



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754
Tel: 978-897-1301 Fax: 978-897-8457

Meeting Minutes

Tuesday, April 16, 2019

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

Justine St. John, Selectman
Gregory Johnson, Town Administrator
Megan Zammuto, Assistant Town Administrator
Stephanie Duggan, HR Coordinator

1. Meeting Opening

Mr. DiSilva called the meeting to order at 6:55pm. No requests for public comment were heard.

2. Police Presentation to Citizen

Maynard resident Zander Clark was presented with a certificate from the police and fire departments for his heroic action in time of crisis – making the 911 call that recently saved his grandmother's life.

3. Acceptance of Minutes

A motion was made by Mr. DiSilva and seconded by Mr. Gavin to accept and approve the April 2, 2019 Meeting Minutes, as presented. Voted: *Motion carried unanimously.*

4. Correspondence

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept the list of seven correspondence items (A – G), as presented.

Voted: *Motion carried unanimously.*

5. Public Hearing – Liquor License

Mr. DiSilva opened the Public Hearing at 7:10pm for a new, all-alcohol restaurant liquor license for Azucar Tapas Bar, at 51 Main Street.

Architect Tim Hess appeared on behalf of the owners of Azucar. He answered several clarifying questions from the Board, explaining the anticipated tapas menu options, music/small dance area, and permitted demolition/framing work in progress.

A motion was made by Ms. DiSilva and seconded by Ms. St. John to accept and approve the application for a New Retail Restaurant License on premise for All Alcohol Beverages as a Common Victualler license for Azucar Tapas Bar Corporation d/b/a Azucar Tapas Bar, Manager is Alma L. Moreno at 51 Main Street, Maynard, MA.

Roll Call:

<u>Selectmen</u>	In favor	Opposed	Abstain	Absent
Diarbekirian	✓			
DiSilva	✓			
Gavin	✓			
Levine-Piro			✓	
St. John	✓			

Voted: *Motion carried.*

6. ClearGov Presentation

ClearGov Vice President, Vartan Hagopian, and two staff members presented and answered questions about ClearGov's new, cloud-based budget processing software. Features include:

- Tracking budget processes from start to finish
- Continues the transparency of ClearGov
- Benchmarking based on state data
- Close to 40 other towns are currently using ClearGov
- Visual cues to indicate changes

ClearGov staff left the meeting at 7:48pm

7. MIIA Member Services Review Fiscal Year 2020

Mr. Johnson reviewed MIIA's FY20 Property, Liability, and Workman's Compensation Insurance Renewal Proposal, representing a 0.1% increase from FY19, as well as a 3% prepay premium discount if paid by August 1, 2019. He also discussed the Cyber Liability option and a Rewards Discount Program update.

8. Approval of Warrant #876 – Maynard Town Election

A motion was made by Mr. DiSilva and seconded by Ms. St. John to approve Warrant #876 for the Maynard Town Election on Tuesday, May 7, 2019, as presented.

Voted: *Motion carried unanimously.*

9. Appointment for Disabled and Elderly Taxation

Treasurer-Collector, Cheryl Kane, reviewed her request that the board appoint three (3) Maynard residents to serve on the Disabled and Elderly Taxation Relief Fund Committee (DEPTRF). The Fund was established according to MGL Chapter 60 Section 3D as instructed by the Board of Selectmen. The Committee is to consist of:

- Chairman of the Board of Assessors
- Town Treasurer
- Three residents appointed by the Select Board

The DEPTRF committee shall adopt rules and regulations to carry out the provisions of the fund and identify recipients for such aid. Once formed, the committee will construct time lines for applications and awards.

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept and advertise for three (3) residents to serve on the Disabled and Elderly Taxation Relief Committee.

Voted: *Motion carried unanimously.*

10. Draft Control TT Sharing of Administrative Functions

Mr. Johnson reviewed the provisions of MGL Chapter 71, Section 37M:

“to authorize consolidation of certain administrative functions, of the school committee with those of the town, provided that such consolidation only occur upon a majority vote of the School Committee and a majority vote of the Board of Selectmen, or take any action relative thereto.”

Mr. Johnson explained that this local option is necessary to allow the town and schools to enter into a Memorandum of Agreement (MOA) for certain administrative functions as well as to improve the relationship definition. The need for this article has become evident as a result of recent negotiations with the custodial union with regard to the responsibilities and accountability of the Facilities Director, the Superintendent and school principals. The school committee is aware of the article; however, compensation from the school budget has not been considered for FY20 but may be considered in FY21.

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept and approve draft control TT, Sharing of Administrative Functions.

Voted: *Motion carried unanimously.*

11. Approval of Town Meeting Warrant

- A. List of Articles and Presenters – The Board agreed to table this discussion until the May 8th meeting.
- B. Draft Warrant Annual Town Meeting – Mr. Johnson indicated that the Town Moderator has reviewed the draft and has set his pre-Town Meeting session for May 14th at 5:00pm. A consent agenda is being planned. Most Finance Committee recommendations are included, and some will be made available at Town Meeting. He added that we received the House Ways and Means Committee's budget recommendation, summarizing that the town may need to budget for a shortfall of \$110,000. To total \$110,000, we took from the Health Insurance savings, added revenue from permits, and added the Free Cash tax reduction as revenue. Mr. Johnson and Finance Director, Mike Guzzo will present the recommendations. If the Board of Selectmen accept the recommendations, the Annual Town Meeting Warrant will need to be revised to reflect that change.

Lengthy discussion took place regarding the use of free cash. The Board then, by show of hands, indicated their support for or against the free cash recommendation – 4 in support, 1 opposed (Mr. Gavin).

- C. Town Meeting Warrant Signature Page – Result of the approval of the Draft Town Meeting Warrant.

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept and approve the Annual Town Meeting Warrant for Monday May 20, 2019 and to accept and approve the signature page for the final Town Meeting Warrant, for Monday May 20, 2019.

Voted: *Motion carried unanimously.*

12. Town Administrator's Report

Mr. Johnson clarified the water restriction rules from last week, indicating that the board is to be notified when emergency restrictions are put in place.

13. Chairman's Report

Mr. DiSilva welcomed Ms. Zammuto to her first Selectmen's meeting as Assistant Town Administrator. He also reported that he toured the COA with Director, Amy Loveless. He indicated that the social media

comments comparing the COA to a locker room are offensive and untrue. Ms. Loveless works extremely hard for Maynard's aging population, and the town has spent, and will continue to spend, significant funds to provide the seniors with a place to gather as well as programs for staying active and informed.

14. Board Member Reports

Ms. Levine-Piro asked for an update on the Powdermill Road construction as the last update online was dated January 29th. Mr. Johnson explained that he and the DPW Director had recently driven it from the center of town and, at that time, it ended just before Hawe's Florist. Mr. DiSilva shared that the owner of Hawe's was concerned about the construction effecting access to his business on Mothers' Day and Easter. Mr. DiSilva reminded everyone that Valentine's Day was mid-week and that no construction would be taking place on the weekends to interfere with the upcoming holidays. Ms. Levine-Piro also asked for an update as to the Memorial Park improvements. Mr. Johnson agreed to report back on both issues.

Mr. Diarbekirian shared that he enjoys the TA Reports. He also indicated that while he appreciates the progress of the COA, demographics show that expansion will be necessary down the road. He also expressed his support of the ClearGov Budget tool.

Mr. Gavin congratulated the MHS band and chorus on their trip to Washington D.C., including a performance at the Lincoln Memorial.

Ms. St. John toured the new Emerson Hospital offices with the ATA, Town Planner and the Economic Development Committee Chair. She explained that it is a full medical practice, soon to add an OBGYN. Local art is being displayed throughout the offices. She also attended the Massachusetts Association of Planning Directors "lunch and learn" session on recreational marijuana, including an impressive presentation from Maynard's Town Counsel.

15. Adjournment

A motion was made by Mr. DiSilva and seconded by Ms. St. John to adjourn the meeting at 9:04pm.

Voted: *Motion carried unanimously.*

Approved: MJP

Date: 7:02 pm



 Sedatman, Melissa Levine-Piro, Clerk

Initials: SED