



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1301 Fax: 978-897-8457

Selectmen’s Meeting Minutes

Tuesday, February 6, 2018

Room 201, Town Hall

Time: 6:30 pm

Present: Chairman Chris DiSilva, Selectman Cheryl Steele, Selectman David Gavin. Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean Absent: Administrative Assistant Becky Mosca, Selectman Terrence Donovan, and Selectman Melissa Levine-Piro

(This public meeting was recorded).

Executive Session

Recommended, move to enter into executive session for the purpose of Strategy with respect to non-union personnel. After the Executive Session, the meeting will reconvene in open session. Second by Selectman TD.

Roll Call

Selectmen	YEA	NAY	ABSTAIN	ABSENT
Selectman Gavin	X			
Selectman DiSilva	X			
Selectman Donovan				X
Selectman Levine-Piro				X
Selectman Steele	X			

Close Session note time 6:55 pm.

Public Comments: none

Consent Agenda

- A. One-Day License: Boys & Girls Club Road Race – March 17, 2018
- B. One-Day License: OARS Event – March 28, 2018

A motion was made Selectman DiSilva to accept and approve the consent agenda as shown. Second by Selectman Gavin. Vote 3-0 motion approved.

Second Hand Motor Vehicle License Application

Brake and Tire Center, 76 Powdermill Road, Saied Borghani owner the lot has (2) buildings and is divided up as (3) rental units.

A motion was made by Selectman DiSilva to accept and approve the Second Hand Motor Vehicle License to Brake and Tire Center at 76 Powdermill Road. Seconded by Selectman Steele. Vote 3-0, motion approved

Town Administrator Search Committee

Chair, DiSilva read the Town Charter session

SECTION 4-6: SELECTING A TOWN ADMINISTRATOR

Forthwith following a vacancy in the office of the town administrator, the board of selectmen shall establish a screening committee to review applicants for the position of town administrator. The screening committee is to consist of nine (9) persons, representing the demographics of the town and shall include at least one (1) town employee and may include up to three (3) town employees. The employee member(s) of the committee do not have to be residents of the town.

Not more than thirty (30) days following the vacancy in the office of the town administrator the nine persons chosen aforesaid shall meet to organize and to plan a process for the selection of the town administrator.

The screening committee shall review all applications received by it, screen all such applicants by checking and verifying work records and other credentials, and provide for interviews to be conducted with such number of candidates it deems to be necessary, desirable, or expedient.

Not more than one hundred twenty (120) days following the date on which the committee meets to organize, the committee shall submit to the board of selectmen

the names of not less than three (3) nor more than five (5) persons whom it believes to be best suited to perform the duties of the office of town administrator.

Within thirty (30) days following the date the list of nominees is submitted to it, the board of selectmen shall choose by majority vote one of the said nominees to serve as town administrator. In the event the board of selectmen shall fail to make an appointment within the said thirty (30) days, the screening committee shall reopen the screening process to solicit more nominees.

Upon the appointment of a town administrator, the committee established hereunder shall be considered discharged.

A motion was made by Selectman DiSilva to accept and approve the following to the Town Administrator Search Committee, Amy Loveless, Town Employee, Michael Noble, Town Employee, Dawn Capello, resident and School Committee, Jim Hines, resident and Recreation Committee, William Doyle, resident, business owner and Economic Development Committee, Paula Copley, resident and council on Aging, Justine St. John, resident, Donna Dobson resident, James McCann, resident with term expiring December 31, 2018. Seconded by Selectman Steele. Vote 5-0 motion approved

**Emergency Management Director
Chief Anthony Stowers**

A motion was made by Selectman DiSilva to appoint Chief Anthony Stowers as Emergency Management Director effective February 14, 2018 for an indefinite term. Second by Selectman Steele. Vote 3-0 Motion approved

Special Town meeting

K. Sweet asked Board to hold Control J and K until legal finished up some details but the balance of articles are good to accept for Special Town Meeting warrant for articles. March 26, 2018

A motion was made by Selectman DiSilva to accept Control A,B,C,E,F,G,H,I,AND P as shown. Second by Selectman Steele. Vote 3-0 Motion approved.

A motion was made by Selectman DiSilva to accept and approve Control D as shown. Second by Selectman Steele. Vote 3-0 Motion approved

A motion was made by Selectman DiSilva to accept and approve Control L as shown. Second by Selectman Steele. Vote 3-0 Motion approved.

A motion was made by Selectman DiSilva to accept and approve Control M as shown. Second by Selectman Steele. Vote 3-0 Motion approved.

A motion was made by Selectman DiSilva to accept and approve Control N as shown. Second by Selectman Steele. Vote 3-0 Motion approved.

A motion was made by Selectman DiSilva to accept and approve Control O as shown. Second by Selectman Steele. Vote 3-0 Motion approved.

FY2018 Snow and Ice Budget

K. Sweet said as of the email from the Town Finance Director that that number is already off, new bills came in and this Wednesday we have another storm rolling in. The number we have is at \$140,000.00 in FY2017 we had spent \$58,451.04 at the same point in time. The full total was \$484,564.23 or a deficit of \$367,567.00

FY2019 Budget

K. Sweet will email the details out for Saturday. Some changes are in the works, Assabet Valley Regional High School is voting on their budget tonight. That should be a better number for Maynard. Plan for that change would be to shift that money over to our Schools budget.

Budget Rev 05+B5

<u>Total Expenses</u>	<u>FY2018</u>	<u>FY2019</u>	<u>% Change</u>
General Gov.	\$3,370,746	\$3,227,281	-4.26%
Public Safety	\$4,858,821	\$4,919,011	1.24%
Public Works	\$1,958,551	\$2,004,875	2.37%
Cultural & Rec	\$ 548,747	\$ 561,005	2.33%
Education – Maynard	\$17,426,410	\$18,322,740	5.14%
Education- Assabet	\$893,191	\$1,025,434	14.81%
Employee Benefits	\$7,949,445	\$8,371,598	5.31%
Debt Services	\$3,647,253	\$3,549,595	-2.68%
Reserve Fund	\$300,000	\$250,000	-16.67%

Town Administrator Report

As Shown

Chair Report;

Board Member Reports

Selectman Levine-Piro: absent

Selectman Gavin: School Finance night- Group from Town Hall went, Chris DiSilva, Andrew Scribner-MacLean and myself. Good learning event on how the school forms budget.

Selectmen Donovan: absent

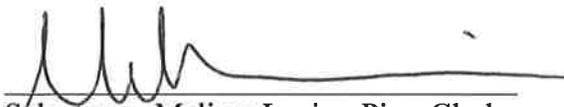
Selectmen Steele: none

A motion to adjourn the meeting was made by Selectman DiSilva. Second by Selectman Steele. Vote motion approved

Meeting ended at 8:10 pm.

Approved: _____

Date: 2/20/18



Selectman, Melissa Levine-Piro, Clerk

Initials: BJM