

# TOWN OF MAYNARD

MUNICIPAL BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754

## Minutes CPC Meeting – Town Hall August 3, 2016

Members Present: John Dwyer; Bill Cranshaw; Ellen Duggan; Rick Lefferts; Tom Hesbach

Members Absent: Jane Audrey-Neuhauser; Randy James; Steve Jones; Position representing Planning Board is vacant.

Also Present: Lisa Hanley

John Dwyer called the meeting to order at 7:05

### ADMINISTRATION:

#### Minutes of the 7/20/16 Meeting

- Motion by Rick to approve Minutes. Seconded by Bill. Unanimously approved. Tom and Ellen abstained as not at previous meeting.

#### Review of Town of Stow CPC Application Process

- Bill likes their application page and 7 steps to follow in process. Rick agrees. Agreed that this is a good initial step for applicants.
- John noted that Stow accepts applications at any time and brings the applicant in to meet with CPC right away. Bill noted that Maynard applicants should be speaking with their Liaison early in the process.
- John noted that in Stow the whole committee votes on payment of each invoice. Followed by discussion of Maynard's invoice process. Agreed by all that Maynard CPC would like invoices signed by the Town Liaison as well as CPC member.
- Ellen noted that Stow has Grant Agreements. Agreed that CPC should look into these.
- Lisa will get Application guidelines for towns of Concord, Sudbury and Hudson for review.
- Lisa will get Grant Agreements/Letters of Condition for these towns as well.

**Ellen noted that Town Meeting has been moved to October 5, 2016**

#### CPC Proposal Request Article for local papers

- Some revisions made to article.

- Agreed that article will be posted in papers once in August and once in September.
- Rick told about a new municipal website for public documents. He is unsure if CPC could post an article there for Proposals. He will find the information on this website for CPC to see.
- Discussion of blogs (Maynard Grapevine and Eye on Maynard) as method of advertising Proposal Applications.

**VOTE:** Motion by John to approve article as amended for Beacon Villager and Action Unlimited. Tom Seconded. Unanimously approved.

## **PROJECT BUSINESS**

### **Update on Playground**

- Tom said there is a meeting with the Site Planner on August 4. They are late on deliverables. Aaron will be there.
- Project will probably be delayed until Spring.

### **ArtSpace Cupola**

- Ellen said Aaron advised that 9 companies took a packet on the project and only 1 did a walk-thru. No bids at this time. Aaron calling to ask companies why they are not interested.
- They will advertise project again and maybe move dates.
- Aaron said that Skyline said they are not interested in working with municipalities.

### **Coolidge School**

- Ellen said that Kevin said that if someone wants to use building now, will only be able to use 1st floor as it is handicap accessible.
- The Report prepared for the Town last year was very thorough. At meeting it was decided all should read the Report and decide on projects at another meeting.
- COA may be able to use if bathrooms are updated.
- School Committee also interested and Ellen noted that the discussion about the schools future will be after Selectmen have read the Report.

### **Golf Course Status**

- Town may be motivated to “carve off” parcel if moving COA. John said no discussion at this point.
- Ellen suggested that Andrew should come to the next CPC meeting to discuss.

### **Planning Board Position**

- Position still not filled. John said no word from Legal on wording submitted for an amendment to the CPA section of the Town By-Law.
- Ellen said someone should verify if Legal received the document.

### **Discussion of Dock at Ice Landing**

- Bill questioned if the dock will be handicapped accessible and Kayak useable. Bill mentioned EZLaunch Dock.

**Next Meeting: September, 7, 2016**

**Motion by Tom to adjourn meeting. Rick seconded. Unanimously approved. Meeting adjourned at 8:07.**

**Respectfully submitted,**

**Lisa Hanley  
Admin. Assistant**

**2016-17 Committee Positions:**

Chair – John Dwyer

Vice Chair – Rick Lefferts

Treasurer – Steve Jones

Clerk – Jane Audrey-Neuhauser