



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
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Tel: 978-897-1301 Fax: 978-897-8457

Meeting Minutes

Tuesday, July 17, 2018

Town Hall, Room 201

(This public meeting was recorded.)

Present:

Armand Diarbekirian, Selectman

Chris DiSilva, Chairman/Selectman

David Gavin, Selectman

Melissa Levine-Piro, Clerk/Selectman

Justin St. John, Selectman

Andrew Scribner-MacLean, Acting Town
Administrator

Mike Guzzo, Finance Director

Stephanie Duggan, Executive Assistant

1. Meeting Opening

Mr. DiSilva called the meeting to order at 6:30pm

2. Executive Session

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to convene into Executive Session at 6:30pm, with the intent to return to General Session, to deliberate upon matters which, if done in open meeting, could have a detrimental effect on the bargaining or litigation position of the Town regarding strategy sessions in preparation for negotiations with non-Union personnel.

Roll Call:	In favor	Opposed	Abstain	Absent
Diarbekirian	✓			
DiSilva	✓			
Gavin	✓			
Levine-Piro	✓			
St. John	✓			

Voted: ***Motion carried unanimously.***

Mr. DiSilva reconvened the meeting into General Session at 6:50pm. No requests for public comment were heard.

3. Town Administrator Contract Agreement

A motion was made by Mr. DiSilva and seconded by Mr. Gavin, to approve the Town Administrator Contract, effective July 23, 2018, and shall be in full force and effect until June 30, 2021. Voted: ***Motion carried unanimously.***

4. FY19 Board Reorganization

A motion was made by Ms. Levine-Piro and seconded by Ms. St. John to nominate Chris DiSilva to continue to serve as Chairman until July 1, 2019. Voted: Motion carried unanimously.

A motion was made by Mr. DiSilva and seconded by Mr. Gavin to nominate Melissa Levine-Piro to continue to serve as Clerk until July 1, 2019. Voted: Motion carried unanimously.

5. Acceptance of Minutes

A motion was made by Mr. DiSilva and seconded by Ms. St. John to accept and approve the June 26, 2018 Meeting Minutes, as presented. Voted: Motion carried unanimously.

6. Correspondences

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept the list of five correspondence items, as presented. Voted: Motion carried unanimously.

7. Consent Agenda

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept and approve the list of five Consent Agenda items, as presented:

- Cemetery Deed #720
- Appointment of Planning Board Member, Jim Coleman to the Community Preservation Committee
- Warrant #870 for State Primaries September 4, 2018
- Appointment Renewal of Leslie Bryant to the Board of Appeals, Term June 30 2021
- Appointment Renewal of Molly Bergin to the Board of Appeals

Board members expressed their appreciation for those who volunteered to serve as committee members, and reminded residents to vote in the upcoming State Primary.

Voted: Motion carried unanimously.

8. Joint Meeting with Housing Authority

In joint session, Mr. Robert Larkin of the Maynard Housing Authority introduced Mr. Robert Subick, the Authority's nominee to fill the recent vacancy created by Bill Primiano's departure.

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to appoint Robert Subick to fill the remaining term of the Maynard Housing Authority vacancy until July 1, 2022.

Voted: Motion carried unanimously.

The Housing Authority members adjourned their joint session and left the meeting.

9. Joint Meeting with School Committee

In joint session, Justin Hemm of the School Committee introduced two candidates, Maro Hogan and Jon Larkin, candidates volunteering to fill the recent vacancy created by Mary Mertsch's departure.

Both candidates were given the opportunity to introduce themselves and speak to their attributes in relation to the vacancy, followed by a question and answer session with the Board and School Committee members.

Lengthy discussion took place regarding candidate qualifications, experience, and perspectives.

A motion was made by Justin Hemm and seconded by Dawn Capello to nominate Maro Hogan to fill the remaining term of the School Committee vacancy until the next Annual Town Election. Voted: seven in favor, two opposed: Armand Diarbekirian and Mary Brannelly.
Motion carried.

The School Committee adjourned their joint session and left the meeting.

10. MHS Scholarship Process

Mary Brannelly of the MHS Scholarship Committee indicated that \$6,085.00 has been collected for the newly created Town Scholarship through donation forms within the annual excise tax bill mailing. She then presented options to the Board as to how they may choose to annually disburse funds raised through the newly created Town Scholarship Fund.

The Board agreed to utilize the current Scholarship Committee and their annual process to choose the recipients and funds disbursement, and provide resumes/essays to the Board for final approval.

11. Tabled Items

To allow for the presence and input of the new Town Administrator, Mr. DiSilva tabled the following agenda items until the next meeting:

- a. **Board Meeting Calendar**
- b. **BOS Committee Liaisons**
- c. **FY2019 BOS Initiatives – Special Meeting**

12. Yearend Budget Transfers

Mr. Guzzo explained the need and requirements for annual budget transfers to balance line item discrepancies, noting that no transfers are allowed between functional budget categories (i.e. public safety to public works).

A motion was made by Mr. DiSilva and seconded by Mr. Gavin to approve the Finance Director's requests for budget transfers, as presented, to balance functional shortfalls, as required by the Department of Revenue. Voted: ***Motion carried unanimously.***

13. Town Administrator's Report

Two additional items to the report were noted:

- a. **Naming Donation:** The Town has been approached about interest in accepting a bridge dedication donation from a long-time local family. Mr. MacLean agreed to acquire legal guidance as well as to review the Town's policy on naming rights prior to the next meeting.

- b. **Water & Sewer Bond:** The annual Q&A conference call between Moody's and the Town (ATA, Finance Director, Treasurer-Collector, and DPW Director) took place this afternoon. The draft document will be available on July 23rd for final comment and sent to bond sellers on July 25th. The Board will sign the issue at their July 31st meeting.

14. Chairman's Report

Mr. DiSilva welcomed Mr. Diarbekirian and Ms. St. John to the BOS, and congratulated and welcomed Mr. Johnson on his appointment as Town Administrator.

15. Board Member Reports

Mr. Diarbekirian and Ms. St. John were welcomed to the BOS, and Board members reminded residents about weekly Community Band concerts and several upcoming rock band concerts at Memorial Park. Mr. Diarbekirian also requested a public nuisance properties discussion at an upcoming meeting.

16. Adjournment

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to adjourn the meeting at 8:49pm. Voted: *Motion carried unanimously.*

Approved: SD
Date: 7/2/18



Melissa Levine-Piro, Clerk/Selectman

Initials: SED