



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, February 4, 2020
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 W. Johnson, Town Administrator, absent
Megan Zammuto, Assistant Town Administrator
Becky Mosca, Administrative Assistant

1. Meeting Opening

A. Pledge of Allegiance

B. Public Comments: Resident Gwen Tomyl suggested that the Town contract an outside landscaper to make cemetery improvements. One of the items is to fix and lift gravestones that are sinking.

Resident Kathleen Kendra commented on the new sign that is at CVS on Main Street indicating “no left turns”. The sign was part of the Planning Board decision when CVS was built in 2004. Police will start enforcement in March. Ms. Kendra also expressed concern regarding a speed limit sign that has been removed from the municipal parking lot behind CVS.

2. Acceptance of Minutes

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to accept and approve the January 28, 2020 Meeting Minutes, as shown.

Voted: *Motion carried unanimously.*

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to approve, but not release, Executive Session Minutes from the January 28, 2020 Meeting.

Voted: *Motion carried unanimously.*

3. Correspondence

A motion was made by Mr. DiSilva and seconded by Ms. St. John to accept the list of six correspondence items (A thru F), as presented.

- A. Notice from Stow MA – Public Hearing February 4, 2020
- B. Xfinity update for TV Channels

- C. Verizon Annual Complaint Filing
- D. Notice of Public Hearing, proposed bridge replacement project, Florida Road Bridge.
- E. Subsidized Housing Inventory Biennial
- F. Xfinity – Changes in Pricing – Gaiam TV Fit and Yoga and Docurama

Voted: *Motion carried unanimously.*

4. Consent Agenda

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to accept and approve the one Consent Agenda item as shown.

- A. Cemetery Deed 2061 & 2062

Voted: *Motion carried unanimously.*

5. Public Hearing at 7:15 pm Liquor License Application

Town received application from Evviva Trattoria Maynard LLC for a liquor with a common victualler license, as well as an entertainment license, as submitted by owner Robert Walker. In attendance from Evviva Trattoria was legal counsel Kevin Eriksen and manager Marcie Day.

Notice is hereby given, in accordance with Massachusetts General Laws (MGL) Chapter 138, as amended, that a Public Hearing was held on Tuesday, February 4, 2020 at 7:15 p.m. in the Michael J. Gianotis Meeting Room (No. 201) at the Maynard Town Building, 195 Main Street, Maynard, MA. on the application for a New Retail Restaurant License On Premise for All Alcoholic Beverages as a Common Victualler License for Fine Evviva Trattoria Maynard LLC. d/b/a Evviva Trattoria, with manager Marcie Day at 5 Digital Way, Maynard, MA. A copy of the application is on file in the Office of the Selectmen.

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to approve the general, on-premise all alcohol license, at Evviva Trattoria Maynard LLC doing business as Evviva Trattoria 4 Digital Maynard, MA. 01754 with manager Marcie Day.

Voted: *Motion carried unanimously.*

A motion was made by Mr. DiSilva and seconded by Ms. St. John to approve the common victualler and entertainment license for Evviva Trattoria at 5 Digital Way, Maynard MA.

Voted: *Motion carried unanimously.*

Closed hearing at 7:22 pm.

Maynard Fire requested that Evviva Trattoria staff be trained in crowd management. Police have no issues with the liquor license request.

Building Commissioner just received the building permit but had no issues with liquor license.

6. Public Hearing at 7:20 pm Liquor License Application

Town received applications for Sanctuary, LLC to receive a Liquor License and Common Victualler License from owner William Doyle. William Doyle and Elizabeth Doyle were in attendance at the public hearing.

Notice is hereby given, in accordance with MGL Chapter 138, as amended, that a Public Hearing was held on Tuesday, February 4, 2020 at 7:20 p.m. in the Michael J. Gianotis Meeting Room (No. 201) at the Maynard Town Building, 195 Main Street, Maynard, MA. on the application for a new retail restaurant license for on-premise all alcohol beverages as a common victualler license for Sanctuary, LLC. d/b/a Sanctuary, by manager William Doyle at 82 Main Street, Maynard, MA. A copy of the application is on file in the Office of the Selectmen.

A motion was made by Mr. DiSilva and seconded by Ms. St. John to approve the new retail restaurant license on-premise for all alcohol beverages for Sanctuary LLC doing business as Sanctuary at 82 Main Street Maynard, MA. 01754 with manager / owner William Doyle.

Maynard Fire requested crowd management training for staff.

Mr. Doyle reported that they completed training on January 15, 2020.

Building Commissioner has no issues with the building.

Police had no comment.

Voted: ***Motion 4-0-1 (Mr. DiSilva abstain).***

Close hearing at 7:29 pm

7. U.S. Census Bureau notice of Initial Boundary Validation

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to authorize the Town Administrator's Office to reply to the 2020 Census Initial Boundary Validation Program (BVP) form.

Conservation Agent / Assistant Town Planner Katie Young verified the boundary.

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

8. Early Voting signed into law for the Presidential Primary

Town Clerk Michelle Jenkins requested the Board to sign the warrant for the Presidential Primary.

A motion was made by Mr. DiSilva and seconded by Mr. Gavin to accept and approve the warrant for the Presidential Primaries, as listed.

The state mandates that early voting be available with the following dates and times:

Monday, February 24, 2020 - 8:00 am - 4:00 pm
 Tuesday, February 25, 2020 - 8:00 am - 7:00 pm
 Wednesday, February 26, 2020 - 8:00 am - 4:00 pm
 Thursday, February 27, 2020 - 8:00 am - 4:00 pm
 Friday, February 28, 2020 - 8:00 am – noon

The Presidential Primary is scheduled for March 3, 2020 from 7:00 am to 8:00 pm:
Precinct 1 Maynard Public Library Roosevelt Room 77 Nason Street
Precinct 2 Fowler School Auditorium 3 Tiger Drive
Precinct 3 Fowler School Auditorium 3 Tiger Drive
Precinct 4 Maynard Public Library Roosevelt Room 77 Nason Street

Voted: *Motion carried unanimously.*

9. VHB Town Engineering Contract Extension

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to approve extending the contract to VHB for professional engineering services to the town, with a term to expire December 31, 2020.

Original contract was for a single year, and allowed for extensions up to two years.
Original contract had term expiring December 31, 2019.
This extension is proposed to expire December 31, 2020.

Voted: *Motion carried unanimously.*

10. Joint Meeting with School Committee

School Committee members all present: Bethlynn Vergo-Houlihan, Lydia Clancy, Maro Hogan, Mary Brannelly and Natasha Rivera.

The School Committee received roof estimation information from CBI Consulting, LLC. The School Committee recommended repairing the smaller portion of the roof, which would cost approximately \$313,000. Repairing the smaller portion first would reduce the project timeline so that the wing could be functional for the September 2020 school year. Board of Selectmen members requested staff to propose a funding mechanism to pay for this repair. The School Committee discussed other upcoming requests. Board members were interested in getting a better understanding of all school requests prior to making a decision on the roof repair. Town needs a funding source before a motion can be made. Also the Board of Selectmen indicated that the School Committee needs to know what they are asking for from the town so the Board can support them.

Michael Teller, Principal of CBI Consulting, LLC presented a summary of the roof assessment of the Green Meadow Elementary School.

11. Water Capacity and White Pond Study

Katie Chamberlain and Garry McCarthy from Stantec presented information regarding Maynard's water supply and demand. Stantec has done an analysis on the Town's ability to meet future water demands by including information on potential future redevelopment. Sources for additional capacity include ground water sources such as Well 4, a new well at Rockland Ave, and a reactivation of the Old Marlboro Road 3G well. Surface water sources include White Pond. Stantec demonstrated that our immediate concern is that we are unable to meet current maximum day demand with the largest source offline. We are also unable to meet current average day demand with the largest water

treatment plant offline. Stantec offered short term and long term solutions to increase water capacity and meet current and future demands.

12. Water and Sewer Rates

Water and Sewer Utilities accounting consultant, Doug Gardner of Pioneer Consulting Group, presented in collaboration with the Department of Public Works Director Justin Demarco. Mr. Gardner discussed his recommendation to include distribution improvements, capital improvements, and capital reserves within the proposed rates.

The Board, Mr. Demarco and Doug Gardner discussed the presentation at length. Board agreed to set hearing date to set the water and sewer rates.

13. Regional Housing Services Office

A motion was made by Mr. DiSilva and seconded by Ms. St. John to formally request that the Town of Maynard join the Regional Housing Services Office.

With the Board's approval, The Town of Maynard will be considered for membership to the Regional Housing Services Office during the group's Advisory Committee Meeting on February 26, 2020.

Voted: *Motion carried unanimously.*

14. Discuss and Review draft controls and approve as articles

Draft Controls Y & Z from By-Law Committee, as reviewed by Town Counsel.

A motion was made by Mr. DiSilva and seconded by Ms. St. John to accept and approve draft control Y, Amend By-Law Chapter 21, Nuisances as shown, and move articles forward to Finance Committee for review and comments.

Voted: *Motion carried unanimously.*

A motion was made by Mr. DiSilva and seconded by Ms. St. John to accept and approve draft control Z, Amend By-Law Chapter 24, to Dog Owner's Responsibility By-Law as shown, and move article forward to Finance Committee for review and comments.

Voted: *Motion carried unanimously.*

15. Budget submission for Fiscal Year 2021

No changes were recommended.

16. Town Administrator Report

Assistant Town Administrator Megan Zammuto highlighted the work done by community members and town staff on the Municipal Vulnerability Preparedness Program. Town staff also recently applied to the Commonwealth's Community Compact Program to work on financial policies.

17. Chairman's Report

Mr. DiSilva referenced an email he received for the upcoming joint budget meeting scheduled for this Saturday, February 8, 2020, from Finance Committee Chair, Ken Estabrook. The Board discussed potential changes to the seating arrangement for the meeting. The Board decided to keep the seating as is but make sure we have room for Board of Selectmen, Finance Committee and School Committee.

Mr. DiSilva welcomed back Ms. Levine-Piro.

18. Board Member Reports

Ms. St. John provided no comments.

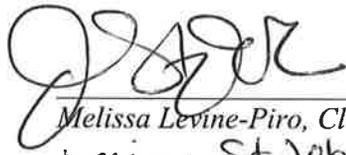
Mr. Gavin has heard from downtown businesses that the trash sticker sales are up since the change in fees. Department of Public Works office staff is doing a great job. Office staff will walk you through the proper way to add your stickers to bags.

19. Adjournment

A motion was made by Mr. DiSilva and seconded by Ms. Levine-Piro to adjourn the meeting at 9:58 p.m. Voted: Motion

Approved: 9⁵⁹ pm
Date:

Initials: bjm



Melissa Levine-Piro, Clerk/Selectman
Justine St. John
Temp. Clerk