



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

**Meeting Minutes**  
**Tuesday, August 4, 2020**  
Held Remotely  
*(This public meeting was recorded.)*

**Present:**

Armand Diarbekirian, Selectman  
Chris DiSilva, Selectman  
David Gavin, Selectman  
Justine St. John, Selectman, Chair

Jeffrey Swanberg, Selectman  
Gregory W. Johnson, Town Administrator  
Megan Zammuto, Assistant Town Administrator  
Becky Mosca, Administrative Assistant

**1. Meeting Opening**

**A motion was made by Ms. St. John and seconded by Mr. Swanberg** to enter into executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel, the Deputy Chief Police, as an open session may have detrimental effects on the bargaining position of the town.

Voted: By roll call. **Motion carried unanimously.**

**2. Executive Session**

- A. Executive content discussed.
- B. Executive Session minutes of June 16, 2020 considered for approval but not release.

**3. Re-Convene in Opening Session**

Ms. St. John called the meeting to order at 7:00 pm.

No requests for public comment were received.

**4. Acceptance of Minutes**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to accept and approve the July 21, 2020 Meeting Minutes, as shown. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

**5. Correspondence**

**A motion was made by Ms. St. John and seconded by Mr. Swanberg** to accept the list of four correspondence items (A thru D), as presented.

- A. Advisory from Alcoholic Beverages Control Commission regarding on-Premises Licensee selling mixed drinks for off-premise consumption

- B. Request for added stop sign at Randall Road
- C. Thank you notice from the Maynard High School Scholarship recipient (Hannah Connerney) for the Board of Selectmen Scholarship
- D. Jam Time – Thank you – from Mandy Sim for the Reo Park Use

Voted: By roll call. **Motion carried unanimously.**

#### **6. Consent**

**A motion was made by Ms. St. John and seconded by Mr. Gavin** to approve the one Consent Agenda item (A) as shown. Authorizing use of digital signatures.

Application for Use of Town Field at Coolidge Park for MetroWest Kung Fu by Eliot Prisby.

Voted: By roll call. **Motion carried unanimously.**

#### **7. Special Town Meeting: October 5, 2020**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to refer the following proposed draft articles back to the Planning Board for Zoning By-Law Amendments:

Draft Control C, Zoning By-Law Amendment - Amend Section 9.4.10 to 9.4.9

Draft Control H, Zoning By-Law Amendment - Definition of for Profit Education Institution

Draft Control O, Water Supply Protection District Map

Draft Control HH, Zoning By-Law Amendment Section 2 Open Space

Mr. DiSilva, referencing Draft Control H, asked what value the article provides the town. Mr. Johnson replied that the zoning change allows for the use of the property at 111 Powder Mill Road as a for-profit educational institution as potentially proposed by the properties owner, the Fazheng Group.

Voted: By roll call. **Motion carried unanimously.**

**A motion was made by Ms. St. John and seconded by Mr. Gavin** to accept and approve, and forward to the Finance Committee for recommendations and comments:

Draft Control A, Town Report Acceptance;

Draft Control D, Acceptance of Keene Ave Request a Recommendation from Planning Board;

Draft Control N, Home Rule Petition - Special Legislation concerning Liquor License;

Draft Control MM, Taking for Bridge Construction;

Draft Control RR, Leasing Authorization through General Fund Appropriation for Public Works Capital;

Draft Control J, Discontinuance of a portion of a public way at Third Street;

Draft Control K, Disposition of Real Property: Discontinued portion of Third Street;

Draft Control Q, Transfer from Capital Stabilization;

Draft Control E, Authorizing to borrow for the construction of a Fire Station;

Draft Control XX, Transfer from General Stabilization for a Feasibility Study pertaining to Green Meadow School;

Authorizing use of digital signatures.

Voted: By roll call. **Motion carried unanimously.**

The Board tabled until the next Board meeting:

Draft Control F, Amend the Town General Fund Budget Fiscal Year 2021.

Mr. Johnson reported that Town Moderator Dick Downey will be consulted for the preferred order and consolidated voting procedures of the articles.

Mr. Johnson reported that planning is beginning amongst town staff, Town Moderator and others for the preparation of the Special Town Meeting execution. Considerations include: possible locations, both indoors and outdoors; and date (alternative dates and rain dates).

## **8. Elections**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve the request from the Town Clerk of the Town of Maynard that the location of Precincts 1 and 4 polling place be continued to be temporarily re-located from the Maynard Public Library at 77 Nason Street to the Fowler School at 3 Tiger Drive for the remainder of 2020. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

**A motion was made by Ms. St. John and seconded by Mr. Gavin** to approve the warrant for the State Primary dated September 1, 2020 as provided. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

## **9. Maynard Police Department**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to accept and appoint Joseph Gennaro to the Maynard Police Department as a Patrolman with effective start date August 10, 2020. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve a moratorium on solicitor's permits, to commence immediately and end upon the conclusion of the current state of

emergency issued by the Governor due to the COVID-19 outbreak. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

### **10. Public Space Use Request**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve the additional hours of Mondays beginning August 17, 2020, from 12:00 pm to 1:00 pm, through November 2020, for the use of the pre-approved portion of the central downtown parking area known as Naylor Court by Open Table food pantry. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

### **11. Alcohol Licenses**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve the temporarily revised alcohol licenses of establishments granted outdoor expansion of premises, including:

Amory's Tomb Brewing Co. 76 Main Street  
 Azucar Tapas Bar CO. 51 Main Street  
 El Huipil 51R Main Street  
 Gigi Restaurant 177 Main Street  
 Maynard Lodge of Elks 34 Powder Mill Road  
 Pleasant Cafe 32-36 Main Street

Authorizing the use of digital signatures if approved.

The temporarily revised alcohol licenses reflects the approval of outdoor seating on June 1, 2020, as detailed: Governor Charlie Baker issued an Order Clarifying the Progression of the Commonwealth's Phased Workplace Re-Opening Plan and Authorizing Certain Re-Opening Preparations at Phase II workplaces, which, in part, details the process for reopening establishments for on-premises consumption. The Guidelines for Extension of Premises to Patio and Outdoor Areas from the Alcoholic Beverages Control Commission (ABCC) are incorporated in the Town of Maynard's Temporary Extension of Premises. Each license expires November 1, 2020 unless sooner suspended, cancelled or revoked. Pursuant to Executive Order COVID-19, No 35, issued by Governor Baker on June 1, 2020. Upon expiration of this license, the pre-existing license and terms shall apply.

Voted: By roll call. **Motion carried unanimously.**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to approve the change in operational hour by the Maynard Elks to Thursday and Friday 4pm – 10 pm and Saturday and Sunday from 3 pm – 10 pm. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve retail package goods store for all alcohol license for Maynard Wine and Spirits, Inc. at 9 Digital Way. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

#### **12. Right of First Refusal**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to waive the Board's exercise of its right of first refusal for the acquisition of 0 Parker Street. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

#### **13. Public Works Staffing Reorganization**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian** to approve the amendment to the fiscal year 2021 (FY21) contract with Vanasse Hangen Brustlin (VHB) to incorporate Municipal Separate Storm Sewer System (MS4) permit compliance support in the amount of \$62,500.00 Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

#### **14. Collective Bargaining Agreement**

**A motion was made by Ms. St. John and seconded by Mr. DiSilva** to approve the LIUNA Laborers Collective Bargaining (CBA), effective July 1, 2019 and remain in full force and effect until June 30, 2022. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

#### **15. Financial Conditions due to COVID-19**

Mr Johnson reported that he, Finance Director Mike Guzzo, Treasurer/Collector Cheryl Kane and Chief Assessor Angela Marrama and volunteers, namely resident Bob McCarthy, and finalizing the finalizing draft financial policies as developed through collaboration with UMass Boston's Collins Center, and will be transitioning to the development of a Financial Forecasting project.

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

In addition to his provided report, Mr. Johnson reported that, in accordance with the Board's directions, he and town staff communicated the concerns of the Board with the town of Acton regarding a proposed residential complex on Powder Mill Road.

Mr. Johnson reported bids for a proposed solar array project on town property were received and will be evaluated.

#### **17. Board of Selectmen Goals for FY21**

The Board considered scheduling a special Board of Selectmen meeting to develop and deliberate on Board goals for FY21.

Board selected off site on September 12, 2020, and a rain date of September 13, 2020. Mr. Johnson will collaborate with Ms. St. John on a venue.

### **18. Chairman's Report**

Ms. St. John mentioned the Housing Production Plan review and the request for a Board liaison to contribute to the project. Mr. Diarbekirian accepted that role.

Ms. St. John commented on signs going up around town, with the following statement:

“I, personally, would like to say that we are in a very nerve-wracking time in terms of the political landscape, social justice issues and the still relative unknown of living through a pandemic. I ask that everyone keep in mind that we are all neighbors and part of a community. What is said online, through social media, in person and through signs can hurt and further tear us apart. Maynard is best when we pull together, acknowledge and respect differences and support each other. I ask everyone to treat his or her neighbors with the respect and understanding they would wish to receive. We will all get through this.”

### **19. Board Member Reports**

Mr. DiSilva asked for clarity as to who's authority is required to place/install signs on town property. Mr. Johnson responded that town property is under the authority of the Board of Selectmen.

Mr. DiSilva asked if the restaurants' / bars' hours of operations for outside and inside services are the same or different. Ms. Mosca responded that the hours for outside are able to serve food up until 9:00 pm and closing the outside by 10:00 pm. The inside of restaurant have their regular hours are still in effect.

Mr. Diarbekirian commented that he is interested by the potential redevelopment of the John Deere repair business property on Powder Mill Road.

Mr. Diarbekirian remarked that the Master Plan should be referenced and implemented, and a committee should be established for accountability of the Master Plan's goals. He also recommended that the Master Plan's Goals be considered the Board's forthcoming goal development.

Mr. Gavin requested a copy of the recently published Town Report.

Mr. Gavin complimented the Board on its deliberation over the Special Town Meeting draft articles.

Mr. Swanberg reported the existence of the newly established Emergency Rental Assistance Program (ERAP), and its availability to residents.

Mr. Swanberg commended the Maynard Public Library for its hosting of the recent on-line concert which had over 1900 viewers.

Mr. Swanberg commended Erikson's Ice Cream for its recently publicated citation as being voted number 1 in the region.

Mr. Swanberg encouraged patronage to the newly opened Theatre Creamery on Summer Street.

**20. Adjournment**

**A motion was made by Ms. St. John and seconded by Mr. Diarbekirian to adjourn the meeting at 10:00 p.m. Voted: Motion carried unanimously.**

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

Date: 8/18/2020

  
\_\_\_\_\_  
Jeff Swanberg, Clerk/Selectman

Initials: bjm