



Minutes for August 7, 2012

OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNARD**

MUNICIPAL BUILDING  
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

Tel: 978-897-1001 Fax: 978-897-8457

**Selectmen's Meeting Minutes**

**Tuesday, August 7, 2012**

**Room 201, Town Hall**

**Time: 7:00 pm**

**Present Chairman, Dawn Capello, Selectman Brendon Chetwynd, Selectman David Gavin, Selectman Mick Hurrey, and Town Administrator, Michael Sullivan and Becky Mosca. Selectman James Buscemi absent.**

**Pledge of Allegiance**

**Public Discussion**

Mr. Karpeichik, resident complaint about Crowe Park, baseball has hit his house and property. Request Town to make a change. Board requests TA to invite AD, Kevin Caruso, and other Ball League Managers to attend a meeting with Board to discuss this issue. (August 21, 2012)

**Motion** made by Selectman Chetwynd to accept the minutes of July 17, 2012 meeting. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

List of Correspondences

- a) Town Clerk, July monthly report.
- b) Maynard Police Depart, June monthly report.
- c) Maynard Police Depart, July monthly report.
- d) Maynard Fire Depart., July monthly report.
- e) MAPC US EPA Building Block Sus. Comm Grant, June 21, 2012.
- f) Facilities Depart. June & July monthly report.

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- g) Maynard Lodge of Elks Incident report.
- h) Zoning Board of Appeals notice, August 6, 2012
- i) Job response letter, Assistant Plumbing Inspector
- j) Job response letter, request to be appointed as constable
- k) Depart of Public Works, July monthly report.

Selectman Hurrey commented he would like us to provide more information about the officer involved accident and see if we can come with some preventative action.

**Motion** made by Selectman Chetwynd to accept the list of correspondences as shown. Second by Selectman Gavin. Vote 4-0. **Motion approved.**

**Reo Road Park Presentation**

**Susie Hurrey made presentation on behalf of group.**

**Motion** made by Selectman Chetwynd to approve the base project and alternates up to \$55k with the Reo Road Community group using as much of their donated funds as possible to reduce the financial burden of the alternates and base cost for the Town. Second by Selectman Gavin. Vote 3-0-1 Selectman Hurrey abstained. Motion approved.

**Abatement DPW**

**Motion** made by Selectman Chetwynd to approve the sewer abatement ID 1261-1 for \$56.39. Second by Selectman Hurrey. Vote 4-0. Motion approved.

Department Head Openings

- a) Police Chief, we have 28 candidates, Team to review the resumes, then to come up with 3 to 5 to interview and bring to Board.
- b) DPW Superintendent, need more work on the Job description, should have ready to show board at next meeting.
- c) Finance Director/Town Accountant, TA had meeting with DOR, Andrew Nielson, and Auditors from Melanson Health. This job posting is ready to be posted.

Chair Capello appoints Selectman Chetwynd as liaison to TA. With the Police Chief, job position for Board.

Chair Capello appoints Selectman Hurrey as liaison to TA. With the DPW Superintendent, job position for Board.

Chair Capello appoints Selectman Gavin as liaison to TA. With the Town Account position for Board.

Goal Setting

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- a) Economic Development, challenges, advantages, downtown, MBA, 129 Parker Street, Powdermill Road, other properties
- b) Service Improvement; technology, finances, reporting, personnel
- c) Infrastructure and Capital Investment, sidewalks, street, parks, buildings

Board would like a longer session to make plans, set goals and visions. Chair and TA will look at some dates and get back to the board with dates and times.

### **Special Fall Town Meeting**

TA, Mike Sullivan said, we have no pressing need to set date or time for a special town meeting. We will wait until we have a project ready or issue for the town before we set date and time board agreed.

### **Maynard Contributory Retirement Board**

TA, Mike Sullivan made comments that Town now has a process in place with going forward, will keep up with checking all bank statements and all signatures on checks, and will do more checking.

The Board expressed some concerns about having a former employee returning to work in Town Hall and also providing that former employee with access to the website via the town e-mail chain. The Board specifically suggested that the MRB be made aware, via letter to be signed by the Chair, of their concerns about having hired a former employee who had previously left the employ of Maynard via resignation.

The Board suggested that the TA be directed to seek out possible alternative locations in other Town operated facilities to house the new MRB director.

Further, the Board expressed a desire to begin the process of seeking a possible regional approach to the Town's retirement funds by exploring potential opportunities to join up with nearby communities.

The Board also commented on the need to fill the currently open spot for appointment of a representative on the MRB and instructed the TA to attend all upcoming meetings fulfilling his role as temporary replacement for the departed Finance Director.

### **Town Administrator's Report**

- Municipal Services Reorganization
- Fire Union MOU
- IT Planning
- Deer Hedge
- Apple Ridge Deck Project

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- July 24<sup>th</sup> Celebration of Green Communities at the State House legislation for Solar Array
- Update on Maynard Golf Course water issue.
- Bonds in process for Article, Gym & Fire Equipment.
- Message to go out to residents near Gym.
- Reorganization over runs for Fire Safety codes at Town Hall.
- Request for Peg Access money use in upgrades municipal Services.

**Motion** made by Selectman Gavin to approve the request for reserve fund transfer of \$9000.00 for the Fire Safety Alarms. Second by Selectman Hurrey. Vote 4-0. Motion approved.

**Motion** made by Selectman Chetwynd to approve up to \$20,000.00 for Peg Access use in the Municipal Services area. Second by Selectman Gavin. Vote 4-0. Motion approved.

**Old/New business**

Selectman Gavin, TA, Mike Sullivan's job performance appraisal. We have (1) minor edit and (1) comment. Final copy to TA. Final document will be posted on the Town Web site.

**Chair's Report**

Invited to meeting with Town School Building, owner of project. At 40% completion. Noted the WEBSITE pages need updating.

**Executive Session (Personnel)**

**Motion** made by Selectman Gavin to move into executive session and not going back into open session. Second by Selectman Chetwynd.

Roll call:

Selectman Gavin	Yea
Selectman Buscemi	Absent
Selectman Hurrey	Yea
Selectman Chetwynd	Yea
Selectman Capello	Yea

**Adjourn**

**Motion** to adjourn made by Selection Chetwynd. Second by Selectman Hurrey. Vote 4-0. **Motion approved.**

Time: 11:00 pm

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

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Date:

\_\_\_\_\_

Selectman, Chetwynd, Clerk

Initials: BJM