



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

MAYNARD, MASSACHUSETTS 01754

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**Selectmen's
Meeting Minutes
Tuesday, October 6, 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: none

Acceptance of Minutes, September 15, 2015

A motion was made by Selectman DiSilva to approve the minutes of September 15, 2015 as shown. Second by Selectman Donovan. Vote 5-0. Motion approved.

List of Correspondences (mail to the Selectmen's Office for October 6, 2015). A-CC

- a) DPW monthly report for August 2015
- b) Library monthly report for Sept 2015
- c) Maynard Golf Course monthly
- d) Fire Department monthly report Sept 2015
- e) Notice, meeting MCC-MRC, 9/24/15
- f) Notice, meeting School Comm. 9/24/15
- g) Notice, meeting Cultural Council, 9/24/15
- h) Notice of meeting By-Law, 9/28/15
- i) Notice of meeting FinCom 9/28/15
- j) Notice of meeting, Board of Health 9/29/15
- k) Notice of meeting Council on Aging 10/1/2015
- l) Notice of meeting, Board of Assessors, 10/6/15
- m) Notice of meeting, ConsCom, 10/6/15
- n) Notice of meeting, CPC, 10/7/15
- o) Notice, meeting Library Trustees, 10/13/15
- p) Notice, meeting Zoning Board of Appeal 9/28/15
- q) Notice, meeting Historical Commission, 10/3/15

- r) Letter of resignation, COA, Oct. 1, 2015
- s) Draft minutes, Cultural Council, 5/21/15, 7/1/15
- t) Legal Notice, Water and Sewer rate change effective October 1, 2015
- u) Legal Notice, Maynard Planning Board Hearing, Oct. 13, 2015
- v) Letter from DLS, dated 9/22/15: Next steps for Community Compact.
- w) Letter from Whiting Auto Body Inc. regarding business
- x) Mass State Lottery Commission: Keno to Go, Maynard Mobil notice.
- y) ABCC notice revised Fire and Building Safety.
- z) Chamber, 23rd Maynard Community Fest, October 3, 2015
- aa) Rep Kate Hogan's Fall news letter
- bb) AVRTHS, Grand Re-Opening event
- cc) Housing Goals in Maynard

CD requested to pull item X as it also agenda item 12.

Letter W, Maynard business wants to know why we do not use them as vendor. TA.

TA indicated that Town Departments, Police and Fire use various garages and auto body shops in Maynard. Some services such as those that require special service or oversized bays may be performed outside of Maynard, if required. Will look into this issue and report to Board.

A motion was made by Selectman DiSilva to accept the list of correspondences A-CC with exception of item X. Second by Selectman Egan. Vote 5-0. Motion approved.

Consent Agenda:

- **Balcom Lane Block Party-** October 10, 2015

DG; Commented this is a repeat.

A motion was made by Selectman DiSilva to approve the consent agenda as shown. Second by Selectman Gavin. Vote 5-0. Motion approved.

Board Opening Interview:

- Retirement Board (1 opening):
 - Kevin Petersen

CD, Kevin needs to have his forms turned into Town Clerks office, make the aforementioned disclosure that the Selectmen have determined. Note a copy of the Disclosure must be made to the Board of Selectmen and any State Ethics Commission advisory must be followed.

DG, Is this a paid position TA, No but this is the Boards' appointment.

TD, Thanked applicant for volunteering for this position.

JK, asked why he applied, - to get the experience and grow his knowledge in his field.

A motion was made by Selectman DiSilva to approve the request for Kevin Petersen to be appointed to the Retirement Board with indefinite term. Second by Selectman Gavin. Vote 5-0. Motion approved.

DPW – ABATEMENTS - (9) ID # 2799 \$603.40, ID # 694 \$413.65, ID # 2083 \$331.27, ID #3035 \$425.05, ID # 1961 \$100.10, ID # 1102 \$575.47, ID # 3294 \$329.15, ID # 1230 \$305.68, ID # 2380

TA, /Chair commented that this is the 2nd time this abatement information was on the agenda. TA and Chair had additional meeting with DPW, Chris and Marie to get background on each abatement. All had a software calculating issue along with some having leaks or another type of problem. TA has had a meeting with Software Company – Those issues are now fixed.

A motion was made by Selectman DiSilva to accept and approve the request ID. 2799, not calculating properly. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 694, not calculating properly. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 2083, not calculating properly. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 3035, not calculating properly. Second by Selectman Kreil. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 1961, not calculating properly. Second by Selectman Donovan. Vote 5-0. Motion approved. Comments from DG, regarding ID 1961, when did the abatement come thru? Why didn't this come to board sooner? TA – worked this out with DPW.

A motion was made by Selectman DiSilva to accept and approve the request ID. 1102 not calculating properly. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 3294 not calculating properly. Second by Selectman Donovan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the request ID. 1230 not calculating properly. Second by Selectman Egan. Vote 5-0. Motion approved.

HOLD wants more information – copy of paid history

ID 2380 TAKES NO ACTION

Discussion with Special Counsel, Jon Witten – 129 Parker Street

Jon Witten – in attendance

Angelo Catanzaro, attorney and Bob Depietri – Capital Group

This is to follow up with ongoing meetings with Town Planner, and Staff working out adjustments to the NBOD draft overlay district – by right and special permit uses, once approved.

Tentative meeting with draft tenant of the CCRC on Oct. 15, 2015 TA to confirm location of meeting and post immediately.

Request from School – PEG Funds (2)

TA commented that the request was received from the School for Capital and Salaries. The funds would come from the Peg Access money – Comcast and Verizon Funds. The benefit is to help the school budget.

A motion was made by Selectman DiSilva to accept and approve the FY15 Peg Funds request for (\$40486.00) for WAVM equipment. Second by Selectman Egan. Vote 5-0. Motion approved.

A motion was made by Selectman DiSilva to accept and approve the FY15 PEG Funds for the public access programming salaries and health care (\$110,741.48) request dated September 11, 2015 Second by Selectman Gavin. Vote 5-0. Motion approved.

Adoption of the ACA Employer Shared Responsibility Payment (ESRP) look back period

ATA, ASM, commented that this new Affordable Care Act (ACA) that the State is holding all businesses to, will require the Town and Auditors to turn in report for all employees that work 12 – months with at least 130 hours per month worked, are offered health care.

A motion was made by Selectman DiSilva to adopt a 12 month, calendar year based “look back” period for complying with the ACA ESRP rules. The first look back will be conducted in January 2016 covering the period of January 1, 2015 – December 31, 2015. Second by Selectman Gavin. Vote 5-0. Motion approved.

Sewer Rate Relief for FY2016

TA commented that this is a program offered by the Division of Local Services (DLS). It has been around since 1993 but had no funding until this year. The program is to distribute grants to assist cities and towns with sewer and water projects.

A motion was made by Selectman DiSilva to accept that the Board executes the Application for the FY2016 Distribution of Sewer Rate Relief Fund. Second by Selectman Kreil. Vote 5-0. Motion approved.

MBA, Request for Funds

TA commented that in future years this request could be under the BEEP program the Town is offering. This year the request could be funded from Downtown improvement fund. The Town has funded this request in the past from this account.

A motion was made by Selectman DiSilva to accept and approve the request for the MBA for \$4952.00 for Downtown Holiday Season. Second by Selectman Gavin. Vote 5-0. Motion approved.

Request for Mass State Lottery, Keno To Go game: Maynard Mobil 260 Main Street

TA, The Mass State Lottery commission notifies the Community the business has requested the Keno To Go and it is our chance to send in response/objection to the State. The State can still over rule the objection from Town.

DG, concern about places with no seating the people would start loitering at businesses.

KS did say they will not have a monitor at the business but will follow up with a letter to the State.

The purpose of the Keno-to-go is that the ticket is purchased at the location and numbers are checked elsewhere on lotto website.

A motion was made by Selectman DiSilva to have no objection to the Massachusetts State Lottery request for Maynard Mobil at 260 Main Street for their Keno to Go. Second by Selectman Gavin. Vote 5-0. Motion approved.

Economic Development updates

TA – we had 129 Parker Street in tonight as discussed for the first time to see with revisions.

Met with Open Table and Boys & Girls Club on long – term, permanent homes for each. Town role to be determined.

Open Table will be moving into Coolidge School, first floor, temporarily – pantry only. Maynard Food Pantry is aware and supportive.

Met with local business owners at the library. Twenty-five attendees + town employees. Well received overview of Mill and Main plans / impacts and the Town's plan for code enforcement, enhancement funds, parking and complete streets

Meeting and follow-up emails for a bakery (Cookie Lady Treats) looking to establish a new kitchen and / or storefront. Local resident / owner hoping to expand in Maynard

Met with Outdoor Store owners as they voiced concerns about the Rail Trail's impact on parking downtown. Provided scope of planned and potential changes to improve parking.

DG: Gruber's are you aware of any potential buyers. KS indirectly Dunkin Donuts, same concept as Honeydew advertised with Berkshire Hathaway.

Warriors Way to be closing in December (Main Street Business)

Town Administrator Report.

Fiscal Policies

Annual audit started on 10/05/15, recommendations from it to follow, review fy13/14 recommendations (Roselli and Clark)

Need to schedule a joint meeting (School/FinCom/BOS)

Reviewing CDGB grant program for same reason as the HPP stuff

Oct 24th AVRTHS Grand Re-Opening

AVRTHS FY17 Budget

Improve Communications

Phones are working again

Email from Supt. Gerardi about inter-office communications – ironically, we were not aware of the Fowler Playground Ribbon cutting...

Letter from Ellen Duggan complementing cemetery improvements.

Veterans' event – naming polices November 11, 2015 more information to follow.

Comprehensive Facilities Management

Coolidge Roof project awarded and set to be completed before winter sets in

Unified security tools being set between Town and Schools

School Dude assessment completed, awaiting results

Preventative Maintenance schedules being updated

Rockland Ave Soccer field – on going – water issue. Maynard Youth soccer irrigation water supply funds CPC had funds left.

Chair Report –

Notice PB has a public hearing 10/13 to see if the Planning Board will recommend changing minimum square footage zoning requirement in the HCI

Update next meeting regarding status of Liquor License and Civil Service petitions. KS both currently in Senate.

Cemetery Fence Dedication Event – attended by 30-40 people on Saturday Oct. 3, 2015 **the** whole area looks great.

Complements to DPW

Can we arrange agenda to avoid people sitting through whole meeting. KS we do try.

Bicycle line down town

129 Parker Street, Drive thru, we need to look at this.

Board Member Reports

Selectman Kreil

- Status on Florida Road sewer repair.
- Follow up on the AVRTHS – Bonding does it come back through to Mike Guzzo, TA no they AVRTHS bonds work and is not vetted by Town Finance Dept.
- Congratulation to Kevin Sweet and fellow Crosstown Connect participants who received recognition and an award at the ICMA Seattle WA.
- Thank you to the Maynardfest event planners and those that braved a chilly damp morning.

Selectman Gavin:

- Also congratulation to Maynard Fest and October Fest
- Business on Main Street- Wrong way traffic on Main Street coming out of River Street
- Phone call before meeting tonight about Tax Taking – concern about the folks that had low bills with names in newspaper. This is regarding bills from one year out. It is the law.
- Senior center – treadmill over at the old senior center wondering where it is can they get it? ATA, down sized from 2000 sq. to 1400 sq. change of plan and no space That property was left behind

Selectman Egan

- None

Selectman Donovan:

- Parking on River Street – Parking issue
- Boat on Rail Road Street is it gone

Executive Session

Roll call:

Selectmen Egan Yea

Selectman Donovan	Yea
Selectman Gavin	Yea
Selectman Kreil	Yea
Selectman DiSilva	Yea

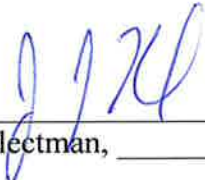
Meeting will not reconvene

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

Time: 10:35 pm

Approved: 5-0

Date:



 Selectman, _____, Clerk

Initials: BJM