010

Master Certificate in IT/IS Project Management, Villanova University – 2011

Master Certificate in Applied Project Management, Villanova University – 2010

ITIL Foundations Certification, Examination Institute for Information Science EXIN – 2006

Certified IT Asset Manager, International Association of IT Asset Managers IATAM – 2009

Certificate for Foundations of Leadership, Harvard University Leadership Development Program - 2007



Date: **September 6, 2016**

Odessa Deffenbaugh
15 Linden Street

You are hereby appointed

Affordable Housing Trust

Term expires: **June 30, 2018**

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

Becky Mosca

From: Odessa Deffenbaugh <clearwater27@hotmail.com>
Sent: Saturday, August 20, 2016 12:02 PM
To: Becky Mosca
Subject: Opening on Zoning Board of Appeals

Hello, My name is Odessa Deffenbaugh and I live at 15 Linden Street in Maynard. I am interested in volunteering to be a member of the Zoning Board of Appeals. I have a background working in public health for the last 20 years-including environmental health and complete streets efforts and I would love to join. Please let me now if there is anything other information you would like me to provide!

Sent via the Samsung GALAXY S® 5, an AT&T 4G LTE smartphone

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To: bmosca@townofmaynard.net
From: clearwater27@hotmail.com

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High (60): Pass
Medium (75): Pass
Low (90): Pass

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Becky Mosca

From: Bill Nemser
Sent: Tuesday, August 30, 2016 8:20 PM
To: Becky Mosca
Cc: Kevin Sweet; Andrew Scribner-MacLean
Subject: Odessa Deffenbaugh - Affordable Housing Trust

Hi Becky,

Please add Odessa Deffenbaugh to the Sept 6 BOS agenda for consideration for the Affordable Housing Trust. She is very interested and well qualified (Siobain Mitchell has removed her name from consideration).

Thank you,

Bill

From: Bill Nemser <bnemser@TownofMaynard.net>
Sent: Friday, August 26, 2016 3:50 PM
To: Odessa Deffenbaugh
Cc: Andrew Scribner-MacLean
Subject: Re: Update etc.

Hi Odessa,
This upcoming week is a good week to drop by. Monday at 11?
Bill

Bill Nemser, AICP, LEED AP
Town Planner
Office of Municipal Services
Town of Maynard
195 Main Street
Maynard, Ma. 01754
(978) 897-1302



Sent from my iPad

On Aug 26, 2016, at 1:56 PM, Odessa Deffenbaugh <clearwater27@hotmail.com> wrote:

Bill, It was great chatting this week on how I could fit into a committee! I am on vacation this coming week and so I will be home from Tuesday through Friday. I would love to stop by on a



Date: **September 6, 2016**

David Gavin
9 Cutting Drive

You are hereby appointed

Affordable Housing Trust

Term expires: **June 30, 2018**

FOR THE

TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk



Date: **September 6, 2016**

Robert Larkin
Executive Director, MHA

You are hereby appointed
Affordable Housing Trust

Term expires: **June 30, 2018**

FOR THE
TOWN OF MAYNARD

To hold office during our pleasure, or our term.

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

Becky Mosca

From: Bill Nemser
Sent: Tuesday, August 02, 2016 6:10 PM
To: Kevin Sweet
Cc: Becky Mosca
Subject: FW: Zoning Board

I invited her to the ZBA as well. Hopefully between Maggie and Jerry, we could be at full strength.

Bill

From: shenangoats@gmail.com [<mailto:shenangoats@gmail.com>] **On Behalf Of** Maggie Wallace
Sent: Friday, July 29, 2016 7:12 PM
To: Bill Nemser
Subject: Zoning Board

Mr. Nemser,

I saw the online posting for Zoning Board members. Are there still vacancies? I'm very interested. Are there any particular qualifications you're looking for?

Thank you,
Maggie Wallace
941-468-0506

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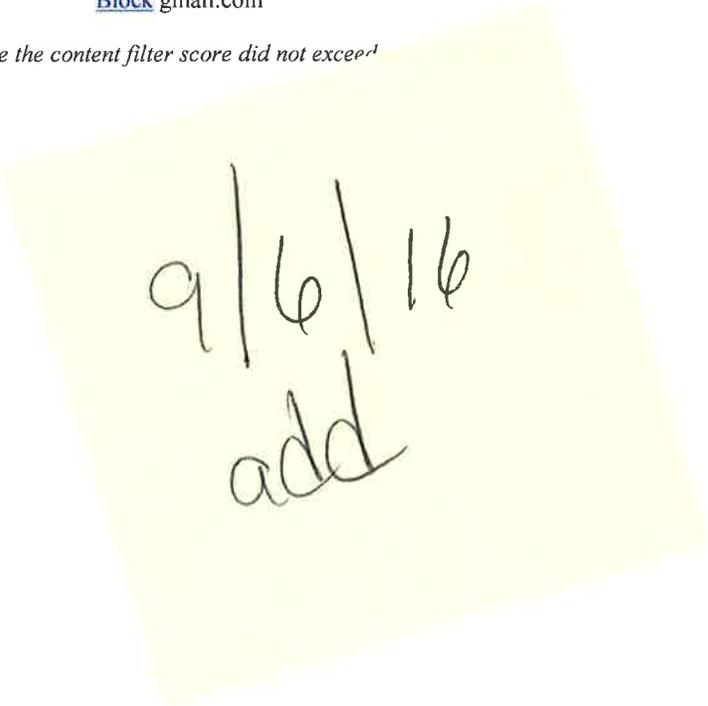
To: bnemser@townofmaynard.net
From: shenangoats@gmail.com

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Medium (75): Pass
Low (90): Pass

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9/6/16
add

Becky Mosca

From: Kevin Sweet
Sent: Tuesday, August 02, 2016 6:02 PM
To: 'jerry culbert'
Cc: Bill Nemser; Becky Mosca
Subject: RE: Zoning Board of Appeals Full Member

Hi Jerry,

Welcome back to Town, I was not aware you had returned a year ago. Your experience and knowledge would be a welcomed asset to the ZBA. I have cc'd Bill Nemser, Town Planner and Becky Mosca to get this going.

Thanks,
Kevin

From: jerry culbert [<mailto:gfcars@yahoo.com>]
Sent: Monday, August 01, 2016 1:23 PM
To: Kevin Sweet
Cc: 'jerry culbert'
Subject: Zoning Board of Appeals Full Member

Kevin,

Hope all is well with you and your family and you are getting some free time this summer to enjoy the heat. My wife and I moved back from Florida August 2015 to our condo on Oak Ridge Drive in Maynard and I have been busy since we returned. As you know I do enjoy some volunteer work with the Town and would look forward to getting involved again. I have held a few positions in town in the past:

- Chair, DPW Advisory Committee 2006/2007
- Chair, Senior Center Search Committee 2011-2013
- Member, ADA Commission 2010/2011
- Chair, New High School Building Committee 2006-2013

I understand there is a full time Zoning Board of Appeals opening and I would like to apply for it if you think it could be a good fit. I have included my LinkedIn profile for review and to pass on to others but understanding my background in facilities engineering, facilities operations, safety consulting, facilities start-up and commissioning and now condominium property management since December 2015.

<https://www.linkedin.com/pub/jerry-culbert/9/507/913>

Please let me know what position in Town would be the best fit or just send my information to the Zoning Board of Appeals for their full time position.

Regards,
Jerry



Date: **September 12, 2016**

Mirella Ruggiero

You are hereby appointed to the

Patrolman

Term expires: **Indefinite**

FOR THE

TOWN OF MAYNARD

PLEASE BE SWORN IN AT THE TOWN CLERK'S OFFICE.

Board of Selectmen

Sworn: _____

Town Clerk

Becky Mosca

From: Priscilla Cotter <speedie.one@verizon.net>
Sent: Monday, August 29, 2016 6:29 PM
To: Becky Mosca
Subject: Re: Parade October 15th

Hi Becky,
Thanks so much. I think just adding 6 Bridges address (77 Main Street) to the permit will make it perfect!
I'll get to the proclamation next.
Thanks again,
Priscilla

Priscilla Alpaugh Cotter
#978-852-8444

On Aug 29, 2016, at 1:41 PM, Becky Mosca <BMosca@TownofMaynard.net> wrote:

Priscilla,
Please review the permit I've made up. If you need any changes made let me know.

Also, if you want a proclamation ~ see attached form.
The meeting for this event with Selectmen is on Tuesday, Sept 6, 2016.

Becky Mosca

Administrative Assistant
Maynard Board of Selectmen
195 Main Street
Maynard, MA. 01754
e-mail: bmosca@townofmaynard.net
Voice: 978-897-1351
www.townofmaynard-ma.gov
<image003.jpg>

From: Home [<mailto:speedie.one@verizon.net>]
Sent: Wednesday, August 24, 2016 11:02 AM
To: Becky Mosca
Cc: Bill Nemser; Andrew Scribner-MacLean; Kevin Sweet
Subject: Parade October 15th

Hi Becky,

Here are the details on our upcoming parade.

Seagull Cinderella is coming back to Maynard on October 15th. She's been through quite a lot this summer in New Bedford and we want to welcome her home.
The parade will take place on October 15th, 2016 at about 3pm. It will begin in the parking lot at

Becky Mosca

From: Home <speedie.one@verizon.net>
Sent: Wednesday, August 24, 2016 11:02 AM
To: Becky Mosca
Cc: Bill Nemser; Andrew Scribner-MacLean; Kevin Sweet
Subject: Parade October 15th

Hi Becky,

Here are the details on our upcoming parade.

Seagull Cinderella is coming back to Maynard on October 15th. She's been through quite a lot this summer in New Bedford and we want to welcome her home.

The parade will take place on October 15th, 2016 at about 3pm. It will begin in the parking lot at the Library (possibly with a proclamation) and travel down Nason Street to Main and down Main to 6 Bridges Gallery. We will need to block off the parking spaces on the side of the road before 6 Bridges to allow the truck to park easily. As soon as the truck/trailer is parked, the spaces can be opened up again.

The parade will be followed by a Pop Up art show at 6 Bridges Gallery. All are welcome to join in!

Please feel free to contact me at any time.

Thank you,
Priscilla Cotter

#978-852-8444

Sent from my iPad

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Message Score: 1

High (60): Pass

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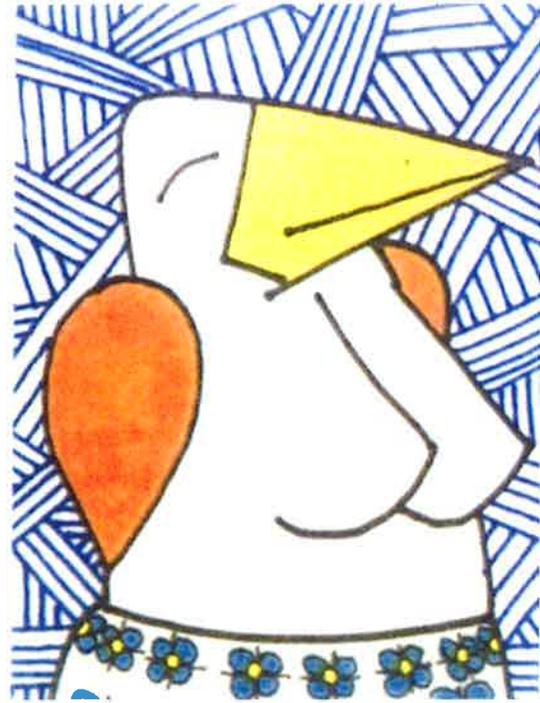
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6 Bridges Gallery,
77 Main Street
Maynard, MA
978-897-3825

info@6bridgesgallery.com

Open Call to Artists to submit creations of all mediums in homage to this glorious sculpture by Donna Dodson of Maynard.

Drop off work on Friday, October 14, 4-6 pm or Saturday, October 15, 10-11 am. Please bring work ready to display on pedestals and tables. Wall space is not available.

Becky Mosca

From: 6 Bridges Gallery, 77 Main Street, Maynard, MA 01754 <info=6bridgesgallery.com@mail227.atl121.mcsv.net> on behalf of 6 Bridges Gallery, 77 Main Street, Maynard, MA 01754 <info@6bridgesgallery.com>
Sent: Sunday, August 28, 2016 1:29 PM
To: Becky Mosca
Subject: Call to Artists for pop-up show welcoming Seagull Cinderella home

Call to Artists to Welcome Home
Seagull Cinderella and Help Breast Cancer
Patients

[View this email in your browser](#)



6 Bridges Gallery

FINE ART AND CRAFT

Welcome Home Seagull Cinderella

October 15, 2016

Celebrate with a Parade and Art Show

Work for this event will be for sale with a portion of the proceeds going to help breast cancer patients at the Virginia Thurston Healing Garden.

One day only

Parade at 3 pm

Art Show and Reception, 4-6 pm.

6 Bridges Gallery was established in 2014 by a group of artists to create a retail and display gallery in the heart of Maynard, Massachusetts. The ever-changing work in our gallery includes a diverse range of media and artistic styles. All of our artisans are local; many—including our founding members—are residents of the ArtSpace Maynard studios. Visit our website at <http://6bridgesgallery.com>



Contact us:

6 Bridges Gallery

77 Main Street

Maynard, MA 01754

978-897-3825

6bridgesgallery@gmail.com

Becky Mosca

From: Patricia Hathaway <phathaway@tre.state.ma.us>
Sent: Monday, July 25, 2016 1:12 PM
To: Patricia Hathaway
Cc: Kyle Gill; Ralph Sacramone
Subject: LLA reminder to create email
Attachments: ATT00001.htm



Dear Local Licensing Authorities (“LLA”):

The ABCC is excited for the upcoming release of our eLicensing platform (“ePLACE”/“ePORTAL”) for Retail Licensees. As you know, we are implementing this process in a phased approach, with the launch of ePLACE in eight “pilot” municipalities in late August.

Several weeks ago, we sent a correspondence requesting that each LLA create an email account in their own system to facilitate the registration of their accounts in ePLACE. Thank you to those who have already done so. If you have not yet created the email account for your municipality, we are requesting that you do so now.

Due to the differences in each municipality’s email infrastructure, the Alcoholic Beverages Control Commission has determined the simplest way to provide municipalities with user log-in accounts for ePLACE is by creating individualized email accounts, to be used as user names, for each one. Per industry standard, each Local Licensing Authority will have only one (1) ePLACE account, which will contain pertinent licensing information and data for each of your licensees and applicants.

The email address/user name will be defaulted to “licensingboard@yourdomain.gov. For example, licensingboard@xxxxxxma.gov or licensingboard@townofxxxxxx.com. **Your system administrator will need to create this email address within your internal email system.** This should be done as soon as possible so you don’t miss vital communications regarding you licensees and/or applicants.

Once you have created the email account, please send an email response to Kyle Gill (kgill@tre.state.ma.us) that includes the new email. We will use this to create your ePLACE account.

The Alcoholic Beverages Control Commission will create and register individualized LLA accounts in the eLicensing and ePermitting Portal. A password and security question will be provided by the ABCC when the account is created. You can expect to receive communication from us with that user name and password in late August, when the ePLACE system is ready for use. To complete your ePLACE account registration, each LLA is required to log into the ePLACE portal using the email address and password provided. After this initial log-in, the LLA can change the password at any time. It is the responsibility of each LLA to determine who within their department will have access to the user name and password for their account.

Initially, an ePLACE account will allow LLAs to:

- Track the progress of all retail applications online, including those submitted by paper
- Complete and submit all retail renewals through the online portal

Ultimately, once the system is entirely online, an ePLACE account will allow LLAs to:

- Review and approve/disapprove license applications and license amendment applications online
- Track the progress of all retail applications online
- Complete and submit all retail renewals through the online portal

Thank you for your support and cooperation in this matter.



Kim S. Gainsboro

Chairman

(Issued July 25, 2016 All LLA / 6 weeks)

Patricia Hathaway

Administrative Assistant

Alcoholic Beverages Control Commission

239 Causeway Street, 1st Floor

Boston, MA 02114

Tel. 617-727-3040 x738

Fax. 617-727-1510

Fax: 857-453-2780 (fax to email)

Phathaway@tre.state.ma.us

www.mass.gov/abcc

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Low (90): Pass

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Becky Mosca

From: Thomas, Renata (TRE) <renata.thomas@state.ma.us>
Sent: Tuesday, August 16, 2016 1:56 PM
Subject: New ABCC Applications

Importance: High

Local Licensing Authority,

As you know, we are quickly approaching the first retail release of our new online licensing system. Eight municipalities have volunteered to be a part of the pilot program, testing the system for defects and working with their licensees on how we might improve it.

All other municipalities not participating in the pilot will continue to work with paper applications. However, **there is a new paper application that must be utilized by every municipality not participating in the pilot program.** It can be found on the ABCC website at www.mass.gov/abcc.

Please note the following terminology that is found in the new paper Application:

- “Contacts” – In eLicensing, all individuals and organizations that are connected to an Alcoholic Beverages Application are identified as different types of “Contacts.”
 - Application Contact (replaces the “Contact Person”): This is the person who is filling out the application and will be contacted with questions regarding the application.
 - Manager Contact (replaces the “Manager of Record”): This is the Manager of Record for the licensee or proposed licensee.
 - Business Contact (replaces the LICENSEE): The Business Contact section IS the licensee. The name on the business contact should be the name of the licensee. This is generally the corporate name, though it can be a sole proprietor.
 - Beneficial Interest Contacts (replaces any person or entity with interest in the license or proposed license)
 - Beneficial Interest – Individual Form (replaces the Personal Information Form): One Beneficial Interest – Individual Form should be completed for every person with a direct interest (financial or not) in the license/proposed license AND/OR any individual with an indirect interest in the license/proposed license. An indirect interest is defined as having an interest in a parent company, but not directly in the licensee.
 - Beneficial Interest – Organization Form: One Beneficial Interest Organization Form should be completed for every organization that has a direct or indirect interest in the license/proposed license.

In addition to a new application, each transaction by a licensee will have an individualized application. This eliminates the need for Petition for Change or Petition for Transfer of Ownership Forms. Applications can be found on our website.

With this new application, each LLA’s responsibilities regarding what to submit to the ABCC is changing as well. Please note the following changes:

- No more Form 43: This is replaced by a LLA Summary Form, which can be found on our website under Local Licensing Authorities, or [here](#).

- No more DOR Certificate of Good Standing / DUA Tax Release Forms: All tax release checks will be done automatically through an electronic interface.
- No more copy of newspaper notice: This will be replaced by a question on the LLA Summary Form
- No more abutters' green cards: This will be replaced by a question on the LLA Summary Form

Upon receipt of a paper application at the ABCC from a LLA not in the pilot program, our licensing team will manually enter it into the eLicensing system. Once in the system, an application will follow the same procedure as always, but it will now be electronic. This means that all correspondence will go out via email to you and the applicant, including investigator recommendations. Approvals will be emailed instantaneously once complete.

As a result of the new paper application, we anticipate many fewer “Return No Action” on applications. These will be replaced by “Additional Information Needed”; “Withdrawal”; or “Disapproval.”

Finally, please be aware that each license will receive a license number based on a new numbering system: the format will be number - license type - municipality code. For instance: 12345-RS-0116 (license number 12345, restaurant, Boston).

We hope you will assist us in implementing this application. We expect all new applications coming into your municipality to use this application. We will stop accepting the old application on 10/30/16.

We strongly encourage you to take a few moments to review the new applications. Licensees and potential licensees will initially come to you with questions, so being as familiar as possible to the application will aid you, and them, in the application process.

We are excited for the launch of our new system. We hope it will streamline the application process, making it more user-friendly for all parties involved. We look forward to hearing from you with questions and concerns.

Renata Thomas
Assistant Director
Massachusetts Alcoholic Beverages Control Commission
239 Causeway Street
Boston, Massachusetts 02114
Phone: 617-727-3040 ext 739
Email: rthomas@tre.state.ma.us
<http://www.mass.gov/abcc/>

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The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street Boston, MA, 02114

[Contact Us](#)
617-727-3040

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The Alcoholic Beverages Control Commission is an agency under the [Office of the State Treasurer and Receiver General Deborah B. Goldberg](#). It is our overall objective to provide uniform control over the sale, purchase, transportation, manufacture, and possession of alcoholic beverages in the state. You will find our Web Site to be user friendly, easy to operate, and most importantly, organized to provide the information you are seeking.

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NEWS & UPDATES

[New Retail Application Advisory](#) **NEW**

[ABCC Advisory Regarding Extension of Farmer-Series Pouring Permit Premises and New § 19h Pouring Permit](#) **NEW**

[ABCC Advisory Regarding Alcohol Sales the Day After Christmas](#) **NEW**

[ABCC Advisory Regarding Ownership of § 12 And § 15 Licenses in the Same City or Town](#) **NEW**

QUICK LINKS

PAY ONLINE

[eLicensing and ePermitting Portal](#)

[Offer in Compromise Form](#)

[2016 Holiday Calendar](#)

[List for Authorized Sources for 1-Day Licenses](#)

[List of State Licensees](#)

[List of Dry Towns](#)

[License Fee and Transaction Schedule](#)

RELATED LINKS

[Department of Revenue \(DOR\)](#)

[Division of Unemployment Assistance \(DUA\)](#)

[Alcohol and Tobacco Tax and Trade Bureau](#)

[Food and Drug Administration](#)

[Federal Trade Commission](#)

Alcoholic Beverages Control Commission
[Treasurer Deborah B. Goldberg](#)

Commission Chairman
Kim S. Gainsboro, Esq.
Associate Commissioner
Elizabeth A. Lashway, Esq.
Associate Commissioner
Kathleen McNally, Esq.
Executive Director
Ralph Sacramone

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Local Licensing Authorities

Apply for a STATE LICENSE

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Alcoholic Beverages Control Commission
239 Causeway Street Boston, MA, 02114

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Local Licensing Authority

ALCOHOLIC BEVERAGES LICENSE GENERAL INFORMATION



Alcoholic beverages retail licenses are distinguished by where a patron may consume the beverages purchased, i.e. off the premises or the on premises. Off-premises licenses include package stores, convenience stores and supermarkets. There are 5 types of on-premises alcoholic beverages licenses: restaurants, clubs (or veterans club), hotels, taverns, and general on premises.

Retail alcoholic beverages licenses fall into five categories: all alcoholic beverages licenses, wine and malt beverages licenses, wine beverages licenses, malt beverage licenses, and wine and malt with cordials and liqueurs beverages licenses. These licenses may be issued seasonally or annually.

- [Forms / Links](#)
- [Advisories / Notices](#)
- [Fire Safety Cert.](#)
- [Transportation Delivery Permit](#)

Forms

[LLA Summary Form \(Replaces Form 43\)](#)

[Monetary Transmittal Form](#)

[No Fee Transmittal Form \(for Reconsiderations\)](#)

Links

[Retail License Applications](#)

[Retail License Transaction Checklist](#)

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Licensing Division Contact
Information
(617)-727-3040

Ryan Melville
Supervisor of Licensing
Ext 718 - rmelville@tre.state.ma.us
Deron Egbuche
Ext 723 - degbucho@tre.state.ma.us
Hurshel Langham
Ext 719 - hlangham@tre.state.ma.us
Sabrina Luc
Ext 721 - sluc@tre.state.ma.us
Ivy Maiorino
Ext 749 - imaiorino@tre.state.ma.us



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

For Reconsideration

LOCAL LICENSING AUTHORITY REVIEW RECORD

ABCC License Number

City/Town

Date Filed with LLA

TRANSACTION TYPE (Please check all relevant transactions):

- New License
- Change Corporate Name
- Pledge of Collateral (i.e. License/Stock)
- Change Corporate Structure (i.e. Corp / LLC)
- Transfer of License
- Change of DBA
- Change of Class (i.e. Annual / Seasonal)
- Change of Hours
- Change of Manager
- Alteration of Licensed Premises
- Change of License Type (i.e. club / restaurant)
- Issuance/Transfer of Stock/New Stockholder
- Change of Beneficial Interest
- Change of Location
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Management/Operating Agreement

APPLICANT INFORMATION

Name of Licensee D/B/A

ADDRESS: CITY/TOWN: STATE ZIP CODE

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter
of the Acts of (year)

Type Class Category
(i.e. restaurant, package store) (Annual or Seasonal) (i.e. Wines and Malts / All Alcohol)

LOCAL LICENSING AUTHORITY DECISION

Please indicate the decision of the Local Licensing Authority:

Please indicate what days and hours the licensee will sell alcohol:

If **Approving With Modifications**, please indicate below what changes the LLA is making:

Please indicate if the LLA is downgrading the License Category (approving only Wines and Malts if applicant applied for All Alcohol):

<p>Changes to the Premises Description</p> <p>Patio/Deck/Outdoor Area Total Square Footage <input type="text"/></p> <p>Seating Capacity <input type="text"/></p>	Indoor Area Total Square Footage <input type="text"/>	Floor Number	Square Footage	Number of Rooms
	Number of Entrances <input type="text"/>			
	Number of Exits <input type="text"/>			

Abutters Notified: Yes No Date of Abutter Notification Date of Advertisement

Please add any additional remarks or conditions here:

Check here if you are attaching additional documentation

The Local Licensing Authorities By:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

Date APPROVED by LLA



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street Boston, MA, 02114

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617-727-3040

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Local Licensing Authority

ALCOHOLIC BEVERAGES LICENSE GENERAL INFORMATION



Alcoholic beverages retail licenses are distinguished by where a patron may consume the beverages purchased, i.e. off the premises or the on premises. Off-premises licenses include package stores, convenience stores and supermarkets. There are 5 types of on-premises alcoholic beverages licenses: restaurants, clubs (or veterans club), hotels, taverns, and general on premises.

Retail alcoholic beverages licenses fall into five categories: all alcoholic beverages licenses, wine and malt beverages licenses, wine beverages licenses, malt beverage licenses, and wine and malt with cordials and liqueurs beverages licenses. These licenses may be issued seasonally or annually.

[Forms / Links](#) [Advisories / Notices](#) [Fire Safety Cert.](#) [Transportation Delivery Permit](#)

NOTICES / ADVISORIES

- [08.16.16 NEW Applications](#)
- [09.08.15 Advisory Regarding Fire and Building Safety Checklists](#)
- [08.26.15 Email: Notice on Application Changes](#)
- [Patio Advisory](#)
- [03.18.15 Email: Notice to Local Licensing Authorities - Handwritten Applications, Updated Forms, Club Licensing](#)
- [09.30.14 Email: Notice to Local Licensing Authorities - Club Licensing](#)
- [Advisory on Continuing Care Retirement Communities](#)
- [2015 Compliance Reminder](#)
- [Signatory Advisory](#)
- [05.30.14 Email: Application Process Updates](#)

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FIRE SAFETY CERTIFICATIONS

Local Licensing Authorities (the "LLA") must be aware that applicants for a new on-premises alcoholic beverages license are required to submit a valid fire safety certification issued by the building inspector and the head of the fire department for the city, town or district in which the premises is located, or their license will not be issued. Thereafter, existing licensees are required to complete and sign an annual renewal form by November 30th of each calendar year. A valid certificate of inspection signed by the building inspector and the head of the fire department for the city, town or district in which the premises is located must be filed with the LLA. If an existing licensee does not submit a signed annual renewal form by November 30th, the license will expire on December 31st of that calendar year. The LLA IS REQUIRED to forward to the ABCC for EACH LICENSEE an attestation, on the renewal application, that the authority is in possession of the required fire safety certification.

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Forms and Applications

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(Enter)

 **Apply for a
RETAIL LICENSE**
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 **SPECIAL LICENSES
& PERMITS**
(i.e. one day licenses)
(Enter)

 **eLICENSING
FAQ's**
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eLicensing FAQ's

User Guides

The following user guides are intended to help navigate the initial steps for licensees in the ePLACE portal.

NEW APPLICANTS

If you are applying for a new license and do not currently hold a license with the ABCC, please refer to the following user guides for assistance.

- [Creating a new account in the ePLACE Portal](#)
- [Forgot Your Password](#)
- [Changing Your Password](#)

EXISTING APPLICANTS

If you are applying for a new license or amending an existing license and are a **current license holder** with the ABCC, please refer to the following user guides for assistance.

- [Creating a new account in the ePLACE Portal](#)
- [Linking multiple licenses or permits to one account holder within the ePLACE Portal](#)
- [Forgot Your Password](#)
- [Changing Your Password](#)

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*Commonwealth of Massachusetts
Department of the State Treasurer
Alcoholic Beverages Control Commission
239 Causeway Street
Boston, Massachusetts 02114*

Deborah B. Goldberg
Treasurer and Receiver General

Kim S. Gainsboro, Esq.
Chairman

**ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY
REGARDING OWNERSHIP OF § 12 AND § 15 LICENSES IN THE SAME CITY OR TOWN**

On August 10, 2016, Governor Baker signed into law H4569, “An Act relative to job creation and workforce development.” This Act, in part, updates the Liquor Control Act, Mass. Gen. Laws Chapter 138.

This Act eliminates the long-standing prohibition of a licensee from owning both a § 12 license (a restaurant, tavern, general-on-premises, club, hotel, war veterans’ club, or continuing care retirement community) and a § 15 license (a package store) in the same city or town.¹ Now a licensee may own both a § 12 and § 15 license in the same city or town, subject to any and all other restrictions and conditions found in Chapter 138.²

If a § 12 restaurant licensee wants to have a § 15 licensed premises physically connected to its § 12 licensed premises, then two conditions must be met. First, at least 50% of the revenue generated at the premises licensed under § 15 must be from the sale of grocery items.³ Second, the physical connection between the two licensed premises must be clearly delineated, including in the interior connection of the two premises, in such a way as to (1) make the boundaries of each licensed premises clearly separate and identifiable to customers, alcohol distributors, and regulatory authorities; (2) enable each licensed premises to maintain control of their respective licensed areas, egress, and the sale, storage and service of alcoholic beverages; and (3) otherwise conform with Chapter 138. **Please be aware these restrictions only apply to § 12 restaurant licensees seeking to have a § 15 license physically connected to their § 12 licensed premises, and not to any other § 12 licensees.**

As a reminder, all licensees must ensure that they are in compliance with the Laws of the Commonwealth of Massachusetts and that sale of alcoholic beverages take place only as authorized by applicable law.

(Issued August 12, 2016)

¹ This prohibition was found in M.G.L. c. 138, § 17, ¶ 10.

² As one example, a licensee may own up to seven § 15 licenses. See M.G.L. c. 138, § 15.

³ “Grocery item” is defined as “any food, pet food or supply, soap, household cleaner of any type, laundry product, light bulbs or disposable paper or plastic products.” M.G.L. c. 94, § 184B.

CONTROL: A

To see if the Town will vote, pursuant to Section 9.3.3 of the Zoning Bylaw, to approve the Concept and Signage Plans for the development project known as “129 Parker Street”, the same being wholly contained within the Neighborhood Business Overlay District as found in Section 9.3 et seq. of the Zoning Bylaw; the Concept and Signage Plans being as shown on: (1) the plans consisting of multiple sheets and pages dated June 28, 2016, entitled “129 Parker Street, Maynard, MA, Concept Plan Submittal”, prepared by CI Design, Inc., and includes any and all supporting materials, and (2) the plans consisting of multiple sheets and pages dated June 28, 2016, entitled “Maynard Commons, Retail and Residential Graphics: Branding & Wayfinding, Revised Concept Design 3”, prepared by Gamble Design, LLC, all as are on file with the Town Clerk.