



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

Present:

Armand Diarbekirian, Member
Chris DiSilva, Member
David Gavin, Member
Justine St. John, Member, Chair

Jeffrey Swanberg, Member, Clerk
Gregory W. Johnson, Town Administrator
Becky Mosca, Administrative Assistant

1. Meeting Opening

- A. Ms. St. John called the meeting to order at 7:00pm.
- B. No public comments were presented.

2. Acceptance of Minutes

A motion was made by Mr. Diarbekirian and seconded by Mr. Swanberg to accept and approve the December 1, 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. DiSilva and seconded by Mr. Diarbekirian to accept the list of eight correspondence items (A thru H), as presented.

- A. Maynard Retirement – Notice of Elections – Date March 18 2021
- B. Legal Notice – Town of Maynard Conservation Commission and MacDonald Development for 115 Main Street.
- C. Lowell Transit Authority meeting notice
- D. Governor Baker Announces Statewide Rollback on COVID-19 Phase III, Step 1 as of December 13, 2020.
- E. ABCC Advisory Regarding the rollback of the Commonwealth of Massachusetts to Phase 3 Step 1 of the reopening plan.
- F. 12 Bancroft Street I Fall 2020 Development Update from CIVO – Taylor Bearden, Partner.
- G. Holiday Hours at Town Hall
- H. State Ethics reminder about restrictions o gifts to public employees.

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

4. Consent

A motion was made by Mr. Gavin and seconded by Mr. DiSilva to approve the one consent agenda items (A) as presented. Authorizing use of digital signatures if approved.

A. Annual Re-Appointments for those terms coming to end on December 31, 2020.

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

5. Green Meadow Elementary School Building Project

A motion was made by Mr. Swanberg and seconded by Mr. Diarbekirian to accept and approve the Design Enrollment Certification from the Massachusetts School Building Authority for the Town of Maynard's Green Meadow Elementary School. Authorizing use of digital signatures if approved.

Mr. Gavin asked if this certification commits any funding. Mr. Johnson responded that he did not believe so. Ms. St John asked about the number of students reported, and Lydia Clancy from the Maynard School Committee responded that the enrollment was accurate for Kindergarten through Third Grade.

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

6. Affordable Housing Local Action Units

Related to the Local Initiative Program Application for units at 0 Parker Street/ Old Bay Road.

The Board tabled this item until a future meeting, citing incomplete application without endorsement from the Maynard Affordable Housing Trust.

7. Final Approval to Change the DBA name for License Holder

A motion was made by Mr. Diarbekirian and seconded by Mr. Gavin to approve the amendment to the retail alcohol beverage license to reflect the change in Doing Business As, (D/B/A) application approved by the Board of Selectmen for "Spirits of Maynard" at 4 Digital Way Suite 3, Maynard, MA. Authorizing use of digital signatures if approved.

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

8. Recreational Marijuana Retailer License

A motion was made by Mr. DiSilva and seconded by Mr. Swanberg to approve and issue the retail Marijuana Package Goods Store, Mass Wellsprings at 4-6 Nason Street, with manager as Olaf Ingare. Authorizing use of digital signatures if approved.

Mr. Ingare noted that the state's Cannabis Control Commission (CCC) will conduct a final inspection.

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

9. Human Relations Committee

The Board considered the recommended policy submitted by the Human Relations Committee relative to monitoring of rehabilitation efforts of housing on Rail Road Street. Kathleen Fitzgerald spoke on behalf of the Committee.

Per the Human Relations Committee (HRC): To recommend that the Town of Maynard Board of Selectmen create a formal process in coordination with the Board of Health and the Maynard Town Administration's Office for reporting on the status of rehabilitation efforts, including a projected timeline, by the landlord of Railroad Street Apartments whenever a complaint is brought forward to the Board of Health, to be shared with the Human Relations Committee and the residents of the apartments involved.

Rationale from the HRC: Tenants of the Railroad St. Apartments approached the Human Relations Committee in July 2020 to seek help in resolving problems they are currently facing with the landlord on the status of their homes. While the Board of Health has carried out numerous inspections and local residents are advocating for these tenants, this problem has been ongoing since 2018 with no follow-up process on actionable items or a hope for the tenants that it will ever be resolved.

The Board received advice from Town Counsel attorney Alex Castro that this topic may be subject to pending litigation.

10. Joint Meeting Between Maynard Board of Health and Maynard Board of Selectmen

The Board reviewed COVID-19 conditions and public health directives, and considered further actions. The Board of Health members present were Kathy McMillan and Lisa Thuot, as well as Health Agent Kelly Pawluczzonek. Police Chief Mike Noble also provided input.

Reported actions the two bodies considered included:

- Signage - downtown reminder to wear masks.
- Regular Press releases when we switch categories – shared on website, blog, social media
- Monthly newsletter with updates, mask reminders and up to date data and policies etc.
- Weekday postings of daily positive counts
- Sharing state policy updates on website and social media including highlighted posts on holiday regulations.
- Responding to all complaints regarding mask wearing and all hygiene protocols, and staff performs inspections as follow up. This includes warning letters and fines to businesses
- Weekly social media reminders to wear a mask – typically Friday's with a graphic.
- Police reminding people to wear masks – especially downtown.
- Specific targeted outreach to businesses with relevant safety information for employers
- Updates to restaurants about new restrictions, curfews, etc regularly.
- “Mask Up” campaign was reported to be adopted.

11. Treasurer / Collector's Office

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to appoint Gregory W. Johnson as interim Treasurer / Collector for an indefinite term. Authorizing use of digital signatures if approved.

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

12. FY22 Budget Development

Mr. Johnson provided a report on the current development status of his recommendation for the town's FY22 budget.

13. Town Administrator Report

Mr. Johnson provided the draft Code of Ethics to the Board for their consideration. Draft Social Media policies for town officials was requested to be reviewed by the Board.

14. Chairman's Report

Ms. St. John thanked everyone for the Joint meeting with Board of Health, Board of Selectmen along with Police Chief Noble for input regarding COVID-19.

Ms. St. John said the Town Administrator evaluation is being finalized.

Ms. St. John reminded everyone to get out and vote on Wednesday, December 16, 2020 for the Special Election.

15. Board Member Reports

Mr. Swanberg reported on his participation on the town-boundaries walk on December 12, 2020. He wished everyone safe and enjoyable holidays.

Mr. Gavin wished everyone happy holidays. He inquired as to the status of the agreement for the installation of a solar array on school property. Mr. Johnson said the agreement is being negotiated between the town's consultant, Town Counsel, and the awarded vendor. Ms. Clancy, School Committee member, commented that the School Committee has not yet voted to endorse the installation plan. Mr. Gavin reported that the Sub-Budget Committee has a meeting scheduled for Monday, December 21, 2020. Mr. Gavin said he is hearing comments regarding the change in Christmas tree drop off from the Boys and Girls Club to the Winter Street Public Works Garage, as well as the \$5.00 charge. He asked that the town administration increase its notification of these changes.

Mr. Diarbekirian reported attending a recent Housing Production Plan update forum. He also reported attending a recent Powder Mill Corridor Planning forum. He commended Planning Director Bill Nemser for his role. Mr. Diarbekirian said he is working with resident Jerry Beck on a Public Art Program. Mr. Diarbekirian said he had a conversation with Council On Aging Director Amy Loveless, and that he hopes the future plans work out, with more to follow. Mr. Diarbekirian hopes the town turns out for the vote for the funding of the fire station.

Mr. DiSilva wished happy holidays to everyone. He is very excited that the town has its own Market Basket and is thankful to everyone who worked to make it happen.

Ms. St. John asked that the Board's list of liaisons to boards and committees show her as the liaison to the Board of Health.

16. Adjournment

A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian to adjourn the meeting at 9:30 p.m. Voted: *Motion carried unanimously.*

Approved: 7.09 pm

Date: 1/5/2021



Jeffrey Swanberg, Clerk/Member

Initials: bjm