



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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**Selectmen's
Meeting Minutes
Tuesday, September 1, 2015
Room 201, Town Hall
Time: 7:00 pm**

Present: Chairman, Chris DiSilva, Clerk, Jason Kreil, Selectman David Gavin, Selectman Terrence Donovan, Selectman Tim Egan, Town Administrator Kevin Sweet, Assistant Town Administrator Andrew Scribner-MacLean and Administrative Assistant Becky Mosca.

(This public meeting was recorded).

Public Comments: Vic Tomyl commented on the infield at Crowe Park – It is in need of repair

Acceptance of Minutes, July 21, 2015 and August 18 and 20, 2015

A motion was made by Selectman DiSilva to approve the minutes of July 21, 2015 as shown. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to approve the minutes of August 18, 2015 as shown. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to approve the minutes of August 20, 2015 as shown. Second by Selectman Gavin. Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for September 1, 2015).

- a) DPW monthly report for July 2015
- b) Notice: meeting School Committee, 8/27/15
- c) Notice: meeting Finance Committee, 8/24/15
- d) RE: Hudson Downtown repaving schedule 8/24/15 thru 10/26/15
- e) RE: Public notice for Maynard Special Town Meeting and timeline 1/11/16
- f) Notice: Maynard looking for Volunteers for Boards and Committees
- g) TIPS newsletter, August 2015
- h) Notice: The MASS Office of Disabilities meeting, 10/21/15 & 10/22/15
- i) Resignation: Planning Board – Kevin Calzia

A motion was made by Selectman DiSilva to accept the list of correspondences **A-I** as shown. Second by Selectman Egan. Vote 5-0. Motion approved.
JK, asked why the notice from Hudson was in the correspondences – Information received from Chamber.

Rail Trail Easement Amendment

AMENDMENT TO EASEMENT AGREEMENT: TA Sweet overview to the Board on the amendment for this piece of property to increase the square footage.

A motion was made by Selectman DiSilva

I hereby move to accept the amendment to the easement from Wedgewood Realty Trust for the public rail trail which reflects the substitution of a new plan showing an increase in square footage and that was recorded August 25, 2015 in the Middlesex Registry of Deeds
Second by Selectman Gavin. Vote 5-0. Motion approved.

Board Opening Interview:

- Planning Board (1 opening):
 - William Gosz

No additional questions as BOS just had (2) interviews with William Gosz in July/August for openings.

A motion was made by Selectman DiSilva to approve and appoint William Gosz to the Planning Board as a full member, as a replacement for Kevin Calzia with term June 30, 2018. Second by Selectman Gavin. Vote 5-0. Motion approved.

Special Event Permit Request: Halfway Café Corn-hole tournament – September 20, 2015
Jose Pena, Manager from Halfway Café explained this is a first time event and would like to form teams to play in a Corn-hole tournament at Memorial Park. Jose said they have 6 people signed up so far. They requested to change the time to 4:00 pm until 7:00 pm due to the Patriots Football game at 1:00 pm. It is a non-alcohol event at Park. Staff will clean up the area. Set games up away from streets – Nason and Summer Street. We keep Chief DuBois in the loop in case they need Police Detail.

Questions from Board

CD; who is going to supervise this event? Jose Pena will supervise. Is this a charitable function? It has to cover the cost of waters and other things.

DG; so this is open to public? Yes – Memorial Park is for community events and this is a place reverence. Do you know what time the sun goes down? No

TD; Thinks that the players may have had a few drinks then issues can happen up near the road area. Need to use caution. Chief do we have a protocol for this type of event. MD; It is a first. Chief do you think we need detail. It could become an issue with people walking between Halfway and the Park.

What if someone leaves Halfway with drinks?

TE: Thinks this is something different. Doesn't have any issues

JK; what is the cleanup time. JP, as this event is taking place staff will keep area clean.

KS, CD agree for JP and MD to work out if they need a detail.

A motion was made by Selectman DiSilva to accept and approve this special request event at Memorial Park to Halfway Café for a corn-hole tournament on Sunday, September 20, 2015 from 12:00 to 5:00 pm. Second by Selectman Egan. Vote 5-0. Motion approved.

Request for Special Permit for K of C –Haunted House Withdrawn.

Request for two (2) 15-minute limit parking spots: Kinny Wong – China Ruby

Kinny Wong would like (2) 15-minutes spot for pick-up meals.

DG, had hand out – policy from 2008 for Parking Policy – regarding 15-minute limit on parking. Policy states that it must be coming from (3) businesses or more. No one on Board aware of this policy. Any Board can make changes to policy. DG cannot be in favor of this change. KW would like even (1) spot. TE: thinks that one spot should be made available. DG; thinks that it is not a good thing idea for the other businesses to be notified the other business owners. TD; does not think it is up to KW to notify the other business owners that he has made this request. DG; that we have limited parking in our downtown area.

CD: Requests that KW take the policy and read over then come back to Board once he has a better understanding of the town parking policy.

VT: There are businesses downtown that have the 15-minute spot are that some of the businesses think that if they have the sign in front of their business they can control that sign is for just their customers.

Reserve parking spot.

Maynard Golf Course: Kevin Osgood – Sterling Golf Management

Kevin Osgood and Brad Durrin – Hand out of Draft report and discussion with Board

- Revenue Update – YTD through August 31, 2015
- Capital paid out YTD - \$47,793.62
- Business – continues to be good with growth – course in great shape
- Rounds up – League play up
- Season passes on up turn
- Maynard Play up
- Lessons and Clinics up – Junior golf over all up 20%
- Building – Function hall renovations are completed.
- Pond fountains in need of repair its stopped working. Cart paths need work, potholes and washouts.
- Issue with Geese we will work with town and talk with other course to find out what they are doing to get rid of geese.

129 Parker Street Updates

TA, K. Sweet updated Board, Attorney Jon Witten sent over draft NBOD to Attorney Catanzaro – waiting for comments / feedback to move forward.

Economic Development updates

TA. K. Sweet,

- BEEP: Sept 10th with an official program, roll out.
- Downtown property/business owners meeting with staff Sept. 10, 2015. Purpose is to discuss mill & main impact on downtown area

- Mill & main: working with staff on zoning issues. Remainder addresses in Development Agreement to be negotiated
- Savoring Indian building is listed on the market and reportedly has an offer.
- Armand Swajian a local developer has purchased the building Morey's was in (conversations were retail and residential mixed use)
- RFP for Veterans' memorial Park issued – Due Sept 21, 2015 at 10:00 am
- Keene Ave: Project is moving forward: the infiltration system is installed and currently installing sewer
- Sept 3rd, 3:15 – 3:45 Mill & Main presentation with Saracen / Walk: 3:45 – 4:30

Town Administrator Report.

- Lt. Gov. Karyn Polito will join officials from Acton, Boxborough, Littleton, Maynard, and Westford for a Regional Community Center signing. (Thursday, 2 p.m., Littleton Police Station, 500 Great Road, Littleton)
- Maynard Fire Station: Rep. Hogan will begin working with Congresswoman Tsongas this week regarding funding for the fire station. We will communicate the importance of these updates as they relate to the FEMA bunker as well as the State Police Crime Lab
- First Green Communities Grant Project for the year will begin tomorrow. We will be retrofitting the Fowler School Gym with new LED lights and are scheduled to finish installation by the end of the week
- Home Rule Updates:
- H3331 – Civil Service – Currently in the Committee on Third Reading
- H3371 – Liquor Licenses – Currently with the Senate, it has been placed in the Orders of the Day for the next session. Following its first reading, it will be read again and ordered to the Committee on the Third Reading in the Senate. They will review the bill again and make sure the language, etc. are all kosher.
- September issue of New Generation newsletter – Maynard COA & Senior Center is available
- Town Hall Phone System Update; during 2014 we had some issues with the phone system at the Fire Department. We hired a company to help us and determined the following:
- Server was eight years old and software was end of life (CISCO no longer supported) we had never paid for software upgrades since original purchase. Redundancy of system was limited by mixed models
- We received rough quotes and explored options including internet based phones, merging with system at the schools, and other brands of phone systems. We knew the system could fail but expected it to last until we could replace it without a rushed decision. In the summer of 2015, we made final decisions on brand (stay with Cisco) and future needs. On Friday, August 21st we received an updated quote for a new system. On Sunday, August 23rd, the server had a critical failure. Our implementer was able to port the newer Police server and Fire switch to get both of those systems up and of running. The older Town software was not patchable to those express versions so the Town Hall remains down. On Monday the 24th with extensive on-site assistance, we elected to upgrade immediately – the vendor is on state contract so a bid process is not necessary. As of tonight the upgrade is anticipated to be completed before 09/1/2015 – this includes shipping of all gear, business requirements mapping and implementation. New system will include full redundancy and integrate the library phones

(currently a separate system). All costs are funded through PEG access funds so there is no direct hit to general or reserve funds

Town Administrator Official Vehicle

TA. K. Sweet had a prepared memo to Board requesting the use of his Town Vehicle via the Chairs request to have this on the agenda. The duties required on the TA to be on duty twenty-four hours a day, three hundred sixty-five days a year. This would ensure to the greatest degree possible, that he is to maintain in a safe and reliable condition the ability to be in touch with local officials (Police/Fire/DPW), regional and state agencies.

DG thinks it is a change to TA contract and this was not part of TA's current contract and why now to make this change.

CD agrees the TA should have the use of this vehicle and not to leave it here at Town Hall.

TD agrees that the TA should have use of this vehicle.

DG thinks this is unfair.

CD requested to have this on the agenda at this time since we just completed the TA review and everyone has good points for our TA.

DG commented that DPW Operation Manager, would he be next to request to take his vehicle home also.

CD – why not when this vehicle has the equipment in the vehicle it is a benefit to the Town. This vehicle is setting in the parking lot – what good is it here if we have emergency and he does not have an official car to get back here to Maynard.

A motion was made by Selectman DiSilva to allow TA K. Sweet full use of his Town Vehicle. Second by Selectman Donovan. Vote 4-1 (Gavin opposed) Motion approved.

Chair Report –

- Water & Sewer abatements – request the Board read them and have them back on the next agenda. Reason are inconsistent
- We did not decide anything on the golf course noise – loud firecracker banned because of area residents to disruptive we need to find a solution.
- School to open this week – wish them well have to have a good year.

Board Member Reports

Selectman Egan:

- Call out to residents to fill our open boards and committees for the Town.

Selectman Gavin:

- Good Luck to our students – Zach our student that films for our BOS meetings – have a good senior year.
- Any updates on the industrial accident at the School. TA, had a bit of news – It was the owner of the company. Might not be able to walk again.

Selectman Kreil:

- Business owners newsletter from Town – is it out to the businesses yet – ATA, mailed on 8/28/2015

- What hours did the fire crackers at the golf course go off? TA at random times of the day.
- People feed the geese. TA – they should not there is a law not to.

Selectman Donovan:

- Notice the crossing guard at MHS left – Job is available.

Executive Session ~ For the purpose of Contract negotiations with non-Union personnel and to Purchase of Real Estate Property

Motion to convene an executive session was made by Selectman DiSilva and duly seconded by Selectman Gavin. **Motion approved.**

Roll Call	Yea	Nay	Abstain	Absent
Selectman David Gavin	X			
Selectman Tim Egan	X			
Selectman Jason Kreil	X			
Selectman Chris DiSilva	X			
Selectman Terrence Donovan	X			

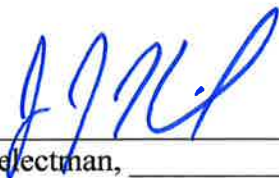
Board will not reconvene into open session.

A motion to adjourn the meeting was made by Selectman DiSilva. Second by Selectman Gavin. Vote 5-0. Motion approved.

Time: 9:32 pm

Approved: _____

Date:


 _____, Clerk

Initials: BJM