



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, September 15, 2020
Held Remotely
(This public meeting was recorded.)

Present:

Armand Diarbekirian, Board of Selectmen
Chris DiSilva, Board of Selectmen
David Gavin, Board of Selectmen
Justine St. John, Chair, Board of Selectmen

Jeffrey Swanberg, Board of Selectmen
Gregory W. Johnson, Town Administrator
Megan Zammuto, Assistant Town Administrator
Becky Mosca, Administrative Assistant

1. Meeting Opening

- A. Ms. St. John called the meeting to order at 7:00 pm.
- B. Public Comments: None offered

2. Acceptance of Minutes

A motion was made by Mr. Diarbekirian and seconded by Mr. Gavin to accept and approve the September 2, 2020 Meeting Minutes, as shown. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

3. Correspondence

A motion was made by Mr. Gavin and seconded by Mr. Swanberg to accept the list of eight correspondence items (A thru H), as presented.

- A. Resignation from the Capital Planning Committee – Dave Krijger
- B. Legislative Delegate Update re Additional Full Package Store License Home Rule Petition
- C. Xfinity Programming Update
- D. Sterling Management: Request for 1 –year contract extension
- E. Sterling Golf management Financial Reporting: August 2020
- F. Fiscal Year 2022 Budget Capital Project Proposals
- G. Memo from Planning Board with Plans for 0 Parker Street – hearing scheduled for October 13, 2020
- H. MassDOT notice of Statewide Exit Renumbering Public Meeting

Mr. Gavin asked for clarification regarding the request to extend the contract with Sterling Golf Management. Mr. Johnson responded that the original 3-year contract had already been extended once, and that this extension request would be the final. Mr. Johnson would come back to the Board with a recommendation as to whether to extend or otherwise.

Voted: By roll call. **Motion carried unanimously.**

4. Consent

A motion was made by Mr. Gavin and seconded by Mr. Swanberg to approve the two Consent Agenda items as shown. Authorizing use of digital signatures if approved.

- A. Use of Town Property: Coolidge Park, Eliot Prisby, MetroWest Kung Fu, Saturday September 26, 2020

Voted: By roll call. **Motion carried unanimously.**

5. Use of Town Property

A motion was made by Mr. Swanberg and seconded by Mr. Diarbekirian to approve the use of the town property by the Assabet Co-op Market near the Assabet Rail Trail in vicinity to the Mill & Main north pond parking lot abutting Main Street between September 12-26, 2020. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

6. Local Licensing Authorization

A motion was made by Mr. Swanberg and seconded by Mr. Gavin to approve the Application for Liquor License Change in Manager at 110 Grill, 9 Digital Way, Maynard Crossing, to Steven Melendez. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

7. Subordination

A motion was made by Mr. Gavin and seconded by Mr. DiSilva to that the Board of Selectmen approve the subordination agreement relative to the original Community Development Block Grant (CDBG) Home Improvement Loan for the property at 5 Durant Avenue and further authorize the Chair to execute same. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

8. Public Hearing: Keene Avenue

Public Hearing Notice posted:

Notice is hereby given, on Tuesday, September 15, 2020 at 7:30 PM, via Zoom remote meeting (access instructions below) the Board of Selectmen will vote pursuant to Mass. General Law Chapter 82, §22, to layout the following street, Keene Avenue, as a public way. This layout is scheduled to be considered at the Special Town Meeting, Saturday, October 3, 2020. The Public is welcome to attend.

A motion was made by Mr. Gavin and seconded by Mr. DiSilva to approve that the Board of Selectmen layout the street known as Keene Avenue as more fully set forth on the definitive subdivision plan dated January 6, 2015, by H-Star Engineering, Inc., 200 Greenville Road, New

Ipswich, NH 01071 and as further recommended by the Planning Board and further that said layout shall be contingent upon receipt of a clean Certificate of Title from the developer.

Town Counsel attorney Jay Talerman briefed board about the 3-step process for this layout hearing for Keene Avenue: Step 1, Board has hearing; Step 2, Town Meeting vote, Step 3, in 120 days the Deed changes hands.

A motion was made by Mr. Gavin and seconded by Mr. Swanberg to Close the Public Hearing at 8:00 PM. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

9. Appointments

A. Maynard Police Department

A motion was made by Mr. Diarbekirian and seconded by Mr. DiSilva to approve the appointment of Steve Jones as Special Officer in the Maynard Police Department for a term to expire June 30, 2022. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

Mr. Diarbekirian asked about the item in the Town Administrator's Report area about the Community Police Officer position proposed. Police Chief Mike Noble responded with an explanation of the vision of the role.

B. Capital Planning Committee

A motion was made by Mr. Gavin and seconded by Mr. Diarbekirian to appoint Jon Canchola with a term to expire June 30, 2023 to the Capital Planning Committee. Authorizing use of digital signatures if approved.

A motion was made by Mr. Diarbekirian and seconded by Mr. Swanberg to approve the appointment Lindsay McConchie with a term to expire June 30, 2022 to the Capital Planning Committee. Authorize use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

C. Conservation Commission

A motion was made by Mr. Diarbekirian and seconded by Ms. St. John to approve the appointment to the Conservation Commission for Jeff Black with a term to expire June 30, 2022, and **a motion was made by Mr. Swanberg and seconded by Mr. Diarbekirian** to approve the appointment to the Conservation Commission for Susan Erickson with a term to expire June 30, 2023. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

10. Regional Housing Services Offices (RHSO)

A motion was made by Mr. Swanberg and seconded by Mr. Gavin to approve the inter-municipal agreement (IMA) for the Regional Housing Services Office (RHSO) with an expiration date of June 30, 2023. Authorizing use of digital signatures if approved.

Presentation provided by Elizabeth “Liz” Rust, RHSO Director. Ms. Rust commented that due to Covid-19 the inter-municipal agreement should be signed by the Town Administrator.

Voted: By roll call. **Motion carried unanimously.**

11. Department of Public Works

A. Procurement of Replacement Service

A motion was made by Mr. Swanberg and seconded by Mr. Diarbekirian to approve the contract with Colonial Ford for the purchase of one (1) F550 with up fit through J.C Madigan in the amount of \$134,836.50. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

B. Procurement of Water Treatment Operations Management System

A motion was made by Mr. Gavin and seconded by Mr. Swanberg to approve the contract with Woodard & Curran for the installation, and related training, of a Supervisory Control and Data Acquisition (SCADA) operating system for the water treatment facility at Rockland Avenue in the amount of \$112,137.00. Authorizing use of digital signatures if approved.

Voted: By roll call. **Motion carried unanimously.**

12. Special Town Meeting

Status report received from Mr. Johnson on the preparation for the Special Town Meeting scheduled for Saturday, October 3, 2020 at 1:00pm. Mr. Johnson reported that securing tents is challenging due to availability of supply amongst demand from school districts.

Mr. Johnson reported that he and Town Clerk Michelle Jenkins conferred that in order to facilitate the required ballot question for the debt exclusion approach in paying for the new Fire Station construction, a January election is preferable to November/December, primarily as it would allow for relief from busy election season for Town Clerk's Office and election workers and voters.

There were questions from the Board regarding contingencies for inclement weather such as snow. Mr. Johnson would reply to the Board.

13. FY21 Board Goals

The Board did not have the draft goals prepared, but complimented the drafting session just conducted. There was reported preference to have a meeting in approximately 6-months to review progress on the goals of the fiscal year.

14. Town Administrator Report

Mr. Johnson encouraged the public to read the submitted report on the town's website. Mr. Johnson highlighted the receipt of Mass Wellsprings' approval from the Cannabis Control Commission.

Mr. Johnson provided a response to an earlier Board meeting's inquiry:

Green Communities grant accumulation

FY2014 \$ 80,012.50
 Fy2015 \$ 100,425.00
 FY2016 \$ 104,286.50
 FY2017 \$ 235,750.00
 FY2018 \$ 254,060.25
 FY2019 \$ 182,202.00
 FY2020 \$ 109,101.88
 FY2021 \$ 38,533.00

TOTAL \$1,104,191.13

Mr. Gavin asked if Library Director Steve Weiner was retiring from the Library. Mr. Johnson said yes, around January 8, 2021.

15. Chairman's Report

Ms. St. John said she attended the swearing in of the three new Police Officers on September 8, 2020: Officer Allison McCann, Officer Alyssa King, and Officer Shannon Dawson.

The Maynard Public Schools remote learning starts on Sept. 16, 2020, and she wished good luck to the students, staff, and parents.

She asked if the town could remind and encourage residents to complete the Census.

16. Board Member Reports

Mr. Diarbekirian complimented the Metality exhibit at the Art Space, 63 Summer Street, and commended Director Jerry Beck.

Mr. Diarbekirian reflected on a recent meeting with Maynard Public Schools Superintendent Brian Haas in that Mr. Haas has great vision and looks forward to working with him on projects.

Mr. Diarbekirian commented that efforts should be made to provide accurate information to the public, and counter act the misinformation being reported and deliberated over publicly, specifically through social media platforms.

Mr. Diarbekirian is excited that Evviva Trattoria at Maynard Crossing would open soon.

Mr. Swanberg commented that with the Presidential election is coming up soon and that COVID-19 is still an ongoing issue. He asked what further safety measures could be considered, and if the town needed additional election workers. Mr. Johnson responded that he would reach out to Ms. Jenkins.

Mr. Swanberg plans to attend the Metality event.

Mr. DiSilva no comments.

Mr. Gavin reported on the working group meeting on September 16, 2020 to review the proposals submitted for the solar array installation project to be located primarily at the School Department grounds.

Mr. Gavin announced that the next Budget Sub Committee is scheduled Monday, September 21, 2020.

17. Adjournment

A motion was made by Mr. Swanberg and seconded by Mr. DiSilva to adjourn the meeting at 8:54 p.m. Voted: By roll call. Motion carried unanimously.

Approved: _____ pm

Date: 10/6/2020



Jeffrey Swanberg, Clerk/Selectman

Initials: bjm