



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, January 5, 2021**  
Held Remotely  
*(This public meeting was recorded.)*

**Present:**

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

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

**1. Meeting Opening**

- A. Ms. St, John called the meeting to order at 7:00 pm
- 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 15, 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 five correspondence items (A thru E), as presented.**

- A. Notice of Annual Report to ABCC
- B. ABCC Advisory updates
- C. Incident report from 110 Grill
- D. Annual Election Notice for May 4, 2021
- E. DCAMM Request for information to Lease Space

Mr. Gavin asked about item E, request for lease space interest for DCAMM. Mr. Johnson said we reached out to Mill and Main, Assabet Valley Chamber and Maynard businesses through the Economic Development Committee.

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

**4. Consent**

**A motion was made by Mr. Swanberg and seconded by Mr. Gavin** to approve the one consent agenda items (A) as presented for reappointments to the Local Emergency Planning Committee (LEPC) with terms ending December 31, 2021. Authorizing use of digital signatures if approved.

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

**5. Retirements Recognition**

A. Mike Guzzo, Finance Director – All board members had kind words for Mr. Guzzo’s years of friendship and hard work for the town and rebuilding the town’s internal structure for our financial system.

B. Steven Weiner, Library Director- Board members congratulated Mr. Weiner on his 26 years of service to the town, and his help with the reuse of the Roosevelt School building to become the Library new, and current home.

**6. Marble Farm Park and Historic Site**

**A motion was made by Mr. Swanberg and seconded by Mr. DiSilva** to endorse the proposed application for Community Preservation Act funds in support of a Marble Farm Park and Historic Site project, as present.

Board members asked if the town could handle any of the maintenance for this area once it is completed. Director of Public Works (DPW) Justin Demarco indicated that the town can not add this to the town’s maintenance plans. Mr. Marks informed the Board that the design and plan for the park would need very little maintenance and that volunteers can handle the raking, lawn mowing and planting going forward.

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

**7. Town Engineering Services**

**A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian** to approve contract # 1216 as an amendment for the extension and terms as provided for On-Call Consulting Services between Vanasse Hangen Brustlin, Inc. (VHB) and the Town of Maynard (DPW) for calendar year 2021. 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. Swanberg and seconded by Mr. Gavin** to approve but not release the retail Marijuana Package Goods Store License for, Greenstar Herbals LLC at 24 Main Street, with manager as Thomas Morey, until the final certificate of occupancy is issued. Authorizing use of digital signatures if approved.

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

**9. License to use Town Owned Land**

**A motion was made by Mr. Diarbekirian and seconded by Mr. DiSilva** to approve a license to enter and use town-owned land for outdoor seating and food establishment purposes by El Huipil Restaurant, Inc. at 51R Main Street, for a term of a one-year with an option for an additional one-year extension. Authorizing use of digital signatures if approved.

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

**10. Transfer Alcoholic Beverage Off Premises as Common Victualler License – Continued**

Art Specialties LLC. to move to 25 Nason Street – continued to January 12, 2021.

**11. New Fire Station**

**A motion was made by Mr. Diarbekirian and seconded by Mr. Gavin** to approve contract # 1255 with Daedalus Projects, Inc. for service as Owner’s Project Manager for the construction of a new fire station, in the amount of \$325,000.00. Authorizing use of digital signatures if approved.

The Board inquired as to the funding source. The fall 2020 Special Town Meeting authorized the borrowing of funds for the construction and related-services of a new fire station.

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

**A motion was made by Mr. DiSilva and seconded by Mr. Diarbekirian** to approve the propriety products for the construction of the new fire station, as presented. Authorizing use of digital signatures if approved.

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

**12. Water and Sewer Enterprises**

Doug Gardner, Pioneer Consulting and Justin DeMarco, DPW Director, presented recommendations for water and sewer utilities consumer rates for Fiscal Year 2022.

A Public Hearing is scheduled to set the rates for water and sewer utilities on February 2, 2021 at 8:00 pm.

**13. FY22 Budget Development**

Town Administrator Johnson to provide overview of current FY22 budget development status.

**14. Annual Town Meeting: May 17, 2021**

Mr. Johnson indicated that the list shown is a mix of the yearly articles and some placeholders so far with more information to follow.

**15. Town Administrator Report**

Draft policies for the Board to consider were presented, including Social Media and Code of Ethics. The Board indicated they would further consider the policies at a future meeting.

**16. Chairman's Report**

Ms. St. John wished everyone a Happy New Year.

**17. Board Member Reports**

Mr. Swanberg observed from the last snowstorm a remarkable amount of ice build-up on sidewalks. Mr. DeMarco responded that the town encourages the businesses downtown to help keep the side walks in front of their business clear.

Mr. Swanberg commended Jack MacKeen for his service on the town's Economic Development Committee (EDC).

Mr. Swanberg asked if the outdoor dining would continue after the State of Emergency is over. Mr. Johnson replied that town staff would development plans in anticipation.

Mr. Gavin inquired as to the status of Christmas tree collection by the DPW. Mr. Demarco reported that 84 trees had been received in the first weekend. He added that 1,400 tree were received over three months last year, which may indicate that non-residents were using Maynard services for tree collection. He also added that 4 trees were thrown over the DPW yard fence overnight.

Mr. Diarbekirian also commended Mr. MacKeen.

Mr. DiSilva wished everyone a Happy New Year.

**18. Adjournment**

**A motion was made by Ms. St. John and seconded by Mr. Swanberg to adjourn the meeting at 10:05 p.m. Voted: By roll call. Motion carried unanimously.**

Approved: 7.05 pm

Date: 1/26/2021

  
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Jeffrey Swanberg, Clerk/Selectman

Initials: bjm