



**TOWN OF MAYNARD**  
**OFFICE OF THE TOWN ADMINISTRATOR**  
MUNICIPAL BUILDING  
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**MEMORANDUM**

**To:** Board of Selectmen  
**From:** Gregory W. Johnson, Town Administrator  
**Date:** August 23, 2019  
**Re:** Establishment of Fire Station Building Committee

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In reflection of the discussion at the Board of Selectmen meeting held August 6, 2019, on the topic, the recommended charge for a Fire Station Building Committee has been revised to include the expectation of the group to work with the newly formed Capital Planning Committee and the community-at-large.

Recommended Action: Motion to approve the charge for a Fire Station Building Committee.

Title:  
Fire Station Building Committee

Appointing Authority:  
Board of Selectmen

Term:  
Completion of Charge

Charge:  
The committee shall work with the Maynard Board of Selectmen, Finance Committee, **Capital Planning Committee, and the community** to explore and recommend an appropriate financing program for construction of a new Maynard Fire Station. The committee shall recommend, to the Town Administrator, approval of necessary change orders below the \$50,000.00 threshold to keep project momentum moving forward. The committee shall produce and present a recommendation for the Board of Selectmen's consideration of acceptance to be added to a Town Meeting Warrant for appropriation of a financing plan.

Members:  
With the consent of the Board of Selectmen, the town shall advertise for interested candidates to be considered for appointment.