



# COMMONWEALTH OF MASSACHUSETTS

**MIDDLESEX, SS.**

## **TOWN OF MAYNARD**

Report, Budget, Recommendations, and Official Warrant

### **ANNUAL TOWN MEETING**

Monday, May 16, 2016 at 7:00 P.M.

FOWLER SCHOOL AUDITORIUM  
Three Tiger Drive

PLEASE READ AND BRING THIS DOCUMENT TO THE TOWN MEETING

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### **SPECIAL NOTICE TO VOTERS**

On Monday May 9, 2016 at 7:00 p.m., a meeting will be held at the Maynard Town Building, Room 201, to discuss with any citizen who desires further information, as to the recommended budget and capital plan, and any special Articles in the Warrant to which the Finance Committee has made a recommendation. Explanation and discussion concerning these matters may be helpful in the interest of saving time at the Annual Town Meeting. Your participation is welcome.

## ADA ADVISORY

Anyone in need of special arrangements for the Town Meeting, such as a wheelchair or signing for the hearing impaired, please contact the Office of the Selectmen at (978) 897-1301 by May 9, 2016 in order that reasonable accommodations may be made.

### **PROCEDURES AT TOWN MEETING**

**Order of Articles:** Articles are voted on in the order they are presented unless Town Meeting votes to do otherwise.

**Secret Ballot Votes:** The Moderator determines whether or not an article requires a secret ballot according to Town By-laws. If the Moderator determines that an Open Vote applies to an article, at least 25 voters may request that a secret ballot vote be taken. The request for a secret ballot vote must be made prior to the open vote being taken.

**Amending an Article at Town Meeting:** Any time after a main motion has been made and seconded, but before being voted on, it is possible to amend the main motion:

1. Ask the Moderator for recognition.
2. Present a motion to amend verbally and submit a copy of the motion in writing to the Moderator. The motion to amend must include your name as sponsor, any change in appropriation and its source.
3. The motion to amend must be seconded.
4. The motion to amend must be voted on by Town Meeting separately from the main motion.
5. The motion to amend must pass by a simple majority vote.
6. More than one motion to amend can be made to the main motion, but must be presented and voted on one at a time. A motion to amend must be made before the main motion is voted on.
7. After all motions to amend are voted, the main motion, (or as amended), must be voted on.

**Reconsider an Article:** An article may be reconsidered, that is, revoted, **only** within thirty (30) minutes of the time that the main article (motion) was voted on. An article can only be reconsidered once. To reconsider:

1. Ask the Moderator for recognition.
2. Ask for reconsideration within the thirty (30) minute time limit. The Moderator can now finish present business, which may go on beyond thirty (30) minute limit. However, the Moderator shall take up the reconsideration as the next order of business.
3. At the proper time, present your motion for reconsideration and state your name.
4. At the Moderator's option, he can move the motion without further discussion.

**NECESSARY MAJORITIES\***

9/10 majority is required for unpaid bills of prior fiscal years (Special Town Meeting) that had no appropriation.

4/5 majority is required for unpaid bills of prior fiscal years (Annual Town Meeting).

2/3 majority is required for all borrowing, land acquisitions or transfers and zoning by-laws.

Simple majority is required for all else, such as: regular by-laws, current appropriations and transfers, unpaid bills of prior years that have money appropriated but arrived too late to be included.

**NOTE:**

Yes and No votes only will be considered in the calculation of percentages. To figure the percentage, divide the Yes votes by the total Yes and No votes.

Example: 100 Yes, 50 No, and 20 Blanks shall be interpreted as:

$$\frac{100 \text{ Yes}}{100 \text{ Yes} + 50 \text{ No}} = 66.7\% \text{ or } 2/3$$

\*Please note these vote quanta are for example only and there may be other types of votes, which fall under each of the categories listed above.

**GLOSSARY OF TERMS USED AT TOWN MEETING**

**APPROPRIATE:** The authority to tax and spend funds for the purpose stated.

**ASSESSMENT:** The estimated value of worth of a piece of property or a group of properties. Assessment of property is done within specific guidelines by the Board of Assessors.

**BY-LAWS:** The Town’s guidelines – laws that cannot be deviated from “by-law.”

**CHERRY SHEET:** The state document that details the actual amount of state aid to the Town, and the charges the town must pay the state.

**DEBT LIMIT:** The maximum amount that a Town can borrow. In most cases, state law prohibits borrowing more than 5% of the total average valuation of taxable property. There are certain exceptions to this limit.

**CERTIFIED FREE CASH:** The amount of Surplus Revenue over and above uncollected taxes of prior years, certified by the Director of Accounts as of June 30<sup>th</sup> each year.

**GENERAL FUND:** Account from which all transactions are made, pay bills, collections, etc.

**OVERLAY:** The amount raised by the Assessors in excess of anticipated expenditures (appropriations and charges) to cover abatements, etc.

**OVERLAY RESERVE:** A city, town, or district may appropriate overlay surplus for any lawful purpose, including funding any known or anticipated overlay deficit for any fiscal year. Any amount not appropriated by June 30 closes to undesignated fund balance in the General Fund.

**RESERVE FUND:** Fund under the control of the Finance Committee to provide for extraordinary or unforeseen expenditures, may only be appropriated at Annual Town Meeting.

**SURPLUS REVENUE:** The amount by which cash, accounts receivable, and other current assets exceed liabilities and reserve.

**STABILIZATION FUND:** A savings account. Each year an amount not exceeding 10% of the preceding years' taxation of real and personal property may be appropriated. This fund is intended for purchasing capital items, which the town would otherwise borrow for.

**The balances of the Town's Stabilization Funds are as follows:**

General Fund Stabilization	\$1,993,203.00
Capital Fund Stabilization	\$1,626,595.00
Water Enterprise Fund Stabilization	\$ 456,393.00
Sewer Enterprise Fund Stabilization	\$ 775,286.00

**The amounts of "Free Cash" and "Retained Earnings" as certified by Director of Accounts are as follows:**

General Fund – Free Cash	\$1,819,727.00
Water Enterprise Fund – Retained Earnings	\$ 358,181.00
Sewer Enterprise Fund – Retained Earnings	\$ 193,483.00

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**ARTICLE: 1 TOWN REPORT ACCEPTANCE**

To hear and act upon the reports of Town Officers and Committees.

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends

**ARTICLE: 2 OBSOLETE EQUIPMENT, MATERIAL**

To see if the town will vote to authorize the Board of Selectmen to dispose of surplus and or obsolete equipment or materials, as authorized by M.G.L. c. 30B, Uniform Procurement Act, as amended from time to time.

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends

**ARTICLE: 3 AUTHORIZE REVOLVING FUNDS Chapter 44, section 53E1/2**

To see if the Town will vote to authorize the following revolving funds for certain town departments in accordance with M.G.L. c.44, s. 53E ½ for Fiscal Year 2017.

<b>Revolving Fund</b>	<b>**Authorized Department to Spend</b>	<b>Revenue Source</b>	<b>Use of Fund</b>	<b>FY2017 Spending Limit</b>
Conserv Comm - Wetlands Bylaw Consultant Fees	Municipal Services	Fees for Wetlands Bylaw Consultants	Expenses & PT Wages Related to Administering the Consultant Fee Provision of the Wetlands Bylaw	\$ 15,000.00
Planning Board - Site Plan Review	Municipal Services	Site Plan Review, Special Permit & Subdivision Application Fees	Expenses & PT Wages Related to Site Plan Review, Special Permit, Subdivision Applications and Zoning Bylaw & Subdivision Regulation Revisions	\$ 25,000.00
Disposal - Drop Off Center	Department of Public Works	Household Hazardous Products, Yard Waste, Tires & Electronic Disposal Fees	Expenses & PT Wages Related to the Disposal of Household Hazardous Products, Yard Waste, Tires & Electronics	\$ 12,000.00
Board of Health - Licensing Fees	Municipal Services	Town of Maynard Food Establishment Inspection Fees Over \$10 (First \$10 Goes to GF)	Expenses & PT Wages Related to Food Establishment Inspections in Maynard	\$ 15,000.00

Council on Aging - COA Van Service	Council on Aging	Fees for the COA Van Service	COA Operational Expenses & PT Wages	\$ 10,000.00
Sealer of Weights & Measures	Municipal Services	Fees for Sealer of Weights & Measures Services	Sealer of Weights & Measures PT Wages & Expenses	\$ 5,000.00
Electrical/Wiring Inspection Services	Fire Department	Fee Amount Over \$15 for Wiring Inspector Services (First \$15 Goes to GF)	Wiring Inspector's PT Wages	\$ 30,000.00
Plumbing & Gas Inspection Services	Municipal Services	Fee Amount Over \$15 for Plumbing & Gas Inspector Services (First \$15 Goes to GF)	Plumbing & Gas Inspector's PT Wages and Allowable Expenses	\$ 30,000.00
Municipal Permitting	Municipal services	Fees collected to provide services in support of permit processing	Expenses and wages expended to provide support of permit processing	\$20,000.00
			<b>TOTAL OF ALL REVOLVING FUNDS</b>	<b>\$162,000.00</b>

To do or act thereon.

SPONSORED BY: Board of Selectmen  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: 4 FISCAL YEAR 2017 SALARY ADMINISTRATION PLAN**

To see if the Town, under the authority of M. G. L. c.41 108A, will vote to amend the Maynard Salary Administration Plan as follows;

Full-Time Employees	\$16.50 to \$32.00 per hour
Part-time employees (but not less than the Massachusetts Minimum Wage)	\$10.00 to \$39.00 per hour
P.T. Specialized Employees (i.e. certified, licensed)	\$20.00 to \$39.00 per hour
Veteran's Agent	\$9,500.00 annually
Inspector of Animals	\$105.00 annually
Registrar of Voters	\$105.00 annually
Clerk, Registrar of Voters	\$515.00 annually
Moderator	\$75.00 annually

To do or act thereon.

SPONSORED BY: Board of Selectmen  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: Recommends

Sponsor Comments: The Salary Administration Plan details salary steps for all non-union or non-contracted employees.

**ARTICLE: 5 TOWN GENERAL FUND BUDGET FISCAL YEAR 2017**

To see if the town will vote to raise and appropriate, transfer from available funds or otherwise provide to meet the salaries and wages of Town Officers and employees, expense, and outlays of the Town Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the operation of the Town for Fiscal Year 2017 (July 1, 2016 – June 30, 2017) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$ 3,121,563.00
Public Safety	\$ 4,735,213.00
Education – Maynard	\$16,756,163.00
Education – Assabet	\$ 1,039,677.00
Public Works	\$ 1,777,236.00
Culture and Recreation	\$ 529,069.00
Debt Service	\$ 3,810,657.00
Employee Benefits	<u>\$ 7,432,954.00</u>
<b>Total General Fund Expenses</b>	<b>\$39,202,532.00</b>

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$39,202,532.00  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: See Attachment Appendix “A” – the appendix information is only a guide and is non-binding except as to the single raise and appropriation vote of \$39,202,532.00.

**ARTICLE: 6 OPTIONAL ADDITIONAL EXEMPTION**

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5C 1/2, which provides for an additional real estate exemptions for taxpayers who are granted personal exemptions on their domiciles under Massachusetts General Laws Chapter 59, Section 5, including certain blind persons, veterans, surviving spouses and seniors, and to provide that the additional exemption shall be up to 100 percent of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2016, or take any other action relative there to.

To do or act thereon.

SPONSORED BY: Board of Assessors  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends



Sponsor Comments: This increase was approved for Fiscal Years 2009 through 2016. This option now requires the municipality's legislative body, subject to local charter, to determine the exemption percentage not later than July 1 beginning of the fiscal year for which it will apply and that the percentage would remain in effect until another percentage is voted for the fiscal years beginning on any July 1 after that vote.

**ARTICLE: 7 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2017**

To see if the town will vote to recommend that the following sums be appropriated to operate the Sewer Enterprise Fund, in accordance with the provisions of M.G.L. c. 44 § 53F ½. Such sums of money as may be necessary, together with revenue from the Sewer Enterprise Fund operations, to defray the expenses for Fiscal Year 2017 (July 1, 2016 – June 30, 2017).

**TOTAL REVENUES \$2,865,727.00**

**EXPENSES - DIRECT**

Sewer - Salaries	\$ 165,860.00
Sewer - Expense	\$ 247,689.00
Sewer - Short Term Interest	\$ 3,375.00
Sewer - Long Term Debt Principal	\$ 622,860.00
Sewer - Long Term Debt Interest	\$ 217,645.00
Sewer - WWTP Expense	\$1,094,000.00
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$2,351,429.00</b>

**EXPENSES - INDIRECT**

Insurance - Health/Life/Unemp	\$ 146,083.00
Retirement	\$ 15,252.00
Shared Employee Costs	\$ 352,963.00
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 514,298.00</b>

**TOTAL FY2017 BUDGET \$2,865,727.00**

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$2,351,429.00
FINCOM RECOMMENDATION:	At Town Meeting

**ARTICLE: 8 WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2016**

To see if the town will vote to recommend that the following sums be appropriated to operate the Water Enterprise Fund, in accordance with provisions of M.G.L. c. 44 §53F ½ such sums of money as may be necessary, together with revenue from Water Enterprise Fund operations, to defray the expenses for FY2017 (July 1, 2016 – June 30, 2017).

**TOTAL REVENUES \$1,621,492.00**

**EXPENSES - DIRECT**

Water - Salaries	\$ 246,460.00
Water - Expense	\$ 552,532.00
Water - Long Term Debt Principal	\$ 461,375.00
Water - Long Term Debt Interest	\$ 81,155.00
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$ 1,341,522.00</b>

**EXPENSES - INDIRECT**

Insurance - Health/Life/ Unemp	\$ 75,540.00
Retirement	\$ 10,168.00
Shared Employee Costs	\$ 194,262.00
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 279,970.00</b>

**TOTAL FY2017 BUDGET \$ 1,341,522.00**

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$1,341,522.00  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: 9 FINANCE COMMITTEE RESERVE FUND**

To see if the town will vote to raise and appropriate from taxation the sum of \$300,000.00 to provide for any extraordinary or unforeseen expenditures of the various Town Departments, by a vote of the Finance Committee out of the Reserve Fund, as provided by M.G.L. c.40, s. 6.

To do or act thereon.

SPONSORED BY: Finance Committee  
APPROPRIATION: \$300,000.00  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: 10 COMMUNITY PRESERVATION FUND BUDGET FY2017**

To see if the Town will vote to appropriate or reserve from FY2017 Community Preservation Fund revenues in the amounts recommended by the Community Preservation Committee (CPC), with each item to be considered a separate appropriation:

Appropriations:

Administrative & Operating Expenses	\$12,800.00
Long Term Debt. Principal	\$90,000.00
Long Term Debt. Interest	\$34,600.00

Reserves:

Historic Preservation Reserve	\$25,600.00
Open Space Reserve	\$25,600.00
Community Housing Reserve	\$25,600.00
Budgeted Reserve	\$41,800.00

**TOTAL FY2017 BUDGET \$256,000.00**

To do or act thereon:

SPONSORED BY:	Community Preservation Committee
APPROPRIATION:	\$256,000.00
FINCOM RECOMMENDATION:	Recommends

**ARTICLE: 11 ESTABLISH TAX TITLE COLLECTION REVOLVING FUND**

To see if the town will vote to establish a Tax Title Collection Revolving Fund pursuant to G.L. c. 60 Section 15B in order to utilize monies received from fees, charges and costs collected upon the redemption of tax titles and sales of real property acquired through foreclosures of tax titles to pay for expenses associated with a tax taking or tax title foreclosure. Monies in the fund may be spent, without appropriation, by the tax collector to pay expenses associated with a tax title or tax title foreclosure including but not limited to, fees and costs of recording or filing documents and legal instruments, searching and examining titles, mailing, publishing or advertising notices or documents, petitioning the land court, serving court filings and paying legal fees. Monies in the fund may be used in addition to any monies appropriated in the annual departmental budget for the Treasurer/Collector for these expenses.

This article is to authorize the Treasurer/Collector, under the supervision of the Town Administrator, to expend money from such revolving fund; and to limit the total amount which may be expended from such fund up to and including \$100,000 per fiscal year, to take effect for the fiscal years beginning with July 1, 2016. That funds remaining in the account at the end of the fiscal year are carried over into the ensuing fiscal year to pay for expenses not yet completed but for which work has been undertaken.

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: 12 BY-LAW CHANGE IN CHAPTER I AND II**

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter I. TOWN MEETING Section 1, replace the phrase “Town Building and Post Office” with the phrase “Town Building, Town website, and Post Office”

In Chapter I. TOWN MEETING Section 4, replace the phrase “Section 8-7(b)” with the phrase “Section 7-12”

In Chapter I. TOWN MEETING Section 4, replace the phrase “Section 5-1(b)” with the phrase “Section 5-1”

In Chapter I. TOWN MEETING Section 5, delete the last sentence “The results of said election will be effective on the first day of July of said year.”

In Chapter II. FINANCE COMMITTEE Section 2, replace the phrase “Section 7-9(e)” with the phrase “Section 7-9(d)”

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: The changes correct references to the Town Charter whose organization and numbering had been changed, to remove a redundancy with the Town Charter, and to update the posting of Town Meeting Warrant to include the Town website.

**ARTICLE: 13 BY-LAW CHANGE IN CHAPTER XVIII**

To see if the town will vote to amend the Town By-Laws as follows:

By deleting the existing bylaw Chapter XVIII, By-Law Committee, and replace it with the following:

**CHAPTER XVIII**

**BY-LAW COMMITTEE**

**Section 1: Membership:** The Town By-law Committee shall consist of five registered voters of the Town. Members of the committee shall be appointed by the Moderator. When first appointed, two (2) members shall be appointed for a three (3) year term, two (2) for a

two (2) year term and one (1) for a one (1) year term. Thereafter, member's terms shall expire July 1, except that members shall continue in office until their successors have been duly appointed and qualified. Vacancies shall be filled by the Moderator for the balance of unexpired terms. After the approval of a new Charter by the Town, the numbers of members shall be increased by two (2) to include members of the charter review committee. The members from the Charter Review Committee shall serve until the revision of the by-laws relative to the Charter revisions is presented to the town meeting by a warrant article and the town meeting takes action thereon, at which time their positions shall automatically cease.

**Section 2: Authority:** Any duly authorized revisions, amendments, additions or other changes pertaining to the By-laws shall be presented to the By-law Committee prior to the town meeting taking any action thereon.

**Section 3: Administration:** The Town Administrator shall have the responsibility to keep the By-laws current. The Town Clerk shall have the responsibility to make a current and concise version of the By-laws available to the public and may charge a reasonable fee to cover the cost for the distribution to the public, notwithstanding any other provisions of the By-laws.

**Section 4: Other Duties:** The By-law Committee shall in addition to the other duties prescribed by law at least every two (2) years cause to be revised for distribution all By-laws of the Town.

To do or act thereon.

SPONSORED BY: By-law Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: The changes increases the size of the committee from three to five members, begins to bridge the function of the By-law Review Committee required by the Town Charter with the existing By-law Committee. The changes also delineate the responsibility of the maintenance of the By-laws between the Town Administrator, Town Clerk, and the By-law Committee.

**ARTICLE: 14 BY-LAW CHANGE IN CHAPTER XX**

To see if the town will vote to amend the Town By-Laws as follows:  
By deleting the existing bylaw Chapter XX, COUNCIL ON AGING, and replace it with the following:

**CHAPTER XX**

**COUNCIL ON AGING**

**Section 1:** In accordance with Massachusetts General Law, Ch. 40, § 8B as amended, there is hereby established a Council On Aging for the purpose of coordinating and carrying out programs designed to meet the issues of the elder population.

- A. The Council shall annually review the Executive Director’s Performance consistent with the Town Personnel Policies.
- B. The Council shall approve all programs offered to meet the issues of the elder population.

**Section 2:** The council shall consist of five (5) members appointed by the Board of Selectmen for a term of three (3) years, except the initial appointment shall be one (1) member for one (1) year, two (2) members for three (3) years each and two (2) members for two (2) years each. All members shall hold office until their successors are designated by the Board of Selectmen. Any appointment to fill a vacant unexpired term shall serve only the remainder of the term. There shall be no age restriction nor requirement to serve on the Council On Aging.

**Section 3:** The council shall submit an annual report to the town and shall send a copy thereof to the Massachusetts Executive Office of Elder Affairs.

**Section 4:** The members of the Council shall serve without compensation.

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: The changes reduce the size of the Council from eleven to five members, all appointed by the Board of Selectmen. It also removes the requirement that half the membership be retired senior citizens.

**ARTICLE: 15 BY-LAW CHANGE CHAPTER XIII**

To see if the town will vote to amend the Town By-Laws as follows:  
By deleting the existing bylaw section Chapter XIII. GENERAL, Section 2 and replace it with the following:

**Section 2:** The Town shall have the following Officers and Multiple Member Governmental bodies with members appointed by the indicated authority for the stated terms.

**Board of Selectmen**

<b>Officer</b>	<b>Term</b>	<b>Comments</b>
Town Administrator	3 year	renewable contract
Assistant Town Administrator	Indefinite	
Town Counsel	Contract	
Director of Public Works	Indefinite	
Police Chief and all police officers	Indefinite	
Fire Chief	Indefinite	
Town Planner	Indefinite	
Veterans Administrator	Indefinite	
Director of Emergency Management	Indefinite	
One or more Constables	Indefinite	
Two or more Fence Viewers	Indefinite	
Towns Representative to Town	Indefinite	
Retirement Board		
Keeper of Lock Up	Indefinite	
Representative to MAPC	Indefinite	
Right to Know Coordinator	Indefinite	
Tree Wardens	Indefinite	

<b>Boards/ Committees</b>	<b>Number of Members</b>	<b>Term in years</b>	<b>Number appointed per year</b>
Americans with Disabilities Acts Commission	5	3	2/2/1
Conservation Commission	5	3	2/2/1
Industrial Development and Finance Authority	5	3	2/2/1
Maynard Historical Commission	5	3	2/2/1
Board of Appeals	5	3	2/2/1
			<i>Also appoints 2 associate members</i>
Board of Assessors	3	3	1/1/1
Board of Health	3	3	1/1/1
Community Preservation Committee	9	3	3/3/3
			<i>Board of Selectmen only appoints 3 members, remaining members appointed per the Community Preservation Committee bylaw.</i>
Planning Board	5	5	1/1/1/1/1
			<i>Also appoints 1 associate member</i>

Public Works Advisory Committee	3	3	1/1/1
Capital Planning Committee	5	3	2/2/1
Maynard Citizen's Corps Executive Board	7	1	7
	<i>Board of Health appoints 3; Board of Selectmen, School Committee, Fire Chief and Police Chief appoint 1 each. Unlimited volunteers approved by Executive Board</i>		
Recreation Commission	5	3	2/2/1
Board of Registrars	5	3	2/1/1
	<i>Town Clerk to be a permanent member</i>		
Cable Television Committee	5	3	2/2/1
Council On Aging	5	3	2/2/1
Cultural Council	7	3	3/2/2

**Town Administrator**

<b>Officer</b>	<b>Term</b>	<b>Comments</b>
Town Clerk	Indefinite	
Financial Director	Indefinite	
Town Treasurer/Collector	Indefinite	
Town Accountant	Indefinite	
Chief Assessor	Indefinite	In conjunction with the Board of Assessors
Board of Health Director/ Public Health Officer	Indefinite	In conjunction with the Board of Health
Conservation Agent	Indefinite	In conjunction with the Conservation Commission
Director, Council On Aging	Indefinite	In conjunction with the Council On Aging
Sealer of Weights and Measures Facility Manager	Appointed Yearly Indefinite	
Building Commissioner/Zoning Code Enforcement Officer	Indefinite	
Plumbing Inspector	Appointed Yearly	
Inspector of Gas piping and Gas Appliances	Appointed Yearly	
Wiring Inspector	Appointed Yearly	
Dog Officer	Appointed Yearly	
Inspector of Animals	Appointed Yearly	
Hazardous Waste Committee	3 years	
All Assistant Inspectors	Appointed Yearly	



**Town Moderator**

<b>Committee</b>	<b>Number of Members</b>	<b>Term in years per year</b>	<b>Number appointed</b>
Finance Committee	7	3	3/2/2
By-Law Committee	5	3	2/2/1
Standing Committees authorized by Town Meeting To do or act thereon.	As Needed		

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: The changes reflect the addition or renaming of several position, the addition of Community Preservation Committee, and the size of several committees.

**ARTICLE: 16 CITIZENS PETITION – REQUEST**

To see if the Town will vote to petition that the Board of Assessors recommend and the board to vote acceptance of Commonwealth of Massachusetts small commercial exemption MGL c. 59 sec.51 and that the Board of Assessors also recommend a single tax rate and the Board of Selectmen vote acceptance of same, or to do or act thereon.

To do or act thereon.

SPONSORED BY: Citizens Petition  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Given under our hands this **5th** day of April in the year of Two Thousand and Sixteen.

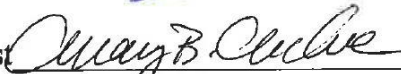
  
Chris DiSilva, Selectman

  
David Gavin, Selectman

  
Jason Kreil, Selectman

  
Terrence Donovan, Selectman

  
Tim Egan, Selectman

A true copy, Attest  Constable of Maynard.  
Mary McCue

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

	FY2016 BUDGET	FY2016 ACTUAL	FY2017 BUDGET	Budget FY16 vs. FY17
<b>SALARIES</b>				
General Government	\$ 1,417,359	\$ 674,965	\$ 1,646,122	\$ 228,763
Public Safety	\$ 4,179,408	\$ 2,045,806	\$ 4,284,305	\$ 104,897
Public Works	\$ 647,071	\$ 354,149	\$ 656,236	\$ 9,165
Cultural & Recreation	\$ 423,269	\$ 202,828	\$ 426,219	\$ 2,950
Education - Maynard	\$ 13,068,463	\$ 5,110,734	\$ 13,618,651	\$ 550,188
Education - Assabet	\$ -	\$ -	\$ -	\$ -
Employee Benefits	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -
Reserve Fund	\$ -	\$ -	\$ -	\$ -
<b>TOTAL SALARIES</b>	<b>\$ 19,735,570</b>	<b>\$ 8,388,482</b>	<b>\$ 20,631,533</b>	<b>\$ 895,963</b>
<b>OTHER EXPENSES</b>				
General Government	\$ 1,336,510	\$ 762,783	\$ 1,475,441	\$ 138,931
Public Safety	\$ 439,158	\$ 213,755	\$ 450,908	\$ 11,750
Public Works	\$ 1,037,200	\$ 494,040	\$ 1,121,000	\$ 83,800
Cultural & Recreation	\$ 98,074	\$ 58,350	\$ 102,850	\$ 4,776
Education - Maynard	\$ 3,082,812	\$ 1,570,169	\$ 3,137,512	\$ 54,700
Education - Assabet	\$ 789,627	\$ 403,182	\$ 1,039,677	\$ 250,050
Employee Benefits	\$ 7,037,638	\$ 4,400,332	\$ 7,432,954	\$ 395,316
Debt Service	\$ 3,965,398	\$ 1,046,425	\$ 3,810,657	\$ (154,741)
Reserve Fund	\$ 300,000	\$ -	\$ 300,000	\$ -
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 18,086,417</b>	<b>\$ 8,949,036</b>	<b>\$ 18,870,999</b>	<b>\$ 784,582</b>
<b>TOTAL EXPENSES</b>				
General Government	\$ 2,753,869	\$ 1,437,748	\$ 3,121,563	\$ 367,694
Public Safety	\$ 4,618,566	\$ 2,259,561	\$ 4,735,213	\$ 116,647
Public Works	\$ 1,684,271	\$ 848,189	\$ 1,777,236	\$ 92,965
Cultural & Recreation	\$ 521,343	\$ 261,178	\$ 529,069	\$ 7,726
Education - Maynard	\$ 16,151,275	\$ 6,680,903	\$ 16,756,163	\$ 604,888
Education - Assabet	\$ 789,627	\$ 403,182	\$ 1,039,677	\$ 250,050
Employee Benefits	\$ 7,037,638	\$ 4,400,332	\$ 7,432,954	\$ 395,316
Debt Service	\$ 3,965,398	\$ 1,046,425	\$ 3,810,657	\$ (154,741)
Reserve Fund	\$ 300,000	\$ -	\$ 300,000	\$ -
<b>TOTAL EXPENSES MAYNARD</b>	<b>\$ 37,821,987</b>	<b>\$ 17,337,518</b>	<b>\$ 39,502,532</b>	<b>\$ 1,680,545</b>
Budget Prior to Reserve Fund Calculation	\$ 37,521,987	\$ 17,337,518	\$ 39,202,532	\$ 1,680,545
Total Town	\$ 9,578,049	\$ 4,806,676	\$ 10,163,081	\$ 585,032
Education	\$ 16,940,902	\$ 7,084,085	\$ 17,795,840	\$ 854,938
Employee Benefits	\$ 7,037,638	\$ 4,400,332	\$ 7,432,954	\$ 395,316
Debt Service	\$ 3,965,398	\$ 1,046,425	\$ 3,810,657	\$ (154,741)
Reserve Fund	\$ 300,000	\$ -	\$ 300,000	\$ -
	\$ 37,821,987	\$ 17,337,518	\$ 39,502,532	\$ 1,680,545

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

	ACCOUNT NAME	FY2016	FY2016	FY2017	Budget
		BUDGET	ACTUAL	BUDGET	FY16 vs. FY17
114	Total Salaries - Moderator	\$ -	\$ -	\$ -	\$ -
114	Total Other Expenses - Moderator	\$ 75	\$ -	\$ 75	\$ -
114	Total Moderator Expenses	\$ 75	\$ -	\$ 75	\$ -
122	Total Salaries - Selectman	\$ 63,597	\$ 31,129	\$ 65,813	\$ 2,216
122	Total Other Expenses - Selectman	\$ 66,700	\$ 25,643	\$ 66,700	\$ -
122	Total Selectman Expenses	\$ 130,297	\$ 56,772	\$ 132,513	\$ 2,216
129	Total Salaries - Town Administrator	\$ 271,000	\$ 133,515	\$ 274,000	\$ 3,000
129	Total Other Expenses- Town Administrator	\$ 10,500	\$ 5,992	\$ 18,000	\$ 7,500
129	Total Expenses - Town Administrator	\$ 281,500	\$ 139,507	\$ 292,000	\$ 10,500
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -	\$ -
131	Total Other Expenses- Finance Committee	\$ 500	\$ -	\$ 500	\$ -
131	Total Expenses - Finance Committee	\$ 500	\$ -	\$ 500	\$ -
135	Total Salaries - Accountant	\$ 139,116	\$ 69,396	\$ 149,103	\$ 9,987
135	Total Other Expenses- Accountant	\$ 5,350	\$ 1,015	\$ 5,350	\$ -
135	Total Expenses - Accountant	\$ 144,466	\$ 70,411	\$ 154,453	\$ 9,987
141	Total Salaries - Assessor	\$ 146,793	\$ 72,780	\$ 149,389	\$ 2,596
141	Total Other Expenses-Assessor	\$ 29,170	\$ 25,941	\$ 30,170	\$ 1,000
141	Total Expenses - Assessor	\$ 175,963	\$ 98,721	\$ 179,559	\$ 3,596
145	Total Salaries - Treasurer	\$ 185,708	\$ 89,809	\$ 190,328	\$ 4,620
145	Total Other Expenses-Treasurer	\$ 39,780	\$ 14,815	\$ 47,780	\$ 8,000
145	Total Expenses - Treasurer	\$ 225,488	\$ 104,624	\$ 238,108	\$ 12,620
151	Total Salaries - Legal	\$ -	\$ -	\$ -	\$ -
151	Total Other Expenses-Legal	\$ 112,000	\$ 48,793	\$ 112,000	\$ -
151	Total Expenses - Legal	\$ 112,000	\$ 48,793	\$ 112,000	\$ -
155	Total Salaries - Data Processing	\$ -	\$ -	\$ -	\$ -
155	Total Other - Data Processing	\$ 316,255	\$ 176,011	\$ 327,577	\$ 11,322
155	Total Expenses - Data Processing	\$ 316,255	\$ 176,011	\$ 327,577	\$ 11,322
156	Total Salaries - PEG Access	\$ -	\$ -	\$ 154,539	\$ 154,539
156	Total Other - PEG Access	\$ -	\$ -	\$ 79,340	\$ 79,340
156	Total Expenses - PEG Access	\$ -	\$ -	\$ 233,879	\$ 233,879
158	Total Salaries - Tax Title	\$ -	\$ -	\$ -	\$ -
158	Total Other - Tax Title	\$ 11,200	\$ 8,170	\$ 10,700	\$ (500)
158	Total Expenses - Tax Title	\$ 11,200	\$ 8,170	\$ 10,700	\$ (500)
161	Total Salaries - Town Clerk	\$ 100,336	\$ 48,574	\$ 100,596	\$ 260
161	Total Other Expenses-Town Clerk	\$ 2,480	\$ 1,090	\$ 2,480	\$ -
161	Total Expenses - Town Clerk	\$ 102,816	\$ 49,664	\$ 103,076	\$ 260
162	Total Salaries - Elect & Regist	\$ 935	\$ -	\$ 935	\$ -
162	Total Other Elect & Regist	\$ 2,850	\$ 1,820	\$ 2,850	\$ -
162	Total Expenses - Elect & Regist	\$ 3,785	\$ 1,820	\$ 3,785	\$ -

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

163	Total Salaries - Election	\$ 16,000	\$ -	\$ 18,000	\$ 2,000
163	Total Other - Election	\$ 12,000	\$ 515	\$ 16,000	\$ 4,000
163	Total Expenses - Election	\$ 28,000	\$ 515	\$ 34,000	\$ 6,000
192	Total Salaries - Facilities	\$ 129,665	\$ 62,468	\$ 140,012	\$ 10,347
192	Total Other - Facilities	\$ 257,400	\$ 120,550	\$ 259,850	\$ 2,450
192	Total Expenses - Facilities	\$ 387,065	\$ 183,018	\$ 399,862	\$ 12,797
195	Total Salaries - Town Reports Printing	\$ -	\$ -	\$ -	\$ -
195	Total Other - Town Reports Printing	\$ 2,000	\$ -	\$ 2,000	\$ -
195	Total Expenses - Town Reports Printing	\$ 2,000	\$ -	\$ 2,000	\$ -
500	Total Salaries - Municipal Services	\$ 238,789	\$ 116,070	\$ 283,185	\$ 44,396
500	Total Other - Municipal Services	\$ 41,900	\$ 13,161	\$ 40,550	\$ (1,350)
500	Total Expenses - Municipal Services	\$ 280,689	\$ 129,231	\$ 323,735	\$ 43,046
541	Total Salaries - Council on Aging	\$ 115,920	\$ 46,474	\$ 110,722	\$ (5,198)
541	Total Other - Council on Aging	\$ 34,350	\$ 19,235	\$ 39,400	\$ 5,050
541	Total Expenses - Council on Aging	\$ 150,270	\$ 65,709	\$ 150,122	\$ (148)
543	Total Salaries - Veterans	\$ 9,500	\$ 4,750	\$ 9,500	\$ -
543	Total Other - Veterans	\$ 57,000	\$ 30,295	\$ 57,000	\$ -
543	Total Expenses - Veterans	\$ 66,500	\$ 35,045	\$ 66,500	\$ -
930	Total Salaries - Capital Projects	\$ -	\$ -	\$ -	\$ -
930	Total Other - Capital Projects	\$ -	\$ -	\$ 22,119	\$ 22,119
930	Total Expenses - Capital Projects	\$ -	\$ -	\$ 22,119	\$ 22,119
945	Total Salaries - Liability Insurance Premiums	\$ -	\$ -	\$ -	\$ -
945	Total Other - Liability Insurance Premiums	\$ 290,000	\$ 269,737	\$ 290,000	\$ -
945	Total Expenses - Liability Insurance Premiums	\$ 290,000	\$ 269,737	\$ 290,000	\$ -
955	Total Salaries - Town Audit	\$ -	\$ -	\$ -	\$ -
955	Total Other - Town Audit	\$ 45,000	\$ -	\$ 45,000	\$ -
955	Total Expenses - Town Audit	\$ 45,000	\$ -	\$ 45,000	\$ -
	<b>Total Salaries - General Government</b>	\$ 1,417,359	\$ 674,965	\$ 1,646,122	\$ 228,763
	<b>Total Other - General Government</b>	\$ 1,336,510	\$ 762,783	\$ 1,475,441	\$ 138,931
	<b>Total Expenses - General Government</b>	\$ 2,753,869	\$ 1,437,748	\$ 3,121,563	\$ 367,694
210	Total Salaries - Police	\$ 2,101,451	\$ 1,001,362	\$ 2,167,782	\$ 66,331
210	Total Other - Police	\$ 278,033	\$ 145,492	\$ 293,083	\$ 15,050
210	Total Expenses - Police	\$ 2,379,484	\$ 1,146,854	\$ 2,460,865	\$ 81,381
220	Total Salaries - Fire	\$ 1,839,538	\$ 893,189	\$ 1,861,411	\$ 21,873
220	Total Other - Fire	\$ 153,125	\$ 65,564	\$ 153,075	\$ (50)
220	Total Expenses - Fire	\$ 1,992,663	\$ 958,753	\$ 2,014,486	\$ 21,823

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

215	Total Salaries - Dispatch	\$ 238,419	\$ 151,255	\$ 255,112	\$ 16,693
215	Total Other - Dispatch	\$ 8,000	\$ 2,699	\$ 4,750	\$ (3,250)
215	Total Expenses - Dispatch	\$ 246,419	\$ 153,954	\$ 259,862	\$ 13,443
	<b>Total Salaries - Public Safety</b>	<b>\$ 4,179,408</b>	<b>\$ 2,045,806</b>	<b>\$ 4,284,305</b>	<b>\$ 104,897</b>
	<b>Total Other - Public Safety</b>	<b>\$ 439,158</b>	<b>\$ 213,755</b>	<b>\$ 450,908</b>	<b>\$ 11,750</b>
	<b>Total Expenses - Public Safety</b>	<b>\$ 4,618,566</b>	<b>\$ 2,259,561</b>	<b>\$ 4,735,213</b>	<b>\$ 116,647</b>
300	Total Salaries - Education	\$ 13,068,463	\$ 5,110,734	\$ 13,618,651	\$ 550,188
300	Total Other - Education	\$ 3,082,812	\$ 1,570,169	\$ 3,137,512	\$ 54,700
300	Total Expenses - Education	\$ 16,151,275	\$ 6,680,903	\$ 16,756,163	\$ 604,888
310	Total Salaries - Assabet Valley Assessment	\$ -	\$ -	\$ -	\$ -
310	Total Other - Assabet Valley Assessment	\$ 789,627	\$ 403,182	\$ 1,039,677	\$ 250,050
310	Total Expenses - Assabet Valley Assessment	\$ 789,627	\$ 403,182	\$ 1,039,677	\$ 250,050
	<b>Total Salaries - Education</b>	<b>\$ 13,068,463</b>	<b>\$ 5,110,734</b>	<b>\$ 13,618,651</b>	<b>\$ 550,188</b>
	<b>Total Other - Education</b>	<b>\$ 3,872,439</b>	<b>\$ 1,973,351</b>	<b>\$ 4,177,189</b>	<b>\$ 304,750</b>
	<b>Total Expenses - Education</b>	<b>\$ 16,940,902</b>	<b>\$ 7,084,085</b>	<b>\$ 17,795,840</b>	<b>\$ 854,938</b>
294	Total Salaries - Forestry	\$ -	\$ -	\$ -	\$ -
294	Total Other - Forestry	\$ 38,000	\$ 11,830	\$ 38,000	\$ -
294	Total Expenses - Forestry	\$ 38,000	\$ 11,830	\$ 38,000	\$ -
421	Total Salaries - DPW Administration	\$ 174,986	\$ 100,108	\$ 178,651	\$ 3,665
421	Total Other - DPW Administration	\$ 91,000	\$ 37,897	\$ 108,100	\$ 17,100
421	Total Expenses - DPW Administration	\$ 265,986	\$ 138,005	\$ 286,751	\$ 20,765
422	Total Salaries - Construction and Maint	\$ 382,085	\$ 190,170	\$ 386,085	\$ 4,000
422	Total Other - Construction and Maint	\$ 822,200	\$ 383,227	\$ 872,200	\$ 50,000
422	Total Expenses - Construction and Maint	\$ 1,204,285	\$ 573,397	\$ 1,258,285	\$ 54,000
423	Total Salaries - Snow and Ice	\$ 80,000	\$ -	\$ 80,000	\$ -
423	Total Other - Snow and Ice	\$ 37,000	\$ 18,425	\$ 37,000	\$ -
423	Total Salaries - Snow and Ice	\$ 117,000	\$ 18,425	\$ 117,000	\$ -
424	Total Salaries - Street Lighting	\$ 5,000	\$ -	\$ 5,000	\$ -
424	Total Other - Street Lighting	\$ 5,000	\$ 2,655	\$ 5,000	\$ -
424	Total Salaries - Street Lighting	\$ 10,000	\$ 2,655	\$ 10,000	\$ -
439	Total Salaries - Parks	\$ -	\$ -	\$ -	\$ -
439	Total Other - Parks	\$ 15,000	\$ 12,000	\$ 18,000	\$ 3,000
439	Total Expenses - Parks	\$ 15,000	\$ 12,000	\$ 18,000	\$ 3,000
491	Total Salaries - Cemetery	\$ 5,000	\$ 63,871	\$ 6,500	\$ 1,500
491	Total Other - Cemetery	\$ 29,000	\$ 28,006	\$ 42,700	\$ 13,700
491	Total Expenses - Cemetery	\$ 34,000	\$ 91,877	\$ 49,200	\$ 15,200
	<b>Total Salaries - Public Works</b>	<b>\$ 647,071</b>	<b>\$ 354,149</b>	<b>\$ 656,236</b>	<b>\$ 9,165</b>
	<b>Total Other - Public Works</b>	<b>\$ 1,037,200</b>	<b>\$ 494,040</b>	<b>\$ 1,121,000</b>	<b>\$ 83,800</b>
	<b>Total Expenses - Public Works</b>	<b>\$ 1,684,271</b>	<b>\$ 848,189</b>	<b>\$ 1,777,236</b>	<b>\$ 92,965</b>

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

610	Total Salaries - Library	\$ 423,269	\$ 202,828	\$ 426,219	\$ 2,950
610	Total Other - Library	\$ 61,074	\$ 43,426	\$ 65,850	\$ 4,776
610	Total Expenses - Library	\$ 484,343	\$ 246,254	\$ 492,069	\$ 7,726
612	Total Salaries - Roosevelt Building	\$ -	\$ -	\$ -	\$ -
612	Total Other - Roosevelt Building	\$ 36,000	\$ 14,924	\$ 36,000	\$ -
612	Total Salaries - Roosevelt Building	\$ 36,000	\$ 14,924	\$ 36,000	\$ -
619	Total Salaries - Historical Preservation	\$ -	\$ -	\$ -	\$ -
619	Total Other - Historical Preservation	\$ 1,000	\$ -	\$ 1,000	\$ -
619	Total Expenses - Historical Preservation	\$ 1,000	\$ -	\$ 1,000	\$ -
	Total Salaries - Culture & Recreation	\$ 423,269	\$ 202,828	\$ 426,219	\$ 2,950
	Total Other - Culture & Recreation	\$ 98,074	\$ 58,350	\$ 102,850	\$ 4,776
	Total Expenses - Culture & Recreation	\$ 521,343	\$ 261,178	\$ 529,069	\$ 7,726
710	Total Salaries - Principal Long Term Debt	\$ -	\$ -	\$ -	\$ -
710	Total Other - Principal Long Term Debt	\$ 2,694,220	\$ 445,000	\$ 2,680,285	\$ (13,935)
710	Total Expenses - Principal Long Term Debt	\$ 2,694,220	\$ 445,000	\$ 2,680,285	\$ (13,935)
751	Total Salaries - Interest Long Term Debt	\$ -	\$ -	\$ -	\$ -
751	Total Other - Interest Long Term Debt	\$ 1,196,178	\$ 601,425	\$ 1,105,372	\$ (90,806)
751	Total Expenses - Interest Long Term Debt	\$ 1,196,178	\$ 601,425	\$ 1,105,372	\$ (90,806)
752	Total Salaries - Interest Short Term Notes	\$ -	\$ -	\$ -	\$ -
752	Total Other - Interest Short Term Notes	\$ 75,000	\$ -	\$ 25,000	\$ (50,000)
752	Total Expenses - Interest Short Term Notes	\$ 75,000	\$ -	\$ 25,000	\$ (50,000)
	Total Salaries - Debt Service	\$ -	\$ -	\$ -	\$ -
	Total Other - Debt Service	\$ 3,965,398	\$ 1,046,425	\$ 3,810,657	\$ (154,741)
	Total Expenses - Debt Service	\$ 3,965,398	\$ 1,046,425	\$ 3,810,657	\$ (154,741)
910	Total Salaries - Ret Sys Pension Contrib	\$ -	\$ -	\$ -	\$ -
910	Total Other - Ret Sys Pension Contrib	\$ 1,899,968	\$ 1,899,968	\$ 2,007,354	\$ 107,386
910	Total Expenses - Ret Sys Pension Contrib	\$ 1,899,968	\$ 1,899,968	\$ 2,007,354	\$ 107,386
911	Total Salaries - Ret Sys Non Contribution	\$ -	\$ -	\$ -	\$ -
911	Total Other - Ret Sys Non Contribution	\$ -	\$ -	\$ -	\$ -
911	Total Expenses - Ret Sys Non Contribution	\$ -	\$ -	\$ -	\$ -
913	Total Salaries - Unemployment Compens	\$ -	\$ -	\$ -	\$ -
913	Total Other - Unemployment Compens	\$ 60,000	\$ 34,732	\$ 60,000	\$ -
913	Total Expenses - Unemployment Compens	\$ 60,000	\$ 34,732	\$ 60,000	\$ -

**APPENDIX A**  
**TOWN OF MAYNARD**  
**FY2017 BUDGET – GENERAL FUND**

914	Total Salaries - Health Insurance	\$ -	\$ -	\$ -	\$ -
914	Total Other - Health Insurance	\$ 4,724,070	\$ 2,253,483	\$ 5,059,600	\$ 335,530
914	Total Expenses - Health Insurance	\$ 4,724,070	\$ 2,253,483	\$ 5,059,600	\$ 335,530
915	Total Salaries - Life Insurance	\$ -	\$ -	\$ -	\$ -
915	Total Other - Life Insurance	\$ 9,500	\$ 4,779	\$ 10,500	\$ 1,000
915	Total Expenses - Life Insurance	\$ 9,500	\$ 4,779	\$ 10,500	\$ 1,000
916	Total Salaries - Medicare	\$ -	\$ -	\$ -	\$ -
916	Total Other - Medicare	\$ 272,100	\$ 135,370	\$ 285,500	\$ 13,400
916	Total Expenses - Medicare	\$ 272,100	\$ 135,370	\$ 285,500	\$ 13,400
917	Total Salaries - OPEB	\$ -	\$ -	\$ -	\$ -
917	Total Other - OPEB	\$ 72,000	\$ 72,000	\$ 10,000	\$ (62,000)
917	Total Expenses - OPEB	\$ 72,000	\$ 72,000	\$ 10,000	\$ (62,000)
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -	\$ -
	Total Other- Employee Benefits	\$ 7,037,638	\$ 4,400,332	\$ 7,432,954	\$ 395,316
	Total Expenses- Employee Benefits	\$ 7,037,638	\$ 4,400,332	\$ 7,432,954	\$ 395,316
132	Reserve Fund - Original Budget	\$ 300,000	\$ -	\$ 300,000	\$ -





## **COMMONWEALTH OF MASSACHUSETTS**

**MIDDLESEX, SS.**

### **SPECIAL TOWN MEETING**

**To the Constable of the Town of Maynard, in said County,**

#### **GREETINGS:**

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the voters of said Maynard, to assemble **IN FOWLER SCHOOL AUDITORIUM**, THREE TIGER DRIVE IN SAID town, on Monday, May 16, 2016 at 7:00 p.m. then and there to act on the following articles:

#### **SPECIAL NOTICE TO VOTERS**

On Monday, May 9, 2016 at 7:00 P.M., a public hearing will be held at the Maynard Town Hall, Michael J. Gianotis Room, Room 201, to discuss with any citizen who desires further information, as to the recommended budget, and any special Articles in the Warrant to which the Finance Committee has made a recommendation. Explanation and discussion concerning these matters may be helpful in the interest of saving time at the Special Town Meeting. Your participation is welcome.

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**ARTICLE: S-1 CERTIFIED FREE CASH APPROPRIATION**

To see if the town will vote to appropriate from certified free cash as of July 1, 2015 the sum of \$1,819,727.00 for the following general, capital and stabilization fund purposes and in the following amounts:

<u>PURPOSE</u>	<u>AMOUNT</u>
FY2016 Snow & Ice Deficit	\$ 174,500.00
Other Post-Employment Benefits (OPEB) Trust	\$ 200,000.00
Capital Stabilization Fund	\$ 643,227.00
Demolition & Back-fill of Town-owned Property at 1 Rockland Ave	\$ 40,000.00
Facilities - F150 Crew Cab Truck Replacement	\$ 35,000.00
Facilities - Fowler Middle School Gym Floor Resurfacing	\$ 20,000.00
Facilities - Ride-on Field Mower/Leaf Vac	\$ 20,000.00
DPW - Ford Explorer XLT Replacement	\$ 32,000.00
DPW – Asphalt Curb/Berm Machine	\$ 50,000.00
Roadway and Sidewalk Improvements	\$ 500,000.00
Highway Garage Fence & Security Improvements	\$ 105,000.00

**TOTAL APPROPRIATION \$1,819,727.00**

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$1,819,727.00  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: S-2 RESERVE FOR OVERLAY RELEASE APPROPRIATION**

To see if the town will vote to transfer and appropriate the following sums of money for the purpose listed, from the fund balance reserved for overlay released:

<u>PURPOSE</u>	<u>AMOUNT</u>
Downtown Enhancement Funds	\$ 40,000.00
Capital Stabilization Fund	\$ 63,986.00

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$103,986.00  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: S-3 COMMUNITY PRESERVATION FUND - CLOSE OUT  
UNDESIGNATED FUND BALANCE**

To see if the Town will vote to reserve from FY2015 Community Preservation Fund undesignated fund balance in the amounts recommended by the Community Preservation Committee (CPC), with each item to be considered a separate appropriation:

Reserves:

Historic Preservation Reserve	\$ 3,602.83
Open Space Reserve	\$ 3,602.83
Community Housing Reserve	\$ 3,602.83
Budgeted Reserve	\$25,219.86
<b>TOTAL BALANCE</b>	<b>\$36,028.35</b>

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

**ARTICLE: S-4 WATER RETAINED EARNINGS APPROPRIATION**

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$175,000.00, with said funds to be used for Rockland Ave Filter Media Replacement Overage Costs, Well Head Installations at Water Wells, Water Main Valves & Gates Replacement and Fire Hydrant Replacement.

<u>PURPOSE</u>	<u>AMOUNT</u>
Rockland Ave Filter Media Replacement (Overage)	\$50,000.00
Wellhead & Water Supply Protection Project	\$50,000.00
Water Main Valves & Gates Replacement	\$50,000.00
Fire Hydrant Replacement	\$25,000.00
<b>TOTAL APPROPRIATION</b>	<b>\$175,000.00</b>

To do or act thereon.

SPONSORED BY: Department of Public Works  
APPROPRIATION: \$175,000.00  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: MA DEP has requested that the Town of Maynard implement additional Wellhead Protection Requirements, amendments to the current Water Supply Protection District

Bylaw and updates (as necessary) to the current Water Supply Protection District Map. Annual fire hydrant and water main valves and gates replacement.

**ARTICLE: S-5 SEWER STABILIZATION FUND APPROPRIATION**

To see if the Town will vote to appropriate from Sewer Stabilization the sum of \$250,000.00, for sewer system drainage improvements.

To do or act thereon.

SPONSORED BY: Department of Public Works  
APPROPRIATION: \$250,000.00  
FINCOM RECOMMENDATION: At Town Meeting

Sponsor Comments: Inflow and Infiltration (I/I) Year two Sewer Rehabilitation Project.

**ARTICLE: S-6 COMMUNITY PRESERVATION FUND - CLOSE OUT  
UNEXPENDED PROJECT FUNDS**

To see if the Town will vote to return to their original funding sources the unexpended balances of the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, in accordance with the requirements of Massachusetts General Laws Chapter 44B:

Return to the Community Housing Reserve Fund  
Appropriated originally for the Affordable Housing Plan (ATM0508/ART S15)  
**\$ 12,000.00**

Return to Historic Preservation Reserve Fund  
Appropriated originally for the Glenwood Cemetery Fence Project (STM0510/ART S5)  
**\$ 5,084.39**

Return to Historic Preservation Reserve Fund  
Appropriated originally for the E. Howard Scale Restoration (STM0513/ART S2)  
**\$ 1,365.26**

Return to the Budgeted Reserve Fund  
Appropriated originally for the Rockland Field Renovation (STM0513/ART S2)  
**\$ 4,675.00**

**Total amount returned to the Community Preservation Funds \$23,124.65**

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends

**ARTICLE: S-7 COMMUNITY PRESERVATION RESERVE FUND  
APPROPRIATION**

To see if the Town will vote to appropriate from Community Preservation Funds the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, with each item to be considered a separate appropriation, in accordance with the requirements of Massachusetts General Laws Chapter 44B.

Appropriations:

From the Historic Preservation Reserve Fund

The amount of **\$43,800**, for the ArtSpace Cupola Restoration project, with unexpended funds as of June 30, 2018 being returned to their funding source.

From the Open Space Reserve Fund

The amount of **\$30,000**, for the Maynard Conservation Trust Fund.

From the Budgeted Reserve Fund

The amount of **\$30,000**, for the Fowler Field Use & Design study, with unexpended funds as of June 30, 2018 being returned to their funding source.

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: \$103,800.00  
FINCOM RECOMMENDATION: Recommends

Sponsor Comments: The funding for these projects come from a 1.5% real estate tax surcharge on residential properties and a partial State match, as authorized by the Town's acceptance of provisions of the Community Preservation Act (CPA) in 2006.

The Cupola project will restore and preserve the cupola on the ArtSpace (Old Fowler School) building on Summer Street. The Conservation Fund allotment will supplement other funding to purchase conservation land. The Fowler Field project will study the best use of Fowler Lent Field, and provide design details and biddable construction specifications for improvements such as grading and irrigation.

**ARTICLE: S-8 STREET ACCEPTANCE: CUTTING DRIVE, DETTLING ROAD,  
VOSE HILL ROAD, KARLEE DRIVE AND GABRIELLE CIRCLE**

To see if the Town will vote to accept the following as public ways in the Town of Maynard, and any appurtenant easements thereto, as laid out by the Board of Selectmen:

On a plan entitled “Definitive Subdivision Plan of Vose Hill Farms – Maynard, Mass” prepared by Colburn Engineering, Inc. and dated June 3, 1985:

Cutting Drive,  
Dettling Road  
Vose Hill Road

On a plan entitled “Street Acceptance Plan Karlee Drive & Gabrielle Circle – Maynard, Massachusetts” prepared by Foresite Engineering and dated November 16, 2015:

Karlee Drive  
Gabrielle Circle

a copy of all plans on file in the office of the Town Clerk;

and to see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, take by eminent domain or otherwise, take any interest in land necessary for laying out and acceptance of said ways, and any appurtenant drainage, utility or other easements related to said ways, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Maynard boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article;

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Given under our hands this **5th** day of April in the year of Two Thousand and Sixteen.

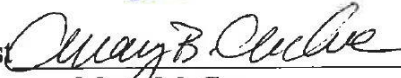
  
Chris DiSilva, Selectman

  
David Gavin, Selectman

  
Jason Kreil, Selectman

  
Terrence Donovan, Selectman

  
Tim Egan, Selectman

A true copy, Attest  Constable of Maynard.  
Mary McCue

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