

2021 Annual Town Report

Maynard, Massachusetts



January 1 through December 31, 2021

Credits and Acknowledgements

The 2021 Town Report is dedicated to the Sesquicentennial Steering Committee. We thank the dedicated group of volunteers for helping the citizens of Maynard celebrate our 150th birthday through a number of educational opportunities and celebrations.

Front Cover Artwork Courtesy of Nicole Souza

Additional Photographs

Page 12 Cris Antonio
Page 171 Stephanie Pessolano
Page 174 Cris Antonio
Page 185 Dave Griffin
Page 185 Dave Griffin

Design & Editing

Megan J. Zammuto
Assistant Town Administrator

Production

Keith Shaw
Flagship Press - North Andover, MA

I'd like to thank all Town Departments, Boards, Committees and Commissions for your narratives and contributions to this year's report. I also wish to thank all who assisted me with fact-checking, proof reading and editing especially Janelle Franklin, Gregory Johnson and Stephanie Duggan. Your feedback was invaluable.

- Megan J. Zammuto, Assistant Town Administrator

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Town of Maynard

Incorporated:.....	April 19, 1871
Government:.....	Open Town Meeting <i>Five-member Select Board with Town Administrator</i>
Annual Town Meeting:.....	Third Monday in May
Annual Town Election:.....	First Tuesday in May
Town Census: (July 1, 2018).....	10,545
Area:.....	5.24 Square Miles
Town Roads:.....	83 Lane Miles
Fiscal 2021 Tax Rate:.....	Residential: \$20.15 Commercial: \$26.81
Tax Levy:.....	\$34,064,371
Congressional District:.....	Third
Senatorial District:.....	Middlesex & Worcester
Representative District:.....	Third Middlesex
Town Hall Hours:.....	M, W, TH: 8am – 4pm T: 8am – 7pm FRI: 8am – Noon
Schools:	
Green Meadow Elementary School:.....	K-3
Fowler School:.....	4-8
Maynard High School:.....	9-12
Town Website:.....	www.townofmaynard-ma.gov

General Information

Emergency Numbers

Ambulance ◦ Fire ◦ Police.....	911
Emerson Hospital.....	978-369-1400
Poison Control Center.....	800-222-1222
Water Main Breaks.....	978-897-1317
Water Main after Hours MPD.....	978-897-1011

Eversource

Electric or Gas.....	800-592-2000
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Animal Control

Call Police Dept.....	978-897-1011
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Assessors

Office.....	978-897-1304
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Birth Certificates

Town Clerk's Office.....	978-897-1300
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Board of Health

Tues 5pm-7pm, Fri 8am-noon	978-897-1302
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Select Board

	978-897-1301
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Bus Service

Peter Pan (Framingham).....	800-343-9999
Greyhound (Framingham).....	800-231-2222
Logan Express (Framingham).....	508-872-8521
Dee Bus Service (Schools).....	978-486-9530

Cable TV

Comcast.....	800-934-6489
Verizon.....	800-922-0204

Cemeteries

Glenwood Cemetery (DPW).....	978-897-1317
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Civil Defense

Emergency Information Line.....	978-897-1332
Emergency Management Agency.....	978-897-1350

Conservation Commission

	978-897-1360
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Council on Aging

Office (Maynard Golf Course).....	978-897-1009
Van Service Dispatch.....	978-844-6809
(CrossTown Connect – Mon-Fri 7:30am-3pm)	

Commuter Shuttle Passes Online

https://epay.cityhallsystems.com/selection	
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Death Certificates

Town Clerk's Office.....	978-897-1300
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Dog Licenses

Town Clerk's Office.....	978-897-1300
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Elections

Town Clerk's Office.....	978-897-1300
Town Meeting.....	Third Monday of May
Town Elections.....	First Tuesday of May

Fire Department

Fire Emergencies.....	911
All Other Business.....	978-897-1014
Radio Frequency.....	470.900

Firearm Identification Cards

Appts - Police Dept.....	978-897-1011
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Highway Department

DPW.....	978-897-1317
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Historical Commission

histcom@townofmaynard.net	
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Housing Authority

(Powder Mill Circle & Concord Street Circle)	
13 Powder Mill Circle.....	978-897-8738

Human Resources

Office.....	978-897-1355
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Insurance Coordinator (Town Employees)

Gloria Congram.....	978-897-1307
Tuesdays 12pm-6pm	

Inspectional Services

	978-897-1302
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Library (Call for summer hrs)

M, F, Sat.....	10 am to 5 pm
T, Th.....	2 pm to 9 pm
W.....	10 am to 6 pm

Marriage Licenses

Town Clerk's Office.....	978-897-1300
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Notary Publics

Town Clerk's Office.....	978-897-1300
Select Board's Office.....	978-897-1301

Newspapers

Maynard Beacon-Villager.....	978-371-5759
MetroWest Daily News.....	508-626-4412
Action Unlimited.....	978-371-2442

Percolation Tests

Board of Health Office 978-897-1302

Places of Worship

St. Bridget’s Catholic Church
Percival Street 978-897-2171
 Holy Annunciation Orthodox Church
Prospect Street 978-897-7695
 St. Stephen’s Knanaya Church
Main Street 978-897-9285
 Mission Evangelical Congregational Church
Walnut Street 978-897-4682
 St. Mary’s Indian Orthodox Church
Great Road 508-251-1183
 St. John Evangelical Lutheran Church
Great Road (Sudbury Line) 978-443-8350

Planning Board

Office 978-897-1302

Police Department

Emergency 911
Dispatch/Business Line 978-897-1011
Radio Frequency 155.01

Post Office

143 Main Street 978-897-1963

Pre-Schools

Green Meadow School 978-897-2138
5 Tiger Drive
 Community School 978-897-9708
80 Main Street
 Knowledge Beginnings 978-461-6044
Mill&Main, Bldg 4, Suite 100

Property Valuations

Assessors’ Office 978-897-1304

Recreation Commission

Boys & Girls Club Office 978-461-2871

Retirement Board

Executive Director 978-897-1320

Schools

Grades K – 3: Green Meadow School
5 Tiger Drive 978-897-8246
 Grades 4 – 8: Fowler School
3 Tiger Drive 978-897-6700
 Grades 9 – 12: Maynard High School
1 Tiger Drive 978-897-8891
 Administration Office

3R Tiger Drive 978-897-2222

Septic Systems

Board of Health Office 978-897-1302

Snow Plowing

Highway Department 978-897-1317

Soil Testing

Board of Health Office 978-897-1302

Tax Bills

Billing information 978-897-1304

Town Accountant/Finance Director

Office 978-897-1306

Town Administrator/ATA

Office 978-897-1375

Town Clerk

Office 978-897-1300

Town Treasurer/Collector

Office 978-897-1305

Transportation – Trains

MBTA (Acton/Fitchburg Line) 800-392-6100

Trash/Recycling Collection

Trash Info (DPW) 978-897-1317
Concerns or Issues with Pick-up:
E.L. Harvey 800-321-3002

Tree Warden

Justin DeMarco 978-897-1317

Veteran’s Services

Wayne Stanley 978-897-0561
(Tuesdays 5pm-7pm)

Voter Information and Registration

Town Clerk’s Office 978-897-1300

Water Department

Water & bill-related questions 978-897-1317

WAVM (local access TV/Radio)

Mark Minasian (high school) 978-897-5213

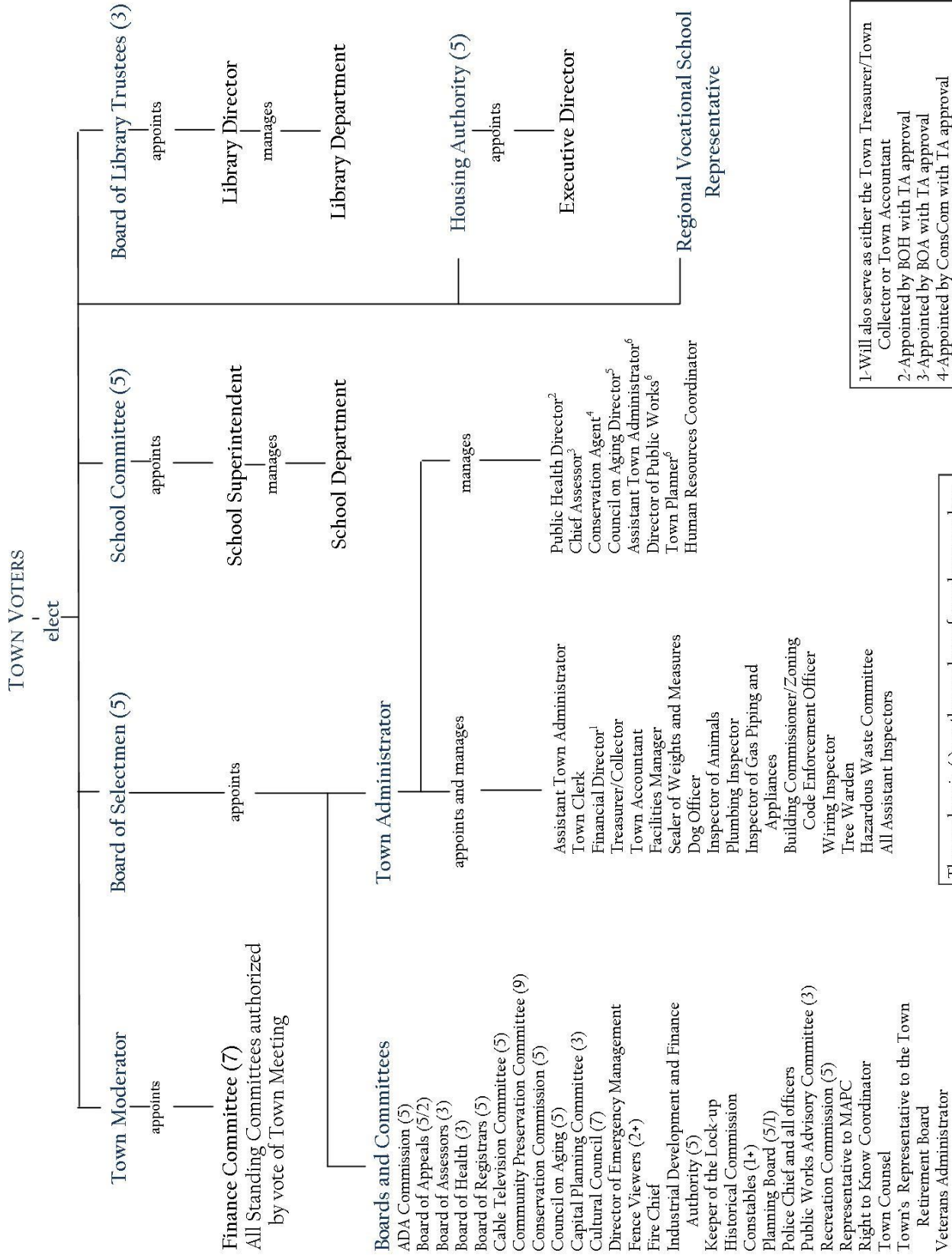
Website

www.townofmaynard-ma.gov

Zip Code 01754

Zoning Board of Appeals

Office 978-897-1302



1-Will also serve as either the Town Treasurer/Town Collector or Town Accountant
 2-Appointed by BOH with TA approval
 3-Appointed by BOA with TA approval
 4-Appointed by ConsCom with TA approval
 5-Appointed by COA with TA approval
 6-Appointed by BOS

The numbers in () are the numbers of members, numbers following a / are the number of associate members

General Government

SELECT BOARD



Members

David Gavin.....	Chair (7/13/21)
Justine St. John.....	Chair (7/7/20 – 7/13/21)
Jeffrey Swanberg.....	Clerk
Armand Diarbekirian.....	Member
Chris DiSilva.....	Member

This annual report for 2021 is respectfully submitted on behalf of the Maynard Select Board. 2021 is a year that many in Maynard will never forget.

This remarkable period marked 150 years since our founding as a community and despite the ongoing strains placed upon our residents as a result of the COVID-19 global pandemic, our resilient community was still able to celebrate our birthday in style. We were all amazed with the events that culminated in September with a memorable parade and a tremendous fireworks display that drew thousands of people to downtown Maynard. The Select Board joins all of our residents in our grateful thanks for the dedicated work of all of those who volunteered their time and labor in planning and participating in these fantastic events.

While these celebrations proceeded throughout the year, so too did the operations of our municipal government. The Select Board was pleased to continue with and improve upon the previously established outdoor dining provisions which allowed for many of our well-loved restaurants and eateries to continue to serve their dedicated customers outside, consistent with the established COVID protocols. We are proud that we have moved to continue with these initiatives into the future, even after we have moved on from our COVID restrictions.

As a part of the federal and state response to the economic concerns brought upon local cities and towns by the pandemic, Maynard was pleased to receive significant funding from the American Rescue Plan Act (ARPA). These funds are anticipated to be of tremendous assistance in addressing some of our much-needed water and sewer infrastructure needs, which will in turn allow economic development initiatives to move forward. Additionally, our State House delegation was instrumental in securing even more additional funding through earmarks dedicated to easing the burden on other much needed projects. The Select Board wishes to extend our thanks to Senator Eldridge and Representative Hogan for their continued advocacy at the State House in helping us meet our needs.

Inside Maynard Town Hall, the Select Board was pleased to have ratified a number of contracts in 2021, including contracts with the unions representing our firefighters, police, public safety telecommunicators (dispatch) and clerical staff. These agreements will assure we have a strong team of well-compensated and supported employees as we progress into the mid-2020's. In 2021, the

Select Board also successfully negotiated a renewal of a three-year employment contract with Town Administrator Greg Johnson.

2021 also saw our town make progress towards our infrastructure and municipal building priorities. The long-awaited new fire station project is underway at this time and on-budget, with an anticipated opening in the Summer or early Fall of 2022. Completion of this project will provide us with a beautiful, modern facility to serve our firefighting team and our community for decades to come.

The year saw the onset of a multi-year project to replace the bridge on Florida Road through the assistance of the state's Department of Transportation (MassDOT). This project has an expected completion date in 2023, and will provide the community with a wonderful, safe and efficient span across the river.

Discussions are ongoing related to the future of the Green Meadow Elementary School. The community was pleased to have been welcomed by the Massachusetts School Building Authority (MSBA) into the feasibility stage for the analysis of our needs in either updating or replacing the school, and we expect to have a clear indication as to what the future holds for the facility by the end of 2022.

The Select Board is proud of our continued progress towards energy efficiency, as at the end of 2021 we excitedly approved a number of new electric vehicle charging stations to be located at key locations around our community. The Board remains committed to consideration of additional alternative energy opportunities that would benefit our town as they become available.

And of course, 2021 included substantive discussions of our long-term needs relative to our water and sewer infrastructure. It is expected that there will be the need for significant investments in the near future to allow for the expansion and upgrade of our pipes and facilities that will, in turn, allow for economic prosperity in Maynard.

The economic future of Maynard also had the attention of the Select Board for much of 2021. We are pleased with the continued expansion and growth of Maynard Crossing as more businesses choose to move to or open up in our town. The Board is aware of the concerns relative to our wonderful downtown area, including any strained balance with Maynard Crossing. We are committed to working with our wonderful Economic Development Committee and dedicated local businesses to seek new opportunities for re-development and new enterprises in our downtown area.

The future of economic development in Maynard continued to be a focus for the Select Board in 2021. With the approval of our town's Master Plan, we have been provided with a compass to guide our community into the future. The Board is excited that the former Gruber Brothers' building is well on its way to the start of a wonderful mixed-use project, and about the vision and possibilities outlined for the Powder Mill Road business corridor. The anticipated 2022 opening of the Assabet Co-op Market is just one example of the excitement ahead for underutilized portions of Route 62 abutting the river. We also continue our support of the arts community, and are excited by the revitalization of ArtSpace Maynard, as well as the reopening of the Fine Arts Theatre as a wonderful movie showcase in our downtown.

Maynard is a wonderful community that we are proud to serve as members of your Select Board. Our town is blessed to have so many residents that act as volunteers on our numerous committees in assisting our progress forward. We extend our gracious thanks to our colleagues on the School Committee for their continued efforts in working together with us for all of Maynard, especially including our students. Working alongside the School Committee, as well as the Finance Committee, is instrumental in our progress forward as a town.

Finally, none of our achievements would be possible without the enthusiastic and strong work of our Town Administrator Greg Johnson, our Assistant Town Administrator Megan Zammuto, and our Administrative Assistant Becky Mosca. We extend our heartfelt thanks to them as our partners in this journey to create a better future for Maynard.

Respectfully Submitted,

*David Gavin,
Chair, Maynard Select Board*

TOWN ADMINISTRATOR

Staff:

Gregory Johnson.....	Town Administrator
Megan Zammuto.....	Assistant Town Administrator
Becky Mosca.....	Administrative Assistant

Since accepting the role in the summer of 2018, it is my great pleasure to serve you as Town Administrator. I am genuinely excited every day to work for the families, neighbors, and businesses of Maynard to help realize the aspirations of this community.

To summarize my duties as the town’s Chief Administrative Officer, I am responsible for the daily conduct of all municipal business, but not school administration. I take my direction and implement the policies provided by the Select Board. My staff and I work with and advise town officials that are appointed to town boards, committees and advisory groups. Personally, I see Town Hall’s objective to be in service to the “customers” within the community, be they individual taxpayers, businesses and homeowners, visitors or just folks passing through.

The Town Administrator often functions as a “connector” within the community, and as such, a significant amount of my focus is to regularly meet and collaborate with the many stakeholders of the community. I partner with town boards and committees, non-profit organizations, and private enterprises to work towards achievement of the town’s goals and vision. My work in the community also guides my approach to developing my budget recommendations to the Select Board, and I strive to capture the priorities of residents and to provide resources that accomplish the most good in service to the invested taxpayers of Maynard.

Highlights from the 2021 calendar year that the Town Administrator’s Office supported include:

- Met regularly to coordinate efforts in response to the COVID-19 pandemic with many members of town and school staff, including Fire Chief Anthony Stowers, who is also the town’s Emergency Management Director, as well as Health Agent Kelly Pawluczzonek and the Maynard Public Schools’ Superintendent’s Office.

- Town and school department staff collaborated on the planning and execution of vaccination clinics in town, specifically at schools and the Maynard Housing Authority's locations.
- Coordinated with Town Managers and Administrators and staff from Acton, Boxborough, Littleton and Westford to develop and support micro-enterprise and public social services funding through the Community Development Block Grant – COVID (CDBG-CV).
- Recognized the retiring of town staff members, including Finance Director/Town Accountant Mike Guzzo and Library Director Steve Weiner.
- Hired Town Accountant and Treasurer/Collector positions, and assisted the Library Board of Trustees in finalizing the hiring process and negotiating for a new Library Director.
- Along with town and school department staff, supported the partnership with the Massachusetts School Building Authority (MSBA) for the procurement of both Owner's Project Manager and designer contracts, in pursuit of renovations or reconstruction of the Green Meadow Elementary School.
- Met with the town's solar array procurement consultant, solar-energy firms, and town officials to review the initial design, on-site surveying, and legal considerations of a solar array project proposed to be located on town/school grounds.
- Administered the town's insurance programs. Our insurance partner, the Massachusetts Inter-local Insurance Association (MIIA), is the largest municipal insurance provider in the country. In addition to excellent service, they provide high quality training and risk assessment to help us keep our short- and long-term rates low.
- Supported executive-level management training for town staff from MIIA Wellness program-funded consultants.
- Supported new fiber phone lines installed at Town Hall, including the Police Department, meant to prevent phone outages experienced in the past.
- Served on the Massachusetts Municipal Managers Association's (MMMA) Future Managers Committee and the steering committee for the Massachusetts Municipal Association (MMA)-Suffolk's Certificate in Local Government Leadership and Management program.
- Served as a member of the Fire Station Building Committee and supported the procurement of the general contractor and sub-contracts for the new fire station construction project.
- Supported Planning Director Bill Nemser in managing the visitation by state Secretary of Housing and Economic Development Mike Kennealy in coordination with state Representative Kate Hogan's office. The visit's focus was the regional collaboration with the town of Acton to address the development potential of the Powder Mill Corridor.
- Serving as the lead negotiator for employee collective bargaining agreements.
- Supported the planning and execution of two Town Meetings held outdoors.
- Hosted Insurance Advisory Committee (IAC) meetings amongst union and non-union town employees to consider current health insurance plans and other benefits, as well as proposed options for changes.

- Supported the communication amongst Eversource, neighbors, other residents, and town officials following the gas explosion on Park Street.
- Formed a Summer Street Working Group, specifically developing recommendations for the re-use of the existing fire station property.
- Procured the contract for the private management of the Maynard Golf Course/Country Club.
- Supported the Finance Committee, town Budget Sub Committee, Capital Planning Committee and Select Board in the development, proposal, analysis and appropriation of the town's annual General Fund Budget and Capital Improvement Plan.
- Met with members of the Master Plan Implementation Committee (MPIC) to communicate progress and strategies related to listed goals within the town's Master Plan.
- Facilitated the deliberation of the Select Board in consideration of the federal American Rescue Plan Act (ARPA) funding allocation.

Respectfully submitted,

Gregory W. Johnson
Town Administrator

**Assistant Town Administrator/Executive Director
of Municipal Services**

It was an honor to serve as the Assistant Town Administrator/Executive Director of Municipal Services for the Town of Maynard in 2021. I love this community and I am proud to work with such a wonderful team of dedicated colleagues at Town Hall.



Public Outreach

2021 was a busy year for the Town of Maynard. Public meetings were held virtually on Zoom, briefly in person, and also in a hybrid model with both in person and remote participation allowed. Virtual meetings improved public engagement and we welcomed new residents to participate in boards and committees across the town. Public outreach and communication, while always important, became essential during the COVID-19 pandemic. The Town's monthly newsletter grew its subscribers by 28% and is now distributed to over 900 members of the community, and our Facebook followers grew to 2,800.

COVID-19 Recovery

The Town of Maynard applied for several grants this year and was honored to receive consulting assistance as part of the Local Rapid Recovery Program that assisted identifying funding sources for downtown recovery efforts. Town staff applied for several additional grants that will be awarded in early 2022. American Rescue Plan Act funds became available this year, which were critical to assisting with COVID-19. A portion of Maynard's funds were used for public health nursing staff, contact tracing, and a portion of the salary of our new full time Health Agent. We were able to assist several families that dealt with a loss of income due to the pandemic, through the Community

Development Block Grant COVID-19 childcare assistance program. Finally, the Select Board formalized the extension of premises program, allowing a path forward for businesses looking to make outdoor dining an annual part of their business model which adds to the vibrancy and vitality of our downtown.

Committee Support

In my role as Assistant Town Administrator, I serve on the Economic Development Committee (EDC), which meets monthly to develop plans and advise the community on policies and initiatives to foster economic development. I also am an active member of the EDC’s Downtown Subcommittee which worked on coordinating beautification and marketing efforts in 2021. I chair the Parking Authority which meets monthly to create, document, and implement clear and consistent parking policies; review all proposed parking related ordinances, and applications; hear and address citizen concerns; and promote the availability of parking to support robust economic activity in the Town of Maynard.

My position also includes overseeing the Office of Municipal Services which includes Building, Zoning, Planning, Conservation, Public Health, and economic development efforts.

Respectfully submitted,

Megan J. Zammuto

Assistant Town Administrator / Executive Director of Municipal Services

HUMAN RESOURCES

“Vulnerability is not weakness, it’s our most accurate measure of courage.” – Brene Brown

Staff:

Stephanie Duggan.....	Human Resources Manager
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2021 was another fast-paced year of change and growth for Human Resources in Town Hall. As a municipality we are charged with providing a wide range of services to our residents and visitors, all of which are delivered by our employees; therefore,

our employees are our most important asset!

2021 reinforced that truth in a great many ways. As we continued to work amidst the confines of the COVID-19 global pandemic, our Maynard staff continued to persevere together as we navigated the stages of re-opening town offices to the public – first opening by appointment only and then a full opening to the public on June 15th. Although open to the public, many protocols stayed in place - from drop boxes and curbside pickup to outdoor town meeting and early voting – we are so proud of and grateful for our dedicated team of employees as we bravely continue to move forward as we face the uncertainties of the pandemic together.

The human resources function in Maynard plays a vital role on behalf of all town employees by providing a centralized location for personnel services while working in partnership across all departments, focusing on service, efficiency and competency as the overall goal. The manager is a member of the Massachusetts Municipal Human Resources Association (MMHR), and assists in ensuring compliance with all state,



federal, and local personnel laws and regulations, and acts as the point person for human resources/personnel-related information, including:

- Recruiting/Hiring
- Training/Development
- Benefits and Compensation & Collective Bargaining
- Wellness Initiatives & Personnel Policies
- Employee Relations
- Volunteer Coordination
- Town Insurance Programs
- Legal changes in the area of municipal human resources, and
- Many other areas, focusing on providing a quality work environment for all employees.

The Human Resources Office is usually the first point of contact for any new employee to Maynard. All of our position openings are posted on our careers website, <https://www.townofmaynard-ma.gov/gov/departments/hr/>, as well as in Town Hall. We strive to reach the most appropriate candidate pool, and therefore will also post in the local online newspaper and/or trade publication as the situation dictates, as well as career-specific and inclusive websites.

The Human Resources Office is located in Town Hall at 195 Main Street, in the upstairs Town Administration wing. You can reach us at (978) 897-1355 or email at hr@townofmaynard.net.

Personnel Policies and Procedures – Our extensive personnel policy manual is distributed and made available to every employee and provides comprehensive employment information. The document is constantly being utilized and scrutinized in response to local, state, and federal regulations. In accordance with Article 5-2 of the Town Charter, the personnel policies are to be provided as an Annual Town Report appendix. Due to the 60+ page length of the policies document, we have made it available on-line rather than including it in this report.

Compensation – The Human Resources office manages and maintains the six (6) Town employee collective bargaining agreements (CBAs). In 2021, contract negotiations continued with the AFSCME Clerical and NEPBA Police union negotiations as a result of pandemic constraints, reaching agreement with the police in early June and the clerical union in October. During that time successfully negotiated a successor agreement with the NEPBA Public Safety Telecommunicators. Pursuant to Chapter 13 of the Town Bylaws, all employees not covered by a CBA are compensated according to the Salary Administration Plan. The plan is updated annually, and changes to the salary table are subject to Town Meeting ratification.

Recruiting/Hiring – The Human Resources Office participates in the hiring of all permanent town positions in varying degrees based on management experience and department-specific processes and needs. In 2021, the HR Manager participated in the hiring of several town employees. Many searches were undertaken resulting in the following new hires:

ALEXANDER	RACHEL	Collection Services Librarian
ALFORD	SARAH	Library Page
ALFORD	LAUREN	Library Page
BERNARD	RYAN	DPW Secondary Water & Sewer Operator
CACCIATORE	DANIEL	Public Safety Dispatcher
CHASSE	JASON	Firefighter

GENETTI	RICHARD	DPW Skilled Laborer
GORMAN	KRISTEN	Town Hall Building Maintenance
GROSS	TRAVIS	Firefighter
HIGLEY	MIKHAIL	Public Safety Dispatcher
LAWTON	TIMOTHY	DPW Skilled Laborer
MAGUIRE	JEAN	Library Director
MAYNARD	ROBERT	Assistant Town Clerk
MILLER	JULIA	Conservation Agent/Assistant Town Planner
MORAHAN	JOSEPH	Police Officer
PLOURDE	LAURI	Town Accountant
ROBERTSON	JOHN	Health Agent
ROHR	LULA	Library Page
ROW	RONALD	Firefighter
RYDZEWSKI	JULIA	Library Page
TRICCA	RUBY	Library Page
WELCH	JENNIFER	Treasurer/Collector
WELLBORN	CHRISTOPHER	Police Officer

In an effort to increase our advertising effectiveness, we gather data from applicants as to how they become aware of our vacancies. MassHire is a free state system for recruiting that we continue to utilize. MassHire connects jobseekers across the Commonwealth to quality education, skills training, and employment opportunities.

MHS Senior Projects – This past year we happy to again take part in the Maynard High School Senior Project Program, and we are looking forward to hosting student mentorships again in 2022. Partnering with the Mass Municipal Association’s Mass Town Careers Program, the Human Resources Office will also begin outreach by participating in career fairs and reaching out to career development offices of local colleges and universities by sharing our postings with their students/alumni.



Benefits Administration – We strive to offer the most comprehensive and cost-effective health insurance benefits to our employees and retirees. Our insurance partner, the Massachusetts Inter-local Insurance Association, is the largest municipal insurance in the country. In addition to excellent service, they provide high quality training and risk assessment to help us keep our short and long-term rates low. NFP Benefits Manager Gloria Congram administers our entire benefits program for both active employees and retirees. Open Enrollment occurs in May of each year offering many options, including:



- *BCBS Blue New England*
- *BCBS Blue Care Elect Preferred*
- *BCBS Dental Blue*
- *BCBS Medex 2 / Medicare RX*
- *BCBS Managed Blue for Seniors*
- *Boston Mutual Life Insurance*
- *BCBS Blue 20/20 Vision*
- *Aflac Ancillary Group Plans*

Gloria has Town Hall office hours on Tuesdays from 12:00pm – 6:00pm and can also be reached at 978-897-1307 or gcongram@townofmaynard.net.



We also want to thank the members of our Insurance Advisory Committee (IAC) for their dedication, participation and feedback in monthly educational meetings.

Workers Compensation/Injured on Duty (IOD): Although we work hard to work with our MIIA partners to offer staff safety training, accidents do happen. From initial reporting to return to duty, the HR office oversees our workers compensation and IOD process.

Unemployment: As reported in the news, unemployment claims were on the rise across the country in 2021, and so were fraudulent claims. Thankfully, our vigilance foiled attempts at fraudulent claims filed on behalf of several town employees.

Family Medical Leave Act (FMLA): Although municipalities are exempt from the new Paid FMLA laws, we are required to arrange for unpaid leave for our employees, and it falls to the HR office to administer the FMLA process. As a result of the Family First Coronavirus Response Act (FFCRA), we also administered the resulting Emergency Paid Sick Leave (EPSL) process. This temporary state statute, extended to April 2022, provides for up to one week of paid leave for employees to:

- take care of themselves or get medical treatment due to a COVID-19 diagnosis or symptoms, or to get or recover from a COVID-19 immunization,
- quarantine as required by a local, state, or federal public official, a health authority having jurisdiction, the employee’s employer, or a health care provider, or
- care for a family member in any of the above situations.

We have been able to take care of many of our employees under this statute, and we will be seeking reimbursement through the state’s online system in 2022.

Training/Development – The Human Resources Office has been tasked with efforts to support professional development of our employees. Despite the pandemic, through partnered training programs with the Massachusetts Interlocal Insurance Association (MIIA) and the cooperation of all town departments, we were able to secure liability insurance credits representing an overall savings in premiums.

Wellness: Amidst the pandemic, the Human Resources Department also focused on offering virtual and online wellness initiatives for all Town and Schools employees. Some of the highlights during 2021 include:

- *Budgeting and Retirement Planning*
- *Weight Loss Challenges*
- *Sleep Improvement Programs*
- *Healthy Recipes/Cooking Classes*
- *Yoga and Meditation through OmPractice*
- *Home Office Plants & Gardening*
- *Remote Workspace Best Practices*



- *Navigating Stress and Anxiety During COVID through Learn to Live*
- *Online Fitness Classes*
- *Tobacco Cessation Programs*

Thought training feedback and opinion surveys, the HR Manager continues to work with MIIA Wellness leaders and Maynard employees to gather fresh ideas and bring new and engaging, cost-effective programs to our employees. It is our hope that by encouraging our employees to maintain a healthy lifestyle, while best taking advantage of the programs available to them, we will all see positive impacts.

Due to the lack of in-person programs in 2021 as a result of the ongoing pandemic, MIIA offered a Wellness Grant Opportunity to participating cities and towns. Maynard applied for and was granted \$20,000 to take part in a department head leadership development series. *Ready, Set, Lead!* developed and facilitated by Cally Ritter, a licensed clinical social worker and principal leadership development facilitator at Positive Ripple Training and Consulting, and Executive Coach Adam Sutton, founder of Working Happier Coaching and Consulting.

Cally and Adam provide us with a needs assessment, training, and resulting leadership tools to move departments forward in overcoming current challenges by strengthening leadership skills in the following areas:

- Emotional Agility and Social Intelligence
- Performance Feedback and Coaching
- Motivation and Engagement
- Communication and Collaboration
- Innovation and Growth Mindset
- Delegation and Decision Making
- Vision and Strategy Implementation



We continue to use gained insights to transform relationships between department heads and consequently managers and staff, fostering a more team-oriented approach to our processes, projects and goals, including but not limited to inclusion, work-life balance, mentoring, coaching, and professional development.

Retirements - While it is always sad to see such talented and dedicated employees moving on, we are happy to see them embark on exciting new adventures, while embracing the opportunity to welcome new employees to the Town or to provide current employees with the ability to expand their careers in Maynard. We wish Library Director Stephen Weiner and Finance Director Michael Guzzo all the best as they embark on their retirement journeys.

Our Retirement Board Executive Director Ken DeMars has Town Hall office hours on Tuesdays and Thursdays from 8:00am – 4:00pm and can also be reached at 978-897-1320 or maynard.retirement@gmail.com.

Respectfully submitted,
Stephanie E. Duggan
Human Resources Manager

TOWN CLERK

Staff:

Joanna Bilotta.....	Town Clerk
Robert Maynard.....	Assistant Town Clerk

The Office of the Town Clerk was very busy in the year of 2021 with the planning, execution, implementation and recording of one election and two town meetings. In addition, the Town Clerk’s Office worked diligently to clean up the voter registration information system street maintenance to align voter addresses with the assessor’s database.

Over the past two years, the office has been working to increase awareness relative to dog licensing and its public health purpose of verification of proper rabies vaccinations. With the implementation of new software, the utilization of an online licensing system and a system of sending email reminders. Our office continues to focus on rebuilding databases and records while creating systematic approaches to processes managed by the Town Clerk’s Office.

I would like to welcome and introduce the new Assistant Town Clerk Robert Maynard, who joined the team On July 26, 2021. All staff are Notaries Public and have the authority to notarize certain documents signed in their presence. In addition to the full-time staff listed above the Town Clerk’s Office continues to utilize the senior tax work off program participants each year and utilizes election worker to provide additional support to the office during elections and the census processing seasons. These additional support systems are instrumental in allowing our office the ability to accomplish all of its responsibilities.

Mission Statement

The Maynard Town Clerk’s Office is committed to providing courteous, competent and efficient service to the Towns People. We are dedicated to the thorough preservation of the Town’s vital records and historical documents for the benefit of future generations. We respect the right to vote as a fundamental civil right and will assure that all elections are conducted in a fair and open manner providing equal access to all citizens. Our office will operate in a modern, professional, and automated environment, with an emphasis on our fiscal responsibility to the taxpayers of Maynard and to comply with all federal, state, and local statutes.

General Powers and Duties

The Maynard Town Clerk is appointed by the Town Administrator and holds the rank of department head. The Town Clerk, supported by staff, has five major functions: Chief Election Officer, Registrar of Vital Records and Statistics, Records Access Officer, Record and Recording Officer and Licensing Officer. In addition, the Town Clerk’s Office manages multiple facets of public body administration relative to management of records that include implementation of the Open Meeting Law and State Ethics Conflict of Interest Laws that were revised in 2010.

Elections & Town Meetings – Chief Election Officer

The Town Clerk acts as the Chief Election Officer, responsible for administering all local, state and federal elections in accordance with Massachusetts & Federal Election Laws and CMR’s.

The Town Clerk's Office handles voter registrations, deletions, party and address changes on a daily basis through the States VRIS system and sends notices to those individuals as required by law. Residents may register to vote in person, by mail or online.

The Town Clerk's Office conducts an annual street list, known as the Town Census, and publishes the results in a permanent record, known as a Street List Book.

The Town Clerk is responsible for the submittal of new or amended bylaws approved at Town Meetings to the Attorney General as prescribed in M.G.L. c. 40 s. 32.

The following voter records were processed in the Town of Maynard in 2021:

Voter Registrations:	New Voters:	571
	Deleted Voters:	341
	Voter Changes:	3645

Census Processing: 1st Mailing: 5,581 households

The total # of registered voters in Maynard on December 31, 2021, was 8,157 voters. The following Elections and Town Meetings were recorded in the Town of Maynard in 2021:

- ANNUAL TOWN ELECTION MAY 8, 2021
- ANNUAL TOWN MEETING MAY 15, 2021
- SPECIAL TOWN MEETING OCTOBER 16, 2021

Results from each Election and Town Meeting in 2021 are provided within this Annual Town Report.

Registrar of Vital Records & Statistics and Burial Agent

The Town Clerk acts as the Town Registrar of Vital Records and Statistics, accepting filings, maintaining records and archiving permanent records of all births, deaths and marriages that occur in Maynard. The Town Clerk is authorized to issue certified copies of birth, death and marriage records that they have on record. The fee for obtaining a certified copy of a vital record is **\$10.00** for the first copy and **\$10.00** for each additional copy (if requested when obtaining first copy).

The Town Clerk issues marriage licenses. Persons wishing to obtain a license must file their intentions with the Town Clerk in person (*except for those cases where one person is in the military or incarcerated*). A license is available to have a ceremony performed three days after filing the intentions to be married and is valid for sixty days from filing the intentions. The cost of a marriage license in Maynard is **\$40.00**.

The following vital records were recorded in the Town of Maynard in 2021:

Vital Records in 2021:

<i>Year</i>	<i>Births</i>	<i>Deaths</i>	<i>Marriages</i>
<i>2017</i>	105	65	40
<i>2018</i>	123	58	44
<i>2019</i>	110	70	36
<i>2020</i>	89	85	21
<i>2021</i>	110	78	9

Licensing Fees 2021

<i>Business Certificates</i>	\$4,040.00
<i>Certified Copies</i>	\$5,880.00
<i>Marriage Intentions</i>	\$320.00
<i>Oil Permits</i>	\$240.00
<i>Raffle Permits</i>	\$20.00
<i>Street Listings</i>	\$48.00
<i>Dog Licenses</i>	\$15,050.00
<i>Miscellaneous</i>	\$530.00
<i>Total:</i>	\$26,128.00

Records Access Officer

The Town Clerk acts as Records Access Officer in accordance with Chapter 121 of the Acts of 2016. The Records Access Officer is responsible for coordinating a response to requests for access to public records, assisting individuals seeking public records in identifying the records requested, and preparing guidelines that enable requestors to make informed requests regarding the availability of such public records electronically or otherwise.

Keeper of Records – Record and Recording Officer

The Town Clerk serves as the custodian of town records and official documents and is responsible for the maintenance, preservation and disposition of all town records. State law provides that the Town Clerk is the official keeper of the Town Seal and the Town's Oath Book. The Town Clerk's Office is required by state law to ensure that town records are readily available for public inspection.

Archival Management

The Town Clerk oversees the execution of policies and orders of the Supervisor of Public Records, and provisions of MGL. C.66. The Office of the Town Clerk, with the assistance of the Records Manager & Compliance Officer, develop and implement procedures, standards and techniques for ensuring adequate custody, preservation, destruction, recovery and accountability of records as part of the town's archival management program.

Public Body Administration

Upon each appointment, all members of a public body are required to be sworn in and acknowledge the receipt of the Open Meeting Law materials and the State Ethics Conflict of Interest Summary, which is done through the Office of the Town Clerk. The Town Clerk's Office in Maynard provides notice of appointment to all appointees and maintains a database with compliance records.

Ethics – Conflict of Interest The Town Clerk acts as Ethics Liaison who is responsible for distributing the ethics summary annually and ensuring that all employees and board and committee members are complying with the state requirements by completing the online training every two years.

Open Meeting Law

The Open Meeting Law requires all public bodies to post their meeting agendas within 48 hours, *excluding* weekends and legal holidays. All postings are done through the Office of the Town Clerk and are posted on the bulletin board at Town Hall and on the town's website. Minutes are also submitted to the Town Clerk for posting to the town's website after approval.

Licensing Officer

In 2021, the following licenses and permits were issued or recorded by the Office of the Town Clerk in the Town of Maynard:

Dog Licenses:	1334
DBA Business Certificates:	101
Raffle Permits:	2
Underground Fuel Storage:	24

All dog owners in the Town must obtain a license for their dog(s) annually. The license period is January 1st December 31st. A license will be issued only if the owner has evidence of a rabies vaccination, which is valid as of the date of issuance. The fee for a dog license is **\$10.00** for a spayed or neutered dog, **\$15.00** for unaltered. A late fee of **\$25.00** is added if the dog is not licensed before March 1st or within 60 days of arrival to the Town of Maynard or obtaining the dog(s). Owners of unlicensed dogs are also subject to a citation in accordance with Chapter 24 of the bylaws of the Town of Maynard. If you have four or more dogs, you must receive permission from the Animal Control Officer or Animal Inspector before obtaining a kennel license from the Town Clerk's Office.

DBA Business Certificates

All "doing business as" or "DBA" Business Certificates are filed with the Town Clerk. Once filed, a DBA certificate is valid for four years. The fee for filing is **\$40.00**.

Underground Fuel Storage

All Underground fuel storage tanks over one thousand (1,000) gallons within the Town of Maynard are filed with the Town Clerk, per M.G.L., CH.40, S21. The annual fee for a fuel certificate is **\$10.00**.

Raffle Permits

Although Massachusetts General Laws prohibit most forms of gambling in the Commonwealth, an exception under M.G.L. c. 271, s. 7A and its implementing regulations, 940 CMR 12, allow for some nonprofit organizations to be permitted to hold certain gaming activities through raffles and bazaars in order to fundraise. A nonprofit organization which can show it has been operating in the Town of Maynard for two or more years and has a charitable or civic purpose may apply for a raffle permit. The raffle permit fee in the Town of Maynard is **\$10.00**.

The Town Clerk's Office embraces its role as the gateway where citizens seek information and assistance on all aspects of local and state government.

Respectively submitted,

Joanna Bilotta
Town Clerk

MAYNARD TOWN ELECTION - 8 MAY 2021					
CANDIDATE	Precinct	Precinct	Precinct	Precinct	Total
	1	2	3	4	
<i>Total Votes includes all non-blank votes cast for candidates for an office, including write-ins. Total Ballots includes all ballots cast, including votes for candidates, write-ins, and blanks.</i>					
MODERATOR					
Richard Downey	125	123	135	87	470
Write-In	0	2	1	2	5
TOTAL VOTES	125	125	136	89	475
Number of Blank Votes	17	20	22	14	73
TOTAL BALLOTS	142	145	158	103	548
SELECT BOARD					
Armand Diarbekirian	110	111	122	83	426
Justine St. John	128	118	133	86	465
Write-In	4	6	6	4	20
TOTAL VOTES	242	235	261	173	911
Number of Blank Votes	42	55	55	33	185
TOTAL BALLOTS	284	290	316	206	1096
LIBRARY TRUSTEE					
Sally Bubier	129	129	143	90	491
Write-In	2	2	1	0	5
TOTAL VOTES	131	131	144	90	496
Number of Blank Votes	11	14	14	13	52
TOTAL BALLOTS	142	145	158	103	548
SCHOOL COMMITTEE					
Elizabeth Albota	110	104	115	75	404
Hilary Griffiths	92	84	105	81	362
Toni Hammond	47	64	62	32	205
Write-In	1	3	5	0	9
TOTAL VOTES	250	255	287	188	980
Number of Blank Votes	34	35	29	18	116
TOTAL BALLOTS	284	290	316	206	1096
HOUSING AUTHORITY					
Judith Peterson	126	122	138	87	473
Write-In	0	3	0	0	3
TOTAL VOTES	126	125	138	87	476
Number of Blank Votes	16	20	20	16	72
TOTAL BALLOTS	142	145	158	103	548

Comments (Finance Committee): Passage of this article would re-allocate unspent Community Preservation funds from previous fiscal years to specific areas within the Community Preservation Fund. The Town's Community Preservation Committee (CPC) designated amounts based on guidance from Massachusetts General Laws (M.G.L.) Chapter 44B.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 3 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED UNANIMOUSLY.

**ARTICLE: 4 ADOPT MASSACHUSETTS GENERAL LAW
CHAPTER 40, SECTION 8J**

To see if the town will vote to accept the provisions of Massachusetts General Law Chapter 40, Section 8J, establishing an Americans with Disabilities Acts (ADA) Commission and amend the General Bylaws as follows:

Add a new Chapter 43, Americans with Disabilities Acts (ADA) Commission.

Section 1. Membership:

- a. There shall be an Americans with Disabilities Acts (ADA) Commission which shall consist of at least five (5) members which shall be appointed by the Select Board. The terms of the first members of said commission shall be for one, two or three years, and so arranged that the term of one-third of the members expires each year, and their successor shall be appointed for terms of three years each.
- b. A majority of said commission members shall consist of people with disabilities, one member shall be a member of the immediate family of a person with a disability and one member of said commission shall be either an elected or appointed official of that city or town.
- c. Any member of said commission may, after a public hearing, if so requested, be removed for cause by the appointing authority.
- d. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.
- e. The chairperson and other officers shall be chosen by a majority vote of said commission members.

Section 2. Purpose and Authority:

- a. It shall be the purpose of the Commission to cause the full integration and participation of people with disabilities in the town.
- b. The Commission shall (i) research local problems of people with disabilities; (ii) advise and assist municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities; (iii) coordinate or carry out programs designed to meet the problems of people with disabilities in coordination with programs of the Massachusetts Office on Disability; (iv) review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of said city or town as they affect people with disabilities; (v) provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to

disability; (vi) coordinate activities of other local groups organized for similar purposes.

Section 3. Operations:

- a. The Commission shall keep records of its meetings and actions and shall file an annual report which shall be printed in the town annual report and shall have at least ten meetings annually.
- b. The Commission may receive gifts of property, both real and personal, in the name of the town, subject to the approval of the Select Board such gifts to be managed and controlled by said commission for the purposes of this section.

To do or act thereon.

SPONSORED BY: ADA Commission
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) In order for the state to officially recognize the ADA Commission the town needs to officially adopt M.G.L. Chapter 40, section 8J. Without the adoption we cannot enact other M.G.L.s to help the ADA Commission, such as M.G.L. Chapter 40, Section 22G. M.G.L. Chapter 40, Section 22G makes part or all the fines that are for illegal parking in Handicap Parking to go into an account for improvements in accessibility throughout town. An approval to officially adopt M.G.L. Chapter 40, Section 8J would not add any financial burden to the town and can open the pathways for the town to get state funded grants to make accessibility improvements.

Comments (Finance Committee): Passage of this article would adopt Massachusetts General Law (M.G.L.) Chapter 40, section 8J, and allow for creation of a state-recognized Americans with Disabilities Act (ADA) Commission in the Town. This committee will be made up of volunteers and Town employees and will not add additional full-time employees (FTEs). It will allow the Town to pursue ADA improvements through state grants and certain fines, such as those gathered from illegal parking in Handicapped spaces (see Article 5). Costs associated with this commission are expected to be offset by these grants/fines and will benefit accessibility within the community.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 4 as printed in the warrant, except the words, "to do or act thereon."

MOTION WAS SECONDED.

MOTION PASSED UNANIMOUSLY.

ARTICLE: 5 AMEND BY-LAW CHAPTER 18: HANDICAPPED PARKING

To see if the town will vote to Amend the Town By-Law by deleting the following passage in Chapter 18 General Section 5B,

“Ch. 40, Section 21, Clause 34; for the first offense, fifteen dollars (\$15); for the second offense, twenty-five dollars (\$25); and for each subsequent offense, the vehicle may be removed according to the provisions of Section 120D of Massachusetts General Law, Ch. 266, as amended.”

and replace it with,

“Ch. 40, Section 21, Paragraph 24, a fine of two hundred dollars (\$200) and shall provide for the removal of the vehicle in accordance with G.L. Ch. 40 Section 22D.”

To do or act thereon.

SPONSORED BY: By-Law Committee
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): It was found that the fine for a handicapped parking violation did not comply within the range of fines specified in Massachusetts General Law Ch. 40 Section 21. The Maynard Police Department has been enforcing a fine of \$200, in accordance with state law and the change to the By-Law is to reflect current practice.

Comments (Finance Committee): Passage of this article would revise outdated Town By-Law text to reflect current range of fines and actions specified in Massachusetts General Law (M.G.L.) Chapter 40, Section 21, in accordance to handicapped parking violations. The Finance Committee supports updating this article language to be aligned with current state law.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 5 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED UNANIMOUSLY.

ARTICLE: 6 SALARY ADMINISTRATION PLAN

To see if the Town, under the authority of M.G.L. Chapter 41 Section 108A, will vote to amend the Maynard Salary Administration Plan Salary Table:

Appendix B: Salary Table

	<i>Minimum</i>	<i>Maximum</i>
Full-Time Employees	\$20.00	\$45.00
Part-Time Employees (no less than MA minimum wage)	\$13.50	\$40.00
Part-Time Specialized (i.e. certified/licensed)	\$20.00	\$50.00
Veterans' Agent	Annually	\$10,082.00
Inspector of Animals	Annual Stipend	\$105.00
Registrar of Voters	Annual Stipend	\$105.00

Clerk, Registrar of Voters	Annual Stipend	\$515.00
Moderator	Annual Stipend	\$75.00

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Part-time Employee minimum wage has been increased from \$12.75 per hour to \$13.50 per hour, staying current with Massachusetts Minimum Wage. Veterans' Agent annual salary has been increased by a 2% cost of living allowance (COLA) from \$9,884.00 to \$10,082.00.

Comments (Finance Committee): This is an annual procedural article to adjust the salary table and other terms in the Town's Salary Administration Plan.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 6 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED.

Sent to the Attorney General's Office on May 18, 2021 for approval.

ARTICLE: 7 TOWN GENERAL FUND BUDGET FISCAL YEAR 2022

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide to meet the salaries and wages of Town Officers and employees, expense, and outlays of the Town Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the Town for Fiscal Year 2022 (July 1, 2021 – June 30, 2022) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$3,535,866.00
Public Safety	\$5,116,894.00
Public Works	\$2,152,847.00
Cultural & Recreation	\$601,344.00
Education - Assabet	\$1,250,559.00
Employee Benefits	\$8,767,577.00
Debt Service	\$4,181,171.00
Reserve Fund	\$250,000.00
Total General Fund Expenses	<u>\$46,992,519.00</u>

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$46,992,519.00

FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): See Attachment Appendix “A” – the appendix information is only a guide and is non-binding except to the single raise and appropriation vote of **\$46,992,519.00** The categories noted above are for explanation purposes.

Comments (Finance Committee): Passage of this article would adopt the proposed Town General Fund Budget for Fiscal Year 2022 (FY22) in the amount of \$46,992,519.00 The break-down by nine major Town functions in the table above, which shows how the budget is to be allocated to various purposes, is in line with prior Town budgets. The Finance Committee believes that the proposed budget balances revenues and expenditures and addresses the municipal services priorities established by the Select Board and School Committee, in consultation with the Town Administrator and the Finance Committee. *(Please refer also to Appendix A in the Warrant for more general comments and context.)*

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 7 as printed in the warrant, except the words, "to do or act thereon". MOTION WAS SECONDED.

MOTION TO AMEND: Janice Jones, 26 Nick Lane, moved to amend the main motion by striking the fine amount of \$200.00 and replacing the fine amount to \$100.00

MOTION WAS SECONDED.
MOTION TO AMEND THE MAIN MOTION FAILED

MOTION ON THE MAIN MOTION PASSED.

Sent to the Attorney General's Office on May 18, 2021

ARTICLE: 8 CERTIFIED FREE CASH APPROPRIATION

To see if the town will vote to appropriate from available free cash the following amounts for designated purposes:

Snow & Ice Deficit	\$ 300,000.00
Capital Stabilization	\$ 19,579.00
General Stabilization	\$ 300,000.00
OPEB	\$ 25,000.00
Public Works Truck	\$ 40,000.00
Police Cruiser	\$ 45,000.00
School District Wi Fi	\$ 72,000.00
Maynard Public School Bathrooms	<u>\$ 40,000.00</u>
Total Requested Appropriation	<u>\$ 841,579.00</u>

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$841,579.00
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Free Cash is taxpayer money that has not been appropriated for spending. Traditionally, Maynard uses these funds to pay for one-time items or events, like a deficit in the snow and ice budget or a capital project. All the capital items listed above have been prioritized by the Capital Planning Committee. The recommendation for the General Stabilization transfer serves towards replenishing this fund following the already committed withdrawal for the cost of a feasibility study to replace or renovate the Green Meadow Elementary School. The one-time capital proposals include purchasing a police cruiser; purchasing a public works truck at a discount from the Housing Authority; funding the renovations of bathroom facilities in schools; and, completing the second of a two-year upgrade to the “Wi-Fi” across the entire school-district.

Comments (Finance Committee): Passage of this article would appropriate the stated amounts (totaling \$841,579) from available Free Cash. This article continues the best practice of using Free Cash for one-time expenses (such as snow and ice deficit) and prioritized capital projects. The Finance Committee strongly supports the return of \$300,000 to General Stabilization, to restore a portion of the funds withdrawn by Fall 2020 Special Town Meeting to pay for the Green Meadow Elementary School feasibility study, as well as allocation of \$19,579 to the Capital Stabilization fund as a prudent measure of setting aside funds for future capital projects.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 8 to authorize the total expenditures for the following revolving funds pursuant to MGL Chapter 44, Section 53E h for the fiscal year beginning July 1, 2021 (FY22) to be expended in accordance with the bylaws heretofore approved.

Revolving Fund	Spending Limit
Conservation Commission - Wetlands Bylaw Consultant Fees	\$25,000.00
Planning Board - Site Plan Review	\$25,000.00
Disposal - Drop Off Center	\$15,000.00
Board of Health - Licensing Fees	\$25,000.00
Council on Aging - COA Van Service	\$70,000.00
Sealer of Weights & Measures	\$5,000.00
Electrical/Wiring Inspection Services	\$65,000.00
Plumbing & Gas Inspection Services	\$60,000.00
Municipal Permitting	\$40,000.00
Recreation	\$20,000.00
TOTAL OF ALL REVOLVING FUNDS	\$350,000.00

(Note: Electric Vehicle Charging Stations, \$20,000.00 was removed)

MOTION WAS SECONDED.
MOTION PASSED.

ARTICLE: 9 ESTABLISH REVOLVING FUND FOR ELECTRIC VEHICLE CHARGING STATIONS PER MGL CHAPTER 44, SECTION 53E1/2

To see if the Town will amend Chapter 36 Section 5 of the Town By-Laws by adding a Electrical Vehicle

Charging Station Revolving Fund to the Table established under and governed by MGL Chapter 44, Section 53E ½.

Revolving Fund	**Authorized Department to Spend	Revenue Source	Use of Fund	Fiscal Years
Electrical Vehicle Charging Stations	Department of Public Works	Fees for charging station use	Maintenance, improvements, and utility costs associated with the electrical vehicle charging stations	Fiscal Year 2021 and subsequent years

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Plans to install new electric vehicle charging stations include consideration of fees for the stations' use. Collected revenue could be used by the Department of Public Works (DPW) to fund the maintenance, improvements, and utility costs applicable to the stations.

Comments (Finance Committee): Passage of this article would establish a revolving fund to manage (a) fees collected for using electric vehicle charging station and (b) expenditures to support the maintenance, improvements, and utility costs associated with the electrical vehicle charging stations. The Select Board is exploring options for the installation of new fee-based electric vehicle charging stations in various locations throughout Maynard. Revenue from any electric vehicle charging stations would be collected into this revolving fund where expenditures may only be utilized for its specific stated uses; in this case, maintenance, improvements, and utility costs associated with the electrical vehicle charging stations. A revolving fund provides flexibility to deposit funds and pay expenditures across fiscal years; this is of benefit for larger expenses. The Finance Committee supports the establishment of a revolving fund for this purpose because it would reduce the need for future capital spending on the electric vehicle charging stations.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 9 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED.

**ARTICLE: 10 AUTHORIZE REVOLVING FUNDS
 PER MGL CHAPTER 44, SECTION 53E1/2**

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to MGL Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2021 (FY22) to be expended in accordance with the bylaws heretofore approved.

Revolving Fund	Spending Limit
Conservation Commission - Wetlands Bylaw Consultant Fees	\$25,000.00
Planning Board - Site Plan Review	\$25,000.00
Disposal - Drop Off Center	\$15,000.00
Board of Health - Licensing Fees	\$25,000.00
Council on Aging - COA Van Service	\$70,000.00
Sealer of Weights & Measures	\$5,000.00
Electrical/Wiring Inspection Services	\$65,000.00
Plumbing & Gas Inspection Services	\$60,000.00
Municipal Permitting	\$40,000.00
Recreation	\$20,000.00
Electric Vehicle Charging Stations	\$20,000.00
TOTAL OF ALL REVOLVING FUNDS	\$370,000.00

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Revolving funds provide the flexibility to deposit funds and pay expenditures across fiscal years. The Town Meeting has previously established the funds listed above with specific allowed purposes and this article authorizes each fund's annual revolving limit.

Comments (Finance Committee): This is annual procedural article to authorize revolving funds in the amounts detailed in the article, so that the Town can collect and disburse money for certain stated purposes.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 10 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.
 MOTION PASSED.

**ARTICLE: 11 SEWER ENTERPRISE FUND BUDGET
 FISCAL YEAR 2022**

To see if the town will vote to recommend that the following sums be appropriated to operate the Sewer Enterprise Fund, in accordance with the provisions of M.G.L. c. 44 § 53F ½. Such sums of money as may be necessary, together with revenue from the Sewer Enterprise Fund operations, to defray the expenses for Fiscal Year 2022 (July 1, 2021 – June 30, 2022).

TOTAL REVENUES	\$ 3,521,138.00
EXPENSES - DIRECT	
Sewer - Salaries	\$ 293,196.00
Sewer – Expense	\$ 308,193.00
Sewer - Capital	\$ 295,456.00
Sewer - Long Term Debt Principal	\$ 639,440.00
Sewer - Long Term Debt Interest	\$ 179,896.00
Sewer - Waste Water Treatment Plant Expense	\$ 1,277,739.00
TOTAL EXPENSES - DIRECT	\$ 2,993,920.00
EXPENSES - INDIRECT	
Insurance - Health/Life/Unemployment	\$ 185,427.00
Retirement	\$ 15,668.00
Shared Employee Costs	\$ 326,123.00
TOTAL EXPENSES - INDIRECT	\$ 527,218.00
TOTAL FY2022 BUDGET	\$ 3,521,138.00

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$2,993,920.00
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): The Fiscal Year 2022 (FY22) Sewer Enterprise Budget is a 5% increase from Fiscal Year 2021. The increase in FY22 Sewer Enterprise Fund Budget is a result of rising expenditures due to several factors including contract services, collective bargaining, state and federal unfunded mandates, and increased need for capital improvements to collection and treatment.

Comments (Finance Committee): Passage of this article would adopt the proposed Sewer Enterprise Fund Budget for FY22, total \$3,521,138, and appropriate \$2,993,920 for Direct Expenses. (While the \$527,218 in Indirect Expenses is appropriated through the Town General Fund Budget in Article 7, this amount is reimbursed by the Sewer Enterprise Fund.) The Finance Committee supports the increase in the Sewer Enterprise Fund budget, as it reflects needed spending for operating expenses and sewer infrastructure.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 11 as printed in the warrant, except the words, "to do or act thereon".

MOTION SECONDED.

MOTION PASSED YES: 72 NO: 4

**ARTICLE: 12 WATER ENTERPRISE FUND BUDGET
FISCAL YEAR 2022**

To see if the town will vote to recommend that the following sums be appropriated to operate the Water Enterprise Fund, in accordance with provisions of M.G.L. c. 44 §53F ½ such sums of money as may be necessary, together with revenue from Water Enterprise Fund operations, to defray the expenses for FY2022 (July 1, 2021 – June 30, 2022).

TOTAL REVENUES	\$ 2,272,248.00
EXPENSES - DIRECT	
Water - Salaries	\$ 326,325.00
Water – Expense	\$ 793,317.00
Water - Capital	\$ 158,482.00
Water – Long Term Debt Principal	\$ 556,481.00
Water – Long Term Debt Interest	\$ 130,593.00
TOTAL EXPENSES - DIRECT	\$ 1,965,198.00
EXPENSES - INDIRECT	
Insurance - Health/Life/ Unemployment	\$ 96,548.00
Retirement	\$ 10,446.00
Shared Employee Costs	\$ 200,056.00
TOTAL EXPENSES - INDIRECT	\$ 307,050.00
TOTAL FY2022 BUDGET	\$ 2,272,248.00

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$1,965,198.00
FINCOM RECOMMENDATION:	Recommends

Comments (Sponsor): The Fiscal Year 2022 (FY22) Water Enterprise Budget is a 6% increase from Fiscal Year 2021. The increase in Fiscal Year 2022 Water Enterprise Fund Budget is a result of rising expenditures due to several factors including contract services, collective bargaining, state and federal unfunded mandates, and increased need for capital improvements to distribution and treatment. Including debt service for the #4 Water Treatment Facility upgrades to support the installation of the utilities new water source, Well “4A”.

Comments (Finance Committee): Passage of this article would adopt the proposed Water Enterprise Fund Budget for FY2022, total \$2,272,248, and appropriate \$1,965,198 for Direct Expenses. (While the \$307,050 in Indirect Expenses is appropriated through the Town General Fund Budget in Article 7, this amount is reimbursed by the Water Enterprise Fund.) The Finance Committee supports the increase in the Water Enterprise Fund budget, as it reflects needed spending for water infrastructure, including debt service for the #4 Water treatment facility upgrades.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 12 as printed in the warrant, except with the following changes:
 Add a new line between "Cultural & Recreation" and "Education - Assabet" to say "Education - Maynard \$21,136,261.00"

General Government	\$3,535,866.00
Public Safety	\$5,116,894.00
Public Works	\$2,152,847.00
Cultural & Recreation	\$601,344.00
Education — Maynard	21,136,261.00
Education -	\$1,250,559.00
Employee Benefits	\$8,767,577.00
Debt Service	\$4,181,171.00
Reserve Fund	\$250,000.00
	<hr/>
Total General Fund Expenses	<u>\$46,992,519.00</u>

And remove the words, "to do or act thereon".

MOTION WAS SECONDED

MOTION PASSED YES: 72 NO: 4

**ARTICLE: 13 COMMUNITY PRESERVATION RESERVE FUND
 APPROPRIATIONS FISCAL YEAR 2021**

To see if the town will vote to appropriate from Community Preservation Funds the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, with each item to be considered a separate appropriation, in accordance with the requirements of Massachusetts General Laws Chapter 44B.

Appropriations:

From the Budgeted Reserve Fund the amount of **\$10,500.00** for membership dues to the Regional Housing Services Office.

From the Community Housing Reserve Fund the amount of **\$28,000.00** for the Maynard Affordable Housing Trust Fund.

From the Historic Preservation Reserve Fund the amount of **\$10,000.00** for the Restoration of Historic Gravestones project, with unexpended funds as of June 30, 2023 being returned to their funding source.

From the Budgeted Reserve Fund the amount of **\$101,717.00** for the Marble Farm Park and Historic Site project, with unexpended funds as of June 30, 2023 being returned to their funding source.

From the Open Space Reserve Fund, the amount of **\$20,000.00** for the Conservation Trust Fund.

To do or act thereon.

SPONSORED BY: Community Preservation Committee
 APPROPRIATION: \$170,217.00
 FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): The funding for these projects comes from a 1.5% real estate tax surcharge on residential properties and a partial state match. Applications for projects can come from community groups and town departments. Project eligibility to use this funding is defined by state Community Preservation Act legislation.

- The Regional Housing Services Office Membership will help the Town effectively implement, administer, and monitor affordable housing projects.
- The funding for the Maynard Affordable Housing Trust will add to funds provided in previous years to support initiatives to create affordable housing in Maynard.
- The Restoration of Historic Gravestones project will fund the restoration of additional historic gravestones located in Glenwood Cemetery in preparation for Maynard’s Sesquicentennial celebrations this year.
- The Marble Farm Park and Historic Site project will fund the creation of a public park. The plan includes landscaping and the installation of fencing and other elements that will ensure the site is safe to the public, while still allowing visitors to admire the historic foundations and learn about the history of the Marble Farm Homestead.
- The funding for the Conservation Fund will add to funds provided in past years to support efforts to purchase property for conservation land protection.

Comments (Finance Committee): Passage of this article would appropriate \$170,217 in FY2021 Community Preservation Funds to five projects, as detailed in the article. The funds in this article were collected through the Town’s Community Preservation Act (CPA) real estate tax surcharge, and this vote is needed for those funds to be used. The Town’s Community Preservation Committee (CPC) oversees these funds and makes recommendations to Town Meeting voters on appropriations. The Finance Committee believes that the CPC has properly vetted these projects and that these projects provide long-term enhancements to our Town while keeping incurred future expenses to a minimum. *(Please refer also to the Sponsor’s Comments in the Warrant.)*

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 13 as printed in the warrant, except the words, "to do or act thereon".

MOTION SECONDED.

MOTION PASSED YES: 72 NO: 4

ARTICLE: 14 COMMUNITY PRESERVATION FUND BUDGET FISCAL YEAR 2022

To see if the Town will vote to appropriate or reserve from Fiscal Year 2022 (FY22) Community Preservation Fund revenues in the amounts recommended by the Community Preservation Committee (CPC), with each item to be considered a separate appropriation:

Appropriations:

Administrative & Operating Expenses	\$ 10,000.00
Long-Term Debt - Principal	\$110,000.00
Long-Term Debt - Interest	\$ 16,300.00

Reserves:

Historic Preservation Reserve	\$ 30,000.00
Open Space Reserve	\$ 30,000.00
Community Housing Reserve	\$ 30,000.00
Budgeted Reserve	\$ 73,700.00

TOTAL FY2022 BUDGET **\$300,000.00**

To do or act thereon:

SPONSORED BY: Community Preservation Committee
APPROPRIATION: \$300,000.00
FINCOM RECOMMENDATION: Recommends

Comments (Sponsor Comments): Community Preservation Fund monies come from a 1.5% real estate tax surcharge on Maynard residential properties and a partial state match. This article authorizes the FY22 amounts to be added to the community preservation reserve funds. The funds can be used to support a variety of community projects, as defined by state Community Preservation Act legislation. Applications for projects are reviewed annually, generally in the fall, and can come from community groups and town departments. This article also includes funding to cover ongoing debt payments on the municipal golf course land, which was purchased as a Community Preservation Fund project.

Comments (Finance Committee): Passage of this article would authorize \$300,000 in FY2022 Community Preservation Funds to be appropriated or reserved as recommended by the Town’s Community Preservation Committee (CPC), as detailed in the article. This budget is based on the projection of revenue collected through the Community Preservation Act (CPA) real estate tax surcharge. The CPA program continues to be a valuable source of revenue to our Town with the benefit of the state partial match of funds, which was set at 17.7% base state match for FY2021 (FY2022 match forthcoming). CPA funds can be used for designated uses only, and the CPC has distributed the anticipated monies according to the rules set forth by the CPA.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 14 to amend Chapter 36 Section 5 of the Town By-Laws by adding an Electrical Vehicle Charging Station Revolving Fund to the Table established under and governed by MGL Chapter 44, Section 53E h and to authorize a total expenditure of \$20,000.00 for said fund.

as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED UNANIMOUSLY.

Sent to the Attorney General's Office on May 18, 2021 for approval.

ARTICLE: 15 **AMBULANCE RECEIPTS TRANSFER**

To see if the town will vote to transfer the sum of \$79,413.00 from Fund 3017 Ambulance Receipts Reserved for Appropriation to pay for the second year of the five-year lease appropriated at the June 2020 Town Meeting for

the purchase of an ambulance.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: \$79,413.00
FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): This is the second payment in a five-year plan to lease purchase an Ambulance to purchase a new ambulance to allow the fire department to move the existing 2013 ambulance to reserve status. Ambulances are the busiest vehicles in most fire department fleets and are typically replaced about every six-year's or even less based on the condition of the vehicle.

Comments (Finance Committee): Passage of this article would appropriate \$79,413 for the second year of a five-year lease-to-purchase agreement on a new ambulance, authorized by voters during the June 2020 Annual Town Meeting. A lease/purchase arrangement was viewed as a more balanced option for acquiring a new vehicle, given the other financial demands on the Town. Furthermore, the lease payments will be covered by the income derived from ambulance services.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 15 as printed in the warrant, except the words, "to do or act thereon".

MOTION SECONDED.

MOTION PASSED YES: 73 No: 3

ARTICLE: 16 GOLF COURSE MANAGEMENT CONTRACT TERMS LENGTH

To see if the Town will vote to authorize the Select Board, to negotiate and enter into a contract with the most appropriate vendor in respect to management of the Maynard Municipal Golf Course, through an equitable and fair process, for three (3) or more years but not greater than seven (7) years.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Per the state's procurement laws, contracts with terms longer than three years require Town Meeting approval. It is advantageous to the town to have the option to negotiate a longer contract than three years. Procurement procedures will be followed to negotiate a contract for the management of the course with the most advantageous, reputable, and responsible company.

Comments (Finance Committee): Passage of this article would provide for the continued management and maintenance of the Town's golf course by procuring these services under a longer-term contract than is currently authorized. The Finance Committee supports this article because its passage would enable the Select Board to seek out the best management and terms that are reflective of today's market. Additionally, the golf course is self-sustaining and has no financial impact on the Town's budget, and

necessary for the operation of water treatment and distribution services and to meet said appropriation to authorize the Town Treasurer, with Approval of the Select Board, to borrow \$1,000,000.00 under M.G.L Chapter 44, or any other enabling authority.

<u>PURPOSE</u>	<u>AMOUNT</u>
Water Treatment #4 Facility Capital Improvements	\$1,000,000.00
TOTAL APPROPRIATION	\$1,000,000.00

To do or act thereon.

SPONSORED BY:	Department of Public Works
APPROPRIATION:	\$1,000,000.00
FINCOM RECOMMENDATION:	Recommends

Comments (Sponsor): The Town of Maynard has identified the need to pursue additional drinking water sources. The town has worked closely with state regulatory agencies, local officials, and water engineering experts to identify appropriate solutions to meet the current water demand for the town. This article asks the town to approve funding for water treatment facility repair / replace / upgrade to our current water treatment facility #4 to support the installation of the utilities new water source well 4A. The installation of well 4A and treatment plant upgrades are phase one of the towns long-term water utility capital plan. These are all items which need to be completed to ensure the town can continue to provide safe drinking water and fire protection for the residents and business in Maynard.

Comments (Finance Committee): Passage of this article would authorize the Select Board to borrow the sum of \$1,000,000 for needed capital improvements to the Water Treatment #4 Facility. Debt service would be funded through the Town's Water Enterprise Fund. (Please refer also to the Sponsor's Comments in the Warrant.)

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 18 to appropriate the sum of \$1,000,000.00 to be expended by the Select Board to procure, purchase and construct equipment necessary for the operation of water treatment and distribution services and to meet said appropriation to authorize the Town Treasurer, with Approval of the Select Board, to borrow \$1,000,000.00 under M.G.L Chapter 44, or any other enabling authority and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c. 44, 520, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 72 NO: 1

ARTICLE: 19 AMEND ZONING BY-LAW, SECTION 9.1 FLOOD PLAIN DISTRICT

To see if the town will vote to amend the Town's Zoning By-laws as follows:

Replace Section 9.1 Flood Plain District in its entirety so that it reads:

9.1 Floodplain District

9.1.1 Purpose. The purpose of the Floodplain District is to:

1. Ensure public safety through reducing the threats to life and personal injury.
2. Eliminate new hazards to emergency response officials.
3. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding.
4. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding.
5. Eliminate costs associated with the response and cleanup of flooding conditions.
6. Reduce damage to public and private property resulting from flooding water.

9.1.2 Location. The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Maynard designated as Zone A, AE, AH, AO, or A99 on the Middlesex County Flood Insurance Rate Map (FIRM) dated July 6, 2016 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations as shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report July 6, 2016. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, the Building Commissioner, and Conservation Commission.

9.1.3 Abrogation and greater restrictions. The floodplain management regulations found in this Floodplain District section shall take precedence over any less restrictive conflicting local laws, ordinances, or codes.

9.1.4 Disclaimer of Liability. The degree of flood protection required by this zoning bylaw is considered reasonable but does not imply total flood protection.

9.1.5 Severability. If any section, provision, or portion of this by-law is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

9.1.6 Designation of Community Floodplain Administrator. The Town of Maynard hereby designates the position of Building Commissioner to be the official floodplain administrator for the Town.

9.1.7 Requirement to submit new technical data. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within six (6) months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s). Notification shall be submitted to:

FEMA Region I Risk Analysis Branch Chief

99 High St., 6th Floor, Boston, MA 02110 And a

copy of notification to:

Massachusetts NFIP State Coordinator

MA Dept. of Conservation and Recreation, 251 Causeway Street, Boston, MA 02114

9.1.8 Variances to Building Code floodplain standards. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance and will maintain this record in the community's files.

The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain District.

9.1.9 Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain zoning by-laws must meet the requirements set out by State law, and may only be granted if:

1. Good and sufficient cause and exceptional non-financial hardship exist;
2. The variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and
3. The variance is the minimum action necessary to afford relief.

9.1.10 Permits are required for all proposed development in the Floodplain District. The Town of Maynard requires a permit for all proposed construction or other development in the Floodplain District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving, and any other development that might increase flooding or adversely impact flood risks to other properties.

9.1.11 Assure that all necessary permits are obtained. The Town's permit review process includes the review of all local, state, and federal permits that will be necessary to carry out the proposed development in the Floodplain District. The proponent must acquire all necessary permits and must submit documentation demonstrating that all necessary permits have been acquired.

9.1.12 Subdivision proposals. All subdivision proposals and development proposals in the Floodplain District shall be reviewed to assure that:

1. Such proposals minimize flood damage.
2. Public utilities and facilities are located and constructed to minimize flood damage.
3. Adequate drainage is provided.

9.1.13 Base flood elevation data for subdivision proposals. When proposing subdivisions or other developments greater than 50 lots or five (5) acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

9.1.14 Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review, and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level, for flood proofing or elevating non-residential structures to or above base flood level, and for prohibiting encroachments in floodways.

9.1.15 Floodway encroachment. In Zones A, AI-30, and AE, along watercourses that have not had a regulatory floodway designated, the available Federal State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zones A, AI-30, and AE, along watercourses that have a regulatory floodway designated on the Town's FIRM or Flood Boundary & Floodway Map encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

9.1.16 Watercourse alterations or relocations in riverine areas. In a riverine situation, the Building Commissioner shall notify the following of any alteration of relocation of a watercourse:

1. Adjacent communities, especially upstream and downstream
2. Bordering states, if affected
3. NFIP State Coordinator
Massachusetts Department of Conservation and Recreation
251 Causeway Street, 8th Floor
Boston, MA 02114
4. NFIP Program Specialist
Federal Emergency Management Agency, Region I
99 High Street, 6th Floor
Boston, MA 02110

9.1.17 AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

9.1.18 Recreational vehicles. In AI-30, AH, and AE Zones, all recreational vehicles to be placed on site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on site for less than 180 consecutive days or be fully licensed and highway ready.

9.1.19 Definitions for the Floodplain District

1. Development. Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]
2. Floodway. The channel of the river, creek or other watercourse and the adjacent

land areas that must be reserved to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

3. Functionally Dependent Use. A use which cannot perform its intended purpose unless it is located or carried out near water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

4. Highest Adjacent Grade. The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

5. Historic Structure. Any structure that is:

- Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

- Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

- Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

- By an approved state program as determined by the Secretary of the Interior or o Directly by the Secretary of the Interior in states without approved programs. [US Code of Federal Regulations, Title 44, Part 59]

6. New Construction. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement.

[Referenced Standard ASCE 24-14]

7. Recreational Vehicle. A vehicle which is: e Built on a single chassis;

- 400 square feet or less when measured at the largest horizontal projection; e Designed to be self-propelled or permanently towable by a light duty truck; and

- Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]

8. Regulatory Floodway - see Floodway.

9. Special Flood Hazard Area. The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A130, A99, AR, AO, or AH. [Base Code, Chapter 2, Section 202]

10. Start of Construction. The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns.

Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

11. Structure. A walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

12. Substantial Repair of a Foundation. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

13. Variance. A grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

14. Violation. The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in S60.3(b)(5), (c)(4), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

To do or act thereon.

SPONSORED BY:	Planning Board
APPROPRIATION:	None
FINCOM RECOMMENDATION	Recommends

Comments (Sponsor): The rewrite of the Floodplain District section of the Zoning By-laws is to ensure that the Zoning By-law contains the necessary and proper language for compliance with the National Flood Insurance Program (NFIP). The Floodplain Zoning by-law is part of a federal requirement for communities that choose to participate in the NFIP. The program enables property owners in participating communities to purchase insurance protection, administered by the government, against losses from flooding. Without these changes, the Town of Maynard will lose its status as a NFIP Massachusetts Community and residents Mhll lose access to the program.

Comments (Finance Committee): Passage of this article would amend the Town's flood plain zoning by-law to be in compliance with the National Flood Insurance Program and would enable Town residents to apply for flood insurance where applicable. The Finance Committee supports this article because there is no financial impact to the Town's budget and provides continuity of the availability of national flood insurance.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 19 as printed in the warrant, except the words, "to do or act thereon".

MOTION SECONDED.

MOTION PASSED YES: 72 NO: 1

Sent to the Attorney General's on May 18, 2021 for approval.

ARTICLE: 20 AMEND ZONING BY-LAW SECTION 3.1.2: MARIJUANA COURIER AND DELIVERY: AND SECTION 11.0 MARIJUANA DEFINITIONS

To see if the town will vote to

1. AMEND SECTION 3.1.2t USE REGULATIONS, TABLE A, "4. BUSINESS USES to allow Marijuana Courier Facilities by right in the "I" and "HCI" Districts, and by Planning Board Special Permit in the "B" District; and Marijuana Delivery Operator Facilities by Planning Board Special Permit in the "B", "CB", "HCI", and "I" Districts. This will amend the Use Regulations Table as depicted below:

4. Business Uses	s-1	s-2			B	CB	HCI	I	GA	OS
<u>Marijuana Courier</u>								Y	N	N
<u>Marijuana Delivery Operator Facility</u>	N	N		N						

*The Special Permit Granting Authority may impose additional conditions and limitations on parking or storage of vehicles used to deliver marijuana as part of the Special Permit Conditions of Approval.

2. AMEND SECTION 11.0 TO ADD THE FOLLOWING DEFINITIONS:

A. MARIJUANA COURIER FACILITY: A Marijuana Courier is an entity licensed to deliver, but not sell, Finished Marijuana Products, Marijuana Accessories and Branded Goods directly to Consumers from a Marijuana Retailer. A Marijuana Courier shall not be considered a Marijuana Retailer under 935 CMR 500.002 or 500.050 and shall be subject to 935 CMR A Marijuana Courier Facility is any building used in the facilitation of, execution Of, or operation of a Marijuana Courier License. A Marijuana Courier Facility does not store any product on site.

B. MARIJUANA DELIVERY OPERATOR FACILITY: Operator is an entity licensed to sell and deliver finished marijuana products and goods directly to consumers but is not authorized to repackage marijuana projects or operate a storefront under its license. A Marijuana Delivery Operator shall not be considered a Marijuana Retailer. For the purpose of this zoning bylaw, the Marijuana Delivery Operator's facility is any building used in the facilitation of, execution of, or operation of a Marijuana Delivery Operator License.

3. AMEND SECTION 11.0, DEFINITION OF "MARIJUANA RETAILER" SOTHATIT READS:

Marijuana Retailer is an entity licensed to purchase and sell and-deliver marijuana and marijuana products from marijuana establishments and to deliver; sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers, as defined the Massachusetts General Laws, Chapter 94G, further provided that Marijuana Retailers may not be considered Retail Business in any other context. A Marijuana Retailer may also deliver marijuana products with a delivery license as authorized under 935 CMR 500 and by a (separate) Special Permit of the Planning Board.

To do or act thereon.

SPONSORED BY: Planning Board
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) These zoning amendments involve defining the different delivery uses and adding them to the use table. In January of 2021, the state passed its most recent updates to the Marijuana Regulations, adding delivery regulations. By adding this information to the local bylaw, we can regulate these uses. This article also amends the currently existing definition for "Marijuana Retailer", referencing that a Marijuana Retailer can also function as a Marijuana Delivery Operator per state regulations. It also replaces the previous use of the word "deliver" with "sell", as when this definition was added to the Zoning by-laws.

Comments (Finance Committee): Passage of this article would amend the Town's Zoning By-Laws as follows: (a) Addition to Section 3.1.2 for use regulations of Marijuana Couriers and Delivery Operators, (b) addition of these use definitions, and (c) modification of the existing Marijuana Retailer definition. The Finance Committee supports this article because the regulated addition of these businesses would increase revenue to the Town while also regulating the operational impacts.

The Marijuana Courier and Delivery Operator definitions and use regulations are being added to allow such facilities in specific locations and enable suitable and appropriate regulation of these specialty businesses separately from that of Marijuana Retailers. This would allow these businesses to obtain licenses in Maynard through the Host Community Agreement process, separate and unique from Marijuana Retail licenses. These businesses would subsequently increase revenue to the Town, and Marijuana Couriers and Delivery Operators sited in other towns but operating in Maynard would have no revenue impact and would not be regulated by the Town. Siting of these businesses within the Town would only be permissible as noted in the Section 3.1.2 Use Table, and specifics of each site would be discussed in accordance with the special permitting process of the Planning Board, as noted. Special permitting allows the Town to assess specific sites and regulate planned operations, if necessary, in order to address parking, traffic, safety, security, etc.

MOTION MADE: Select Chair St. John moved that the Town vote to approve Article 20 as printed in the warrant, except the words, "to do or act thereon" .

MOTION SECONDED.

MOTION PASSED YES 60 NO: 11

Sent to the Attorney General's on May 18, 2021 for approval.

Select Chair St. John moved to dissolve the Annual Town Meeting at 12:57 p.m.

MOTION WAS SECONDED.

MOTION PASSED UNANIMOUSLY. Given under our hands this *6th* day of April in the year of Two Thousand and Twenty-One.

Special Town Meeting, October 16, 2021

At the Special Town Meeting duly called and held at the Mill and Main Parking Lot, Maynard, MA on Saturday, October 16, 2021, at 12:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (75 Voters = quorum); 227 voters were present.

The Town Moderator, Richard "Dick" Downey, called the meeting to order at 12:07 pm.

At the start of the meeting, Moderator Downey requested the voters to approve the voting of the

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YED: 165 NO: 3

ARTICLE: 2 TRANSFER FROM SEWER STABILIZATION FUND

To see if the town will vote to transfer from Sewer Stabilization the sum \$199,132.11 to the Fiscal Year 2022 (FY22) Sewer Enterprise budget for the purpose of supplementing Rotating Biological Contractor (RBC) capital improvements.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: \$199,132.11
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The transfer of Sewer Stabilization funds are to directly address unanticipated emergency repairs associated with the town’s Waste Water Treatment Facilities (WWTF) Rotating Biological Contactor (RBC) treatment equipment failure. The need for immediate repairs is to mitigate the failure of our permitted allowance of nitrogen contamination into the Assabet River. The Sewer Enterprise’s regular operating budget will not be enough for the substantial cost to repair equipment of this scope. The Department of Public Works (DPW), in consultation with the town’s Waste Water Treatment Plant contracted vendor Veolia, and the utility engineering firm Stantec, procured the services of Interstate Water & Wastewater Specialists, LLC, for the repairs to the system.

Comments: (Finance Committee) Passage of this article would transfer \$199,132.11 in funds from the sewer stabilization fund to pay for the emergency repair of a critical piece of equipment in the Waste Water Treatment Facility (WWTF). This repair was not optional and was required to prevent excess discharge of nitrogen into the Assabet River.

Future updates to the town’s waste water treatment plant are part of the town’s capital plan and water/sewer rate schedules, and funding these future initiatives may prevent future emergencies. The money in the sewer stabilization fund comes from water/sewer bills, not real estate taxes.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 2 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 165 NO: 3

ARTICLE: 3 TRANSFER FROM WATER STABILIZATION FUND

To see if the town will vote to transfer from Water Stabilization the sum \$500,739.00 for the purpose of establishing a reserve fund within the Fiscal Year 2022 (FY22) Water Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: \$500,739.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The transfer of Water Stabilization funds for the purpose of establishing a reserve fund within the Water Enterprise budget allows the Select Board, as the town’s water and sewer enterprise commissioners, in conjunction with the Department of Public Works (DPW) Director, to efficiently respond to unanticipated failures within the town’s public drinking water utility system. Swift response is required for issues that arise from the aging system, especially as much of the infrastructure is well beyond its designed life cycle. Establishing dedicated reserve funds follows established best practice policies for fiscal responsibility.

As an example of an immediate concern, the DPW is preparing the utility to respond to a potential localized public health emergency involving Per- and Polyfluoroalkyl Substances (PFAS) contamination within the town’s drinking water supply. Proposed allocated funds will allow the DPW to activate our emergency response plan in an efficient manner and help reduce the effects of PFAS on our customers.

Comments: (Finance Committee) Passage of this article would transfer the reserves of the Water Enterprise Fund from a fund that requires town meeting appropriation to a reserve fund under the control of the water commissioners (the Select Board). The purpose is to allow the town to use these funds more quickly for urgent repairs or responses. While some members are hesitant to recommend less town meeting control, there are not large reserves in the Water Enterprise Fund and this article would allow quicker access to the funds for repairs.

Ideally, the town would be building long term reserves in the Water Enterprise Fund to defray the cost of large future capital needs. Unfortunately, we do not have reserves of that scale. Currently, large scale projects require borrowing and would require town meeting approval for the borrowing. The ongoing emergency repairs needed for our aging system, the limits on our supply of water, and the immediate responses required by water quality standards justify a more efficient process for access to the reserves we do have.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 3 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 165 NO: 3

ARTICLE: 4 MAYNARD GOLF COURSE RECEIPTS RESERVED FUND TRANSFER

To see if the town will vote to transfer the sum of \$137,316.00 from the Maynard Golf Course Receipts Reserved fund to support capital improvements to the municipal golf course.

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$137,316.00
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The transfer of revenue provided to the town per contractual agreement by the golf course’s management firm, Sterling Golf Management, Inc., will be utilized to complete capital improvement projects to the golf course and its facilities. Capital projects include roof replacement and facility improvements in order to address long-standing roof failures causing internal damage and structural capacity issues. The golf course’s facility includes the Maynard Council on Aging, as well as the course’s country club with function hall, kitchen and pro shop. Years’ worth of roof failures threatens the management’s business and therefore potential revenue.

Comments: (Finance Committee) Passage of this article would transfer \$137,316 from the golf course receipts to fund necessary repair of the roof and associated capital expenses with the intent to preserve the building for future use. This transfer will not increase taxes but will deplete this fund. However, this fund receives regular monthly payments from Sterling Golf Management, Inc. during the normal golf season from golf receipts.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 4 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 165 NO: 3

**ARTICLE: 5 AMEND ZONING BY-LAW SECTION 6.1.5
 PARKING SPACE REQUIREMENTS**

To see if the town will vote to

AMEND SECTION 6.1.5 PARKING SPACE REQUIREMENTS, TABLE C – PARKING REQUIREMENTS of the Zoning By-Laws, so that it reads (the proposed additional text is underlined; deleted text is ~~stricken~~):

TABLE C – PARKING SPACE REQUIREMENTS

Type of Use	Minimum number of parking spaces to be provided
Business or Professional Offices, Office Building and Office of a Wholesale Establishment including Sales Space	1 per 225 <u>350</u> sq. ft. of gross floor area
<u>Retail</u>	<u>1 per 250 sq. ft of gross floor area</u>
Single Family, Two-family, Three-family Multi-Family Dwelling	2 per dwelling unit

<u>Multi-family of four (4) or more units</u>	<u>1 per studio, 1.25 per one-bedroom, 1.5 per two-bedroom, and 2 per three-bedroom or larger.¹</u>
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¹ For any fractional parking spaces, the Applicant shall round the number of spaces up to the next whole number.

To do or act thereon.

SPONSORED BY: Planning Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) – The purpose of this amendment is to update parking requirements, allowing them to be less restrictive and to promote redevelopment projects or changes of use.

The Zoning By-law’s current parking standards do not include requirements for retail uses. This results in a case-by-case evaluation for retail uses and matching by the closest similar use. Based on a review of best practices, staff has concluded one parking space per 250 feet of shopping area is appropriate as a standard. The Planning Board retains the option to modify parking requirements for specific projects in some cases.

The amendment to the parking requirements for residential uses allows for more appropriate ratios per type of unit. This way, studio and single bedroom units are not necessarily required to have more parking than they realistically need.

Comments: (Finance Committee) Passage of this article would revise and clarify the parking space requirements in the town’s Zoning By-laws in two key areas encountered in recent development projects:

1. The first set of revisions would add specific parking space requirements for retail uses, thereby clarifying requirements for new retail uses as contrasted with other business/office uses.
2. The second set of revisions would add specific parking requirements for multi-family dwellings with four or more units, thereby establishing parking space requirements for new multi-family dwellings at a more realistic level, based on the number of bedrooms.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 5 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 181 NO: 2

ARTICLE: 6 AMEND ZONING BY-LAW, SECTION 6.1.13 LOADING AREAS

To see if the town will vote to

AMEND SECTION 6.1.13 LOADING AREAS of the Zoning By-Laws, so that it reads (the proposed additional text is underlined; deleted text is ~~stricken~~):

6.1.13 Loading/Delivery Areas. One or more off street loading areas shall be provided for any business that

may be regularly serviced by tractor-trailer trucks or other similar delivery vehicles, so that adequate areas shall be provided to accommodate all delivery vehicles expected at the premises at any one time. Loading areas shall be located at either the side or rear of each building and shall be designed to avoid traffic conflicts with vehicles using the site or vehicles using adjacent sites. Loading areas shall be 12 feet wide and 50 feet long. The Building Commissioner may authorize loading areas with reduced dimensions provided the service vehicles normally associated with the business do not require the dimensions herein.

All projects with more than eight (8) dwelling units shall provide a designated area convenient for use by package delivery, ride-hailing, meal delivery, and similar personal services. The area shall be a minimum of 8 feet wide and 30 feet long. It shall be located on site or, with approval by the Select Board, on-street along the frontage of the property.

To do or act thereon.

SPONSORED BY: Planning Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) – This change would add language to recognize the need to safely accommodate services such as UPS, FedEx, Amazon, Uber, Lyft, GrubHub etc. It would apply to multi-family projects with more than eight (8) dwelling units.

Comments: (Finance Committee) Passage of this article would add a requirement for new projects with eight or more dwelling units to provide a designated delivery area, in order to promote safer delivery services.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 6 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 181 NO: 2

**ARTICLE: 7 AMEND ZONING BY-LAW, SECTION 6.1.11
 PARKING DIMENSIONAL REQUIREMENTS**

To see if the town will vote to

AMEND SECTION 6.1.11 DIMENSIONAL REQUIREMENTS of the Zoning By-Laws, so that it reads (the proposed additional text is underlined; deleted text is ~~stricken~~):

- Standard Parking Dimensional Regulations. Off street parking facilities shall be laid out and striped in compliance with the following minimum provisions:

Table D – Standard Parking Dimensional Regulations

Angle of Parking	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
90 degrees (two-way)	9.0'	18.5' <u>18.0'</u>	24'

60 degrees (one way)	10.4' *	22.0'	18'
45 degrees (one-way)	12.7' *	25.0'	14'
Parallel (one-way)	8.0'	22.0'	14'
Parallel (two-way)	8.0'	22.0'	18'

*Parallel to Aisle

Length of 90 degrees stall may be reduced by 2.0' to accommodate overhang of landscaped area.

Width of parking stall shall be increased by 2.0', where opening of the driver or passenger vehicle door would be restricted, such as by landscaping or a wall adjacent to the parking stall.

2. Small Car Parking Dimensional Regulations. Off street small car parking facilities shall be laid out and striped in compliance with the following minimum provisions:

Table E – Small Car Parking Dimensional Regulations

Angle of Parking	Width of Parking Stall	Parking Stall Length of Line	Width of Maneuvering Aisle
90 degrees (two-way)	8.5'	15.0'	24'
60 degrees (one way)	9.8'*	18.5'	18'
45 degrees (one-way)	12.0'*	21.5'	14'
Parallel (one-way)	8.0'	18.0'	14'
Parallel (two-way)	8.0'	18.0'	18'

*Parallel to Aisle

Width of parking stall shall be increased by 2.0', where opening of the driver or passenger vehicle door would be restricted, such as by landscaping or a wall adjacent to the parking stall.

To do or act thereon.

SPONSORED BY: Planning Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The proposed changes represent dimensional requirements to parking standards intended to address circumstances that have been encountered in recent projects. Increasingly, aesthetic considerations have included landscape features in or adjacent to parking areas. The relief provided by the proposed amendments helps to ensure that landscaping continues to play a key role in new design.

The proposed parking stall length reduction for 90-degree parking spaces from 18.5' to 18' is intended to simplify plan preparation by requiring 18' stall length. This is consistent with typical standards within the Commonwealth. This also provides an opportunity for reduction of unnecessary paved surfaces.

Comments: (Finance Committee) Passage of this article would modify dimensional requirements for parking for new projects to address particular spacing issues encountered in recent development projects.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 7 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 181 NO: 2

**ARTICLE: 8 AMEND ZONING BY-LAW, SECTION 10.4.2
DOD SPECIAL PERMIT CRITERIA**

To see if the town will vote to

AMEND SECTION 10.4.2 SPECIAL PERMIT CRITERIA of the Zoning By-Laws, so that it reads (the proposed additional text is underlined):

10.4.2 Criteria. Special Permits shall be granted by the Special Permit Granting Authority, unless otherwise specified herein, only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this By-Law, the determination shall include consideration of each of the following:

1. Social, economic, or community needs which are served by the proposal;
2. Traffic flow and safety, including parking and loading;
3. Adequacy of utilities and other public services;
4. Neighborhood character and social structures;
5. Impacts on the natural environment; and
6. Potential fiscal impact, including impact on town services, tax base, and employment.

Projects seeking a Special Permit for a location within the Downtown Overlay District are also required to demonstrate consistency with Section 9.4.6 “Downtown Overlay District Special Permit Criteria”.

To do or act thereon.

SPONSORED BY: Planning Board
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The amendment clarifies the Special Permit Criteria within the DOD so applicants may understand that any project proposed within the DOD must meet the DOD Special Permit Criteria.

Comments: (Finance Committee) Passage of this article would add wording to the Zoning Bylaws to clarify that projects in the Downtown Overlay District (DOD) are governed by DOD Special Permit Criteria.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 8 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 181 NO: 2

**ARTICLE: 9 ACTIVITY AND USE LIMITATION PLAN OF LAND:
RAIL TRAIL OFF OF ACTON STREET**

To see if the town will vote to authorize the Select Board, with the approval of Town Counsel as to form, to execute and record all necessary and appropriate documents to effectuate the Activity and Use Limitation pursuant to 310 C.M.R. 40, on the property located off of Acton Street and more specifically shown on the plan titled, “Activity and Use Limitation Plan of Land in Maynard, Massachusetts”, dated February 4, 2019 by Stamski & McNary, Inc., 100 Main Street, Acton, and which is on file with the Town Clerk; or take any other action relative thereto.

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The town has over the past several years engaged in the construction of a rail trail, a portion of which had hazardous material discovered within it. The town engaged a Licensed Site Professional (LSP) and following the remediation of hazardous material, pursuant to the regulatory structures governing the release, the town is required to put an Activity and Use Limitation (AUL) on the property.

The Massachusetts Contingency Plan, 310 C.M.R. 40, et seq., authorizes the placement of restrictions on the uses of and activities on property that has been subjected to environmental contamination. Such restrictions are known as Activity and Use Limitations and are utilized to prevent further contamination and avoid risks to the public health and safety. Using the property as a paved recreational trail is allowed under the AUL. Inconsistent uses include using the property for residential, agricultural or uses likely to disturb the pavement cap. Because an AUL imposes building and other use restrictions on property, and AUL constitutes an encumbrance on property. The AUL may only be accepted by the Select Board upon a simple majority vote of a town’s residents.

Comments: (Finance Committee) Passage of this article would designate a section beneath the rail trail and prohibit digging or other development that might unearth hazardous material, which could have potentially detrimental health effects. This article would not change the current use of the rail trail, and there is no cost to the town. The article simply prevents a change in future use that would disturb the specified area.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 9 as printed in the warrant, except the words, "to do or act thereon".

MOTION WAS SECONDED.

MOTION PASSED YES: 181 NO: 2

ARTICLE: 10 AMEND THE TOWN GENERAL FUND BUDGET FISCAL YEAR 2022

To see if the town will vote to amend the FY2022 Budget by amending the following line items as noted:

	Amount to be Increased/(Decreased)	Amended Total Budget
General Government	\$ 164,928.00	\$ 3,700,794.00

Public Safety	\$ -	\$ 5,116,894.00
Public Works	\$ -	\$ 2,152,847.00
Cultural & Recreation	\$ -	\$ 601,344.00
Education – Assabet	\$ -	\$ 1,250,559.00
Education – Maynard	\$ -	\$ 21,136,261.00
Employee Benefits	\$ -	\$ 8,767,577.00
Debt Service	\$ (263,847.00)	\$ 3,917,324.00
Reserve Fund	\$ -	\$ 250,000.00
	<u>\$ (98,919.00)</u>	

Total General Fund Expenses **\$ 46,893,600.00**

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: (\$98,919.00)
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The current Fiscal Year 2022 (FY22) budget was appropriated at the Annual Town Meeting in May 2021. The budget includes forecasted revenue from “local aid” provided by the state’s budget, “local receipts” from the town’s collections, namely meals and excise taxes, and “new growth” from increases to taxable property over the prior fiscal year. However, as of August 2021, more accurate reporting of both revenue and expenses requires amendments to the budget. An updated calculation of revenue includes local aid from the final version of the state’s budget and the current projection of the town’s additional new growth of over \$160,000. Expenses include: the state’s final approved budget resulting in an increased assessment of \$25,000 against the town; \$10,000 for the Town Clerk’s Office for upgraded registration and data-bases, increased postage requirements, and an increase to election costs, such as raised minimum wages; \$37,000 for unbudgeted increase to liability insurance that covers public officials and safety personnel, as well as additional vehicle coverage; \$30,000 for personnel contracts, including individual and collectively bargained agreements, that are, or will be, settled since the start of the current fiscal year; \$47,928.00 for a Health Agent; and, \$40,000 to create a Community Impact Expenses account for the current receipts of Community Impact Payments (CIP) by marijuana establishments. The same amount of CIP is shown as an amended increase to local receipts in the general fund’s revenue. The town’s debt service is to be reduced to reflect both the now-known more favorable interest rate than originally projected, as well as the refinancing of previous bonding.

Comments: (Finance Committee) Passage of this article would revise the town’s Fiscal Year 2022 budget, reducing it by \$98,919. This decrease resulted from lower debt service cost (\$263,847) than initially budgeted, and an increase in our General Government spending of \$164,928. Citizens will benefit from this decrease because by reducing our FY22 budget, it reduces the FY22 tax levy placed on them. The debt service decrease was achieved through acquiring more favorable interest rates on new borrowing and refinancing of current borrowing done by our Town Accountant. The General Government increase in spending resulted from unforeseen expenses, such as the increase in State assessments, and Town Clerk office expenses. There were also adjustments needed for things like liability insurance, which we are working to more properly budget for in the future. The increase for a full time Health Agent is a reinstatement of a former position that Maynard had in the past. We have gotten by with a part-time Health Agent for a few budget cycles, but it is increasingly taxing on our other Town Hall staff to fill gaps in service due to lacking a full-time Health Agent and is resulting in unmet services. (See Sponsor Comments for full description of each increase.) Fortunately, our New Growth revenue estimates, and state local aid estimates, have increased for this fiscal year, and while only an estimate, it appears that revenue will be over \$160,000, which covers a majority, if not all, of these additional expenses.

MOTION MADE: Moderator, Richard Downey ~~motioned to pass over Article~~ Amended _ "This article has no legal value as the street names do not define the properties. To be meaningful, the Town needs a deed with meets and bounds or similar for the street as something to accept. The Town can't accept a street without knowing who has an interest in it. Further, the Select Board is required under statute to layout a street prior to acceptance. To vote against it could possibly affect he petitioners' ability to come back at a future date with a better prepared article. Therefore, I would recommend that we pass over this article. To do that, I shall need someone to make a motion to pass over. William Kohlman moved that Article 11 be ~~the Town vote to passed~~ over, ~~and that no action on this article be taken Article 11 as printed in the warrant, except the words, "to do or act thereon".~~

MOTION SECONDED.

MOTION PASSED UNANIMOUSLY.

ARTICLE: 12 ESTABLISH SPECIAL REVENUE STABLIZATION FUND FOR MARIJUANA COMMUNITY IMPACT PAYMENTS

To see if the Town will vote to accept the provisions of G.L. c. 44 sec. 5B paragraph 3 and establish a special revenue stabilization fund for 100% of the receipts from the collection of payments from the Host Community Agreements with marijuana establishments, or take any other action related thereto.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) Separate from sales tax from marijuana establishments that is collected as local receipts to the general fund, revenue received from Community Impact Payments (CIP) can only be applied to expenses that meet definitions outlined in the Host Community Agreement (HCA). To provide for transparency and accountability of these monies, a stabilization fund requires Town Meeting approval to transfer CIP receipts out of the fund for appropriate expenses.

Comments: (Finance Committee) Passage of this article would create a stabilization fund specifically for Community Impact Payments relating to marijuana establishments, allowing for a clear line of sight to local receipts from the Host Community Agreements with marijuana establishments. These payments can only be applied to certain expenses and a separate fund ensures that the monies are properly allocated.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 12 as read: To see if the Town will vote to accept the provisions of G.L. c. 44 sec. 5B paragraph 3 and establish a special revenue stabilization fund for 100% of the receipts from the collection of payments from the Host Community Agreements with marijuana establishments. And delete the words, "to do or act thereon".

MOTION WAS SECONDED

MOTION PASSED YES: 190 NO: 9

ARTICLE: 13 PROPOSED BYLAW FOR THE ELIMINATION OF SINGLE-USE CHECKOUT BAGS IN THE TOWN OF MAYNARD, MASSACHUSETTS

To see if the town will vote to

Section 1: Purpose and Intent

The purpose of this Bylaw is to eliminate the usage of thin-film single-use plastic checkout bags by all food establishments and retail and grocery stores in the Town of Maynard after adoption at Town Meeting.

Section 2: Definitions

A. FOOD ESTABLISHMENT: Any operation that prepares, packages, serves, vends, or otherwise provides food for human consumption. This includes without limitation, restaurants and food trucks.

B. RETAIL ESTABLISHMENT: Any commercial facility that sells goods directly to the consumer including, but not limited to, grocery stores, pharmacies, liquor stores, convenience stores, restaurants, retail stores, seasonal and temporary businesses.

C. REUSABLE CHECKOUT BAG: A machine-washable bag with sewn handles that is specifically designed for multiple use and is made of cloth, fabric, or other durable material.

D. THIN-FILM SINGLE USE PLASTIC BAG: A bag, typically with handles, with a thickness of 4 mils thick or less intended for single-use transport of purchased products.

Section 3: Regulations

A. Thin-film single-use plastic bags shall not be distributed, used, or sold for checkout or other purposes at any retail or grocery store within the Town of Maynard.

B. If a retail establishment provides bags to a customer at the point of sale, such bags shall be (1) 100% recyclable, including the handles, (2) contain at least 40% post-consumer recycled paper content, and (3) display this information about recyclability and content on the bag surface.

Section 4: Exceptions

Thin-film plastic bags typically without handles that are used to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items, and other similar merchandise are not prohibited under this Bylaw.

Section 5: Enforcement

Enforcing this Bylaw shall be the responsibility of the Board of Health, who shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any retail establishment distributing single-use checkout bags in violation of this bylaw may be subject to a

non-criminal disposition fine as specified in Appendix A of the Regulation for Enforcement of Town Bylaws under M.G.L Chapter 40, Section 21D and the Bylaw for Non-Criminal Disposition of Violations.

The following penalties shall apply:

First offense: Warning

Second offense: \$50

Third offense: \$100 and appearance in front of Board of Health

Fourth and subsequent offenses: \$200

Section 6: Exemptions

The Board of Health may exempt a retail establishment from the requirements of this Bylaw for a period of six months upon finding that the requirements of this section would cause undue hardship.

Section 7: Severability

Each section of this Bylaw shall be construed as separate to the end that if any section, sentence, clause, or phrase thereof shall be invalid for any reason, the remainder of this Bylaw shall continue in force.

Section 8: Enactment

This Bylaw shall go into effect six months after the date of approval by the Attorney General.

To do or act thereon.

SPONSORED BY: Citizens' Petition

APPROPRIATION: None

FINCOM RECOMMENDATION: To be offered at Special Town Meeting.

Comments: (Sponsor) As of July 2021, 144 towns in Massachusetts have plastic bag bylaws in place. This effort serves as a push to the state in order to pass something state-wide. Towns nearby to Maynard include Sudbury, Concord, Hudson, etc. There is no correlation between plastic bag reduction and a decrease in business profits.

The production and use of thin-film single-use plastic checkout bags have significant impacts on the environment and human and animal health. These bags are used for an average of 12 minutes and take more than 200 years to break down. Microplastics have been found in the placentas of unborn fetuses and are implicated in reduced fertility in men. Microplastics are found in both tap and bottled water. Whales and other marine mammals have been found with plastic bags in their stomachs, often leading to intestinal distress and death. Most recycling facilities do not accept plastic bags because they tangle the equipment. Only 9% of all plastic bags manufactured ever get recycled and even then, they can only be recycled 2-3 times before the integrity of the material breaks down. The manufacturing of plastic bags is dependent on fossil fuels, the use of which is rapidly warming our atmosphere to global temperatures that are unsustainable for human life.

Comments: (Finance Committee) To be offered at Special Town Meeting.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 13 as printed in the warrant, except the words, "to do or act thereon".

MOTION SECONDED.

MOTION PASSED UNANIMOUSLY.

**ARTICLE: 14 PROPOSED BYLAW TO PROHIBIT USE AND DISTRIBUTION OF
POLYSTYRENE IN THE TOWN OF MAYNARD, MASSACHUSETTS**

To see if the town will vote to

Section 1: Purpose and Intent

The purpose of this Bylaw is to prohibit the use and distribution of expanded and clear or rigid polystyrene in food service ware and packaging material in the Town of Maynard.

Section 2: Definitions

A. ASTM STANDARD: materials meeting the standards of the American Society for Testing and Materials (ASTM) International Standards D6400 or D6868 for biodegradable and compostable plastics, as those standards may be amended. D6400 is the specification for plastics designed for compostability in municipal or industrial aerobic composting facilities. D6868 is the specification for aerobic compostability of plastics used as coatings on a compostable substrate.

B. BIODEGRADABLE: materials that will completely degrade and return to nature, ie. decompose into elements found in nature in three to six months after customary disposal.

C. COMPOSTABLE: materials that will completely degrade into, or otherwise become part of, usable compost (e.g. soil-conditioning material, mulch) in a safe and timely manner. Compostable disposable food service ware must meet ASTM-Standards for compostability and any bio-plastic or plastic-like product must be clearly labeled, preferably with a color symbol, such that any customer or processor can easily distinguish the ASTM Standard compostable plastic from non-ASTM Specification compostable plastic.

D. DISPOSABLE FOOD SERVICE WARE: all containers and utensils (such as bowls, plates, trays, cartons, cups, lids, forks, spoons, knives) and other items designed for one-time or non-durable uses on or in which any food vendor directly places or packages prepared foods or which are used to consume foods. This includes, but is not limited to, service ware for takeout foods and/or leftovers from partially consumed meals prepared at food establishments.

E. FOOD ESTABLISHMENT: an operation that prepares, packages, serves, vends, or otherwise provides food for human consumption. This includes without limitation, restaurants, caterers, and food trucks.

F. POLYSTYRENE: a synthetic resin, which is a polymer of styrene, used chiefly as lightweight rigid foams and solid containers.

1. Clear or rigid polystyrene: also known as “oriented,” which is produced by stretching extruded PS film, improving visibility through the material by reducing haziness and increasing stiffness. This is often used in packaging where the manufacturer would like the consumer to see the enclosed

product. This is referenced in this Bylaw as "Rigid Polystyrene." Rigid polystyrene is generally used to make clear clamshell containers, clear or colored lids, and utensils.

2. **Expanded polystyrene:** includes both blown polystyrene and expanded and extruded foams (sometimes called "Styrofoam," a Dow Chemical Co. trademarked form of EPS insulation) also referred to as *expanded polystyrene* (EPS), and in this section is referenced as "Foam Polystyrene." Foam polystyrene is generally used to make cups, bowls, plates, trays, clamshell containers, meat trays, and egg cartons.

G. PREPARED FOOD: food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared on the food establishment's premises within the Town of Maynard. Prepared food may be eaten either on or off the premises, also known as "takeout food."

H. RECYCLABLE: materials that can be sorted, cleansed, and reconstituted using Maynard's available recycling collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

I. RETAIL ESTABLISHMENT: any commercial facility that sells goods directly to the consumer including, but not limited to grocery stores, pharmacies, liquor stores, convenience stores, restaurants, retail stores, seasonal and temporary businesses.

J. REUSABLE: materials that will be used more than once in its same form by a food establishment. Reusable food service ware includes: tableware, flatware, food or beverage containers, packages, or trays, such as, but not limited to, soft drink bottles and milk containers that are designed to be returned to the distributor. Reusable also includes durable containers, packages, or trays used on-premises or returnable containers brought back to the food establishment.

Section 3: Regulations

A. Food and retail establishments are prohibited from serving prepared foods to customers in either rigid polystyrene or foam polystyrene food service ware.

B. Food and retail establishments will use biodegradable, reusable, or recyclable food service wares and packaging. Reusable wares in place of disposable products are recommended for food served on the premises.

C. No retail establishment in the Town of Maynard may sell, offer for sale, or otherwise distribute:

1. Disposable food service ware made from foam polystyrene or rigid polystyrene

2. Meat trays, fish trays, seafood trays, vegetable trays, or egg cartons packaged within the town made in whole or in any part with foam polystyrene or rigid polystyrene.

3. Packing materials, including packing peanuts and shipping boxes made in whole or in any part with foam polystyrene that is not wholly encapsulated in a more durable material.

Section 4: Exceptions

A. Food prepared or packaged outside the Town of Maynard is exempt from the provisions of this Bylaw, provided such food is not altered, packaged, or repackaged within town limits.

B. Coolers and ice chests that are wholly encapsulated in a durable material and intended for reuse are exempt from the provisions of this Bylaw.

Section 5: Enforcement

Enforcing this bylaw shall be the responsibility of the Board of Health, who shall determine the inspection process to be followed, incorporating the process into other town duties as appropriate. Any establishment distributing polystyrene in any of its forms in violation of this bylaw may be subject to a non-criminal disposition fine as specified in Appendix A of the Regulation for Enforcement of Town Bylaws under M.G.L Chapter 40, Section 21D and the Bylaw for Non-Criminal Disposition of Violations. The following penalties shall apply:

First offense: Warning

Second offense: \$50

Third offense: \$100 and appearance in front of Board of Health

Fourth and subsequent offenses: \$200

Section 6: Exemptions

The Board of Health may exempt any food and retail establishment from the requirements of this Bylaw for a period of six months upon finding that the requirements of this section would cause undue hardship.

Section 7: Severability

Each section of this bylaw shall be construed as separate to the end that if any section, sentence, clause, or phrase thereof shall be invalid for any reason, the remainder of this Bylaw shall continue in force.

Section 8: Enactment

This Bylaw shall go into effect six months after the date of approval by the Attorney General.

To do or act thereon.

SPONSORED BY: Citizens' Petition

APPROPRIATION: None

FINCOM RECOMMENDATION: To be offered at Special Town Meeting.

Comments: (Sponsor) The Town of Maynard has a responsibility to protect the health of our citizens, the natural environment, and the economy. Polystyrene is a known hazardous substance and carcinogen produced from fossil fuels, a non-renewal resource as well as a potent source of greenhouse gasses and environmental damage. It is harmful to human, aquatic, and wildlife when inhaled or ingested. Polystyrene is commonly used in food service wares and packaging. It is not biodegradable, compostable, or easily recyclable. It makes up part of the litter in our public spaces, costing the town money. Products that can be reused, recycled, or are biodegradable are effective and affordable alternatives with fewer negative health or environmental impacts.

Comments: (Finance Comments) To be offered at Special Town Meeting.

MOTION MADE: Select Chair Gavin moved that the Town vote to approve Article 14 as printed in the warrant except the following changes: Replace Section 4: Exceptions, paragraph A with the following: Food or goods packaged or prepared outside the Town of Maynard are exempt from the provisions of this By-Law, provided such food or goods are not altered, packaged, or repackaged. And delete the words "to do or act thereon".

MOTION WAS SECONDED.

AMENDMENT: Craig Altemose, 16 Garfield Ave, moved to amend Article 14 by adding to the end of Section 4: Exceptions, paragraph A with the following: Food or goods packaged or prepared outside the Town of Maynard are exempt from the provisions of this By-Law, provided such food or goods are not altered, packaged, or repackaged "until 2026."

MOTION ON THE AMENDMENT WAS SECONDED.

MOTION ON THE AMENDMENT FAILED.

ORIGINAL MOTION PASSED-UNANIMOUSLY.

ARTICLE: 15 AMEND BY-LAW CHAPTER 21: NUISANCES BY-LAW SECTIONS 1 THROUGH 22

To see if the town will vote to amend the Town By-law by deleting Chapter 21 NUISANCES By-law Sections 1 through 22 and replacing them with new sections as follows:

“General

Section 1: Violation of sections of Chapter 21 may be enforced in the manner provided in Massachusetts General Law, Ch. 40, § 21-D; unless otherwise noted, the Police Chief or its designee shall be deemed the Enforcing Person and the specific penalty which is to apply for violations of the specific section shall be listed in that section.

Section 2: All sections and subsections of this By-law shall be considered separable so that if any should at some time be found void or unenforceable by a court of law, the remainder shall remain in full force and effect.

All Public Areas

Section 3: No person shall place or cause to be placed in any public place, street, or private way, or in any running stream or body of water, dirt, rubbish, wood, timber or other materials tending to cause obstruction nor deposit ashes, garbage, waste, paper, carrion, filth, or offal, except in such places as shall be permitted by the Board of Health. The specific penalty which is to apply for violations of this section shall be as listed below and the Health Officer and/or Police Chief or its designee shall be deemed to be the Enforcing Person.

Penalty:	1 st Offense – Written Warning
	2 nd Offense - \$ 50.00
	3 rd Offense - \$100.00

And each day thereafter.

Section 4: No person shall bathe, swim in any waters within the Town in a state of nudity in places exposed to public view, or in the immediate site of the occupant or occupants of any dwelling house, shop, factory, under a penalty of fifty dollars (\$50) for each offense.

Section 5: No person shall resort to or frequent any schoolhouse grounds or enclosure in the Town to interfere with or annoy any persons lawfully using or enjoying same; nor shall any person resort to or frequent any public cemetery or graveyard in the Town and there engage in or be present at any game of cards or other sport, or lounge or loiter therein to the annoyance or interference of persons properly visiting or resorting to said places, under penalty of one hundred dollars (\$100) for each offense.

All Public Ways

Section 6:

A: No person shall construct or maintain any drain or conduit carrying polluted water from any house, shop or other building, or from any vault, cesspool, cistern, to or upon any street or way so as to discharge water or other matter in or upon any such street or way except when permitted in writing to do so by the Board of Health, under a penalty of three hundred dollars (\$300). The Health Officer and/or Police Chief and its designee shall be deemed to be the Enforcing Person.

B: Whoever violates the provisions of the this section and allows any material so placed to remain in such public place, street, or private way for more than twenty-four hours, shall be liable to line penalty for each additional day thereafter, during which he shall suffer such material to remain in such public place, street or private way.

Section 7: No person shall pasture or tether any animal in any street in the Town in such a manner as to obstruct the street or sidewalk under penalty of fifty dollars (\$50).

Section 8: No person, except an authorized agent of a town department, shall break or dig up or aid in breaking or digging up the ground in any street or square in the Town without a permit from the Select Board, under a penalty of three hundred dollars (\$300) for each offense. The DPW or an authorized agent of DPW and/or the Police Chief or its designee shall be deemed to be the Enforcing Person.

Section 9:

- A.** No person shall throw stones, snowballs, sticks or other projectiles nor kick a football, nor play any game in which a ball is used, nor fly any kite or balloon, nor shoot with or use a bow and arrow, firearm, air-gun, or sling, in or across any of the public ways of the Town;
- B.** nor obstruct any street in the Town;
- C.** nor take hold of, nor ride upon, the hind part of any carriage, or other vehicles;
- D.** nor join in any assemblage or group in the street, or on any sidewalk in Town to the annoyance of passengers, or so as to obstruct the free passage of passengers; without a permit;
- E.** nor drive, wheel or draw any coach, cart, or other carriage of burden or pleasure, except children's carriages drawn by hand upon any sidewalk in the Town,
- F.** under a penalty of twenty dollars (\$20) for each offense.

Section 10: No person shall coast or skateboard upon any sidewalk inside of the business district, street, public way or any other Town owned land except such areas as designated by the Select Board each year through public notice and the Assabet River Rail Trail. Persons shall be permitted to coast or skateboard upon any sidewalk outside of the business district but shall yield the right of way to pedestrians and give an audible signal before overtaking and passing any pedestrian. Penalty for each offense as cited by the Maynard Police Department shall be twenty dollars (\$20).

Section 11: No person shall operate a motorized scooter, motorized skateboard, other similar motorized vehicle on any public way, sidewalk, playground, or on any property owned by the Town of Maynard. The following vehicles shall be exempt from the provisions of this By-law, unless operating in an unsafe manner:

- A. Vehicles registered and/or licensed by the Commonwealth of Massachusetts as motor vehicles
- B. Vehicles used by handicapped persons,
- C. Landscaping equipment
- D. Golf Carts only on the Maynard Golf Course property.

Penalty for each offense as cited by the Maynard Police Department shall be one hundred dollars (\$100) for each offense.

Section 12: Streets may be blocked or protected by barriers and any unauthorized person or persons moving such barriers shall be subject to a fine of three hundred dollars (\$300) for each offense.

Section 13: No person shall move or assist in moving any building over any public street or way without written permit of the Select Board being first obtained, or having obtained such permit, without complying with the restrictions and provisions thereof, under a penalty of three hundred dollars (\$300) for each offense.

Section 14: Any person, who intends to erect, alter, repair or take down any building, or part thereof, on land abutting on any street or public place in this Town and desires to make use of such street or place for the purpose of placing thereon building materials or rubbish, shall give notice thereof to the Select Board. Thereupon the Select Board may grant a permit to occupy such a portion thereof to be used for such purposes as in their judgment the necessity of the case demands and the security of the public allows; such a permit to run for not longer than sixty (60) days and to be on such conditions, and by furnishing such security, by bond, or otherwise, for the observance and performance of the conditions and for the protection of the Town, as the Select Board may require and especially in every case upon conditions that during the whole of every night, from sunset in the evening until sunrise in the morning, proper lights shall be placed as effectively to secure all travelers from liability to injury. Such permits may be renewed at the discretion of the Select Board. Whoever violates the provisions of this section shall be liable to a penalty of three hundred dollars (\$300) for each offense. The Building Commissioner or its designee and/or the Police Chief or its designee shall be deemed to be the Enforcing Person.

Section 15: No person or persons shall place or cause to be placed in or on any public street, or sidewalk, snow which may be a hindrance to pedestrians or vehicular traffic. Whoever violates the provisions of this section shall be liable to a penalty listed below.

Penalty: 1st Offense – \$100.00

2nd Offense - \$200.00
3rd Offense - \$300.00
And each offense thereafter

Section 16: The Director of Public Works or other officer having charge of ways, for the purpose of removing or plowing snow or removing ice from any way, is hereby authorized to remove or cause to be removed to some convenient place, including in such term of public garage, any vehicle interfering with such work, and the cost of such removal and of the storage charges, if any, resulting there from, shall be borne by the owner of such vehicle. The Director of Public Works or its designee and/or the Police Chief or its designee shall be deemed to be the Enforcing Person.

Section 17:

- A. No person shall ride a bicycle, moped, motorized bicycle or motorcycle on any sidewalk in the Town of Maynard, except that a bicycle may be ridden on a sidewalk outside of the business district when necessary, in the interest of safety but shall yield the right of way to pedestrians and give an audible signal before overtaking and passing any pedestrian. Class-2 electric bicycles are allowed on the Assabet River Rail Trail. Any person who violates the provisions of this section shall be punished by a fine of twenty dollars (\$20) for each violation. A bicycle operated by a person under the age of eighteen (18) years in violation of this section may be impounded by the Police Department for period not to exceed fifteen (15) days.
- B. Operation of bicycles on public ways shall be subject to the following regulations:
1. Operators riding together shall not ride more than two abreast but must ride single file to facilitate passing traffic.
 2. The operator shall not ride other than or astride a permanent and regular seat attached to the bicycle.
 3. The operator may not carry a passenger anywhere on their bicycle except on permanent and regular seat attached to the bicycle or in a trailer towed by the bicycle, or except as noted in 4 below
 4. The operator may not carry any child between the ages of 1 to 4, or weighing 40 pounds or less, anywhere on a single-passenger bicycle except in a baby seat attached to the bicycle. The child must be able to sit upright in the seat and must be held in the seat by a harness or seat belt. Their hands and feet must be out of reach of the wheel spokes.
 5. The operator may not carry any child under the age of 1 on a bicycle, even in a baby seat; this does not preclude carrying an infant in a trailer.
 6. The operator shall park its bicycle upon a way or sidewalk in such a manner as not to obstruct vehicular or pedestrian traffic.
 7. The operator shall not permit the bicycle to be drawn by any other vehicle. The operator shall not tow any other vehicle or person, except for a trailer designed for such purpose.
 8. The operator shall not carry any package, bundle, or article except in or on a basket, rack, trailer, or other device designed for such purposes. The operator shall keep at least one hand upon the handlebars at all times.
 9. No bicycle shall be operated in a way with handlebars so raised that the operator's hands are above his shoulders while gripping them. Any alteration to extend the fork of a bicycle from the original design and construction of the bicycle is prohibited.

10. No person shall operate a bicycle upon any street or way in such a manner as to obstruct vehicles using the street or way.

Public Ways Sidewalks

Section 18: In its sole discretion, the Select Board may grant a license to a business establishment for the temporary use of a portion of a sidewalk immediately adjoining that business establishment. The Board may adopt reasonable rules and regulations related to the issuance of such license, including fees to be paid therefore and the conditions to be satisfied by any applicant for such a license.

Section 19:

- A. In its sole discretion, the Select Board may grant a license to an establishment operated for the sale of food or beverages, either alcoholic or non-alcoholic, to place one or more tables on a portion of a sidewalk immediately adjoining that business establishment, such tables to be used only for the use and enjoyment of its business clientele. Any such license shall be granted upon such terms and conditions as the Board may impose, including the designation of a sidewalk area with which all tables must be located.
- B. Any such license shall have duration of no more than one year from the date of issue and may restrict the location of such tables on a sidewalk to designated periods of time during the license period. Any business establishment placing tables on any sidewalk without first being licensed by the Board shall be in violation of this By-law and assessed a penalty of one hundred dollars (\$100) for each offense.
- C. The Board may adopt reasonable rules and regulations related to the issuance of such licenses, including the fees to be paid therefore and the conditions to be satisfied by any applicant for such a license.

Unregistered Motor Vehicles

Section 20:

- A. Unregistered motor vehicles which are unfit for use, permanently disabled or have been dismantled, or are otherwise inoperative, shall not be stored, parked, or placed upon any land in the Town unless the same shall be within a building or in an area unexposed to the view of the public and abutters or in an area properly approved for the keeping of same by licensed junk dealers and automobile dealers. The fine for any violation of the provisions of this By-law shall be one hundred dollars (\$100) for each offense. Each day that such violation continues shall constitute a separate offense.
- B. Each owner or person responsible for the presence of a motor vehicle described in Section 21A, excepting therefrom any motor vehicle with intrinsic value as an Antique Motor Car, as defined in the Massachusetts General Law, Ch. 90, § 1, shall be subject to the following procedure regarding removal or enclosure of such motor vehicle:
 1. Any resident of the Town of Maynard who wishes to file a formal written complaint regarding the presence of such motor vehicle on property located within the Town of Maynard must file such complaint with the Select Board and shall be granted a hearing before the Select Board within fourteen (14) days of receipt of the written complaint.
 2. The Select Board shall make a final decision based upon matters presented at such hearing and

may, at their option, require or order any one or more of the following:

- a. That the owner or person responsible be compelled to remove the motor vehicle from the premises within a stated period.
 - b. That the owner or person responsible places the motor vehicle within a proper enclosure suitable to remove it from public view.
 - c. Any further remedy that may be justified by the circumstances presented at the time of the hearing.
- C. In the event of non-compliance with an order or directive of the Select Board within five (5) days of receipt of such order by the owner or person responsible, the Police Department shall be authorized to tow or remove the subject motor vehicle by whatever means necessary at the expense of such person.

Unattended Motor Vehicles

Section 21:

- A. No person shall leave unattended any motor vehicle so that any portion of said vehicle is on or protruded over or within the limits of a private way, furnishing means of access for fire apparatus to any building.
- B. For the purpose of this By-law only, the registered owner shall be considered the person responsible for leaving such vehicle unattended, unless it is otherwise determined that another identified person did so because the vehicle is unattended.
- C. Notwithstanding any other provision of the By-law the Town of Maynard, to the contrary, any person violating this By-law shall be punished by a fine of three hundred dollars (\$300).

Minimum Property Standards of Residential Properties”

And change the numbering of Chapter 21 NUISANCES Section 23 to Section 22,

And deleting Chapter 21 NUISANCES Sections 24 and 25.

To do or act thereon.

SPONSORED BY:	By-law Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor comments) The first step the Committee took was to simply reorder and group the sections in Chapter 21 to present them in a rational order. We are providing as a handout, a red-line copy of Chapter showing the changes that we have made to it, with this article, after the reordering and grouping.

A majority of the changes involve changing a range of fines for a given violation such as, “not less than two dollars (\$2) nor more than three hundred dollars (\$300)” and setting the fine to a fixed amount.

Two new sections were added. First was to identify the Chief of Police as the enforcement official for this Chapter unless otherwise identified. Second was to consider all sections and subsections separable so that if any should at some time be found void or unenforceable by a court of law, the remainder shall remain in full force and effect.

member and match the term that is stated in the Zoning By-laws.

Comments: (Finance Committee) Passage of this article would change the wording in the Town By-Laws to set the term of Alternate Planning Board member to three years, and thereby align the wording in the Town By-Laws with the wording in the Town’s Zoning By-Laws. Given under our hands this 21st day of September in the year of Two Thousand and Twenty-One.

MUNICIPAL OFFICIALS

Elected Town Officials:

*(*Resigned **Deceased)*

<u>Maynard Housing Authority</u>	<u>Term</u>	Jennifer A. Condon	2021
C. David Hull (appointed)	State Appt.	*Michael Albanese	2021
*George F. Hardy	2021	Sarah Macone	2021
Ellen Drago	2022	<u>Appeals, Board of</u>	
Robert Subick	2022	Leslie Bryant	2021
William N. Cranshaw	2025	*Marilyn Messenger	2021
Judith C. Peterson	2026	Peter Winnett	2021
		Jerry Culbert	2022
<u>School Committee</u>		John Courville	2022
Lydia Clancy	2022	*Paul Scheiner, Chair	2023
Mary S. Brannelly	2023	Brad Shultz	2023
Natasha Rivera	2023	Page Czepiga, Alternate	----
Elizabeth Albotta	2024	Jamal De Vita, Alternate	----
Hilary Griffiths	2024		
		<u>Assessor, Chief</u>	
<u>Select Board</u>		Angela Marrama	----
Christopher J. DiSilva	2022		
David D. Gavin	2023	<u>Assessors, Board of</u>	
Jeffrey Swanberg Jr.	2023	Angela Marrama	----
Armand Diarbekirian	2024	Rosalind Greenstein	2021
Justine L. St. John	2024	Haig Thomas Babian	2022
		Stephen Pomfret	2023
<u>Regional Vocational School Committee</u>			
Pamela Reiniger	2023	<u>Building Commissioner</u>	
		Richard Asmann	----
<u>Town Moderator</u>			
Richard "Dick" Downey	2024	<u>Bylaw Committee</u>	
		Eugene Redner	2021
<u>Trustees of the Public Library</u>		James Early	2021
Jean Maguire	----	*William Cullen	2022
Peter Reed	2022	Vacancy	
Janice Rosenberg	2023	William Kohlman	2022
Sally Bubier	2024	*Peter Reed	2023
		Daniel Shields	2023
<u>Affordable Housing Trust</u>			
John Courville	2021	<u>Capital Planning Committee</u>	
Rick Lefferts	2021	Doug Adler	2021
William Cranshaw	2022	Lindsay McConchie	2022
Donna Dodson	2022	Jon Canchola	2023
David Gavin	2023	Jon Larkin	2024
		Vacancy	----
<u>Americans with Disabilities Act Commission</u>			
*Suzie Coughlan	2020	<u>Community Preservation Committee</u>	
Brion Berghaus	2022	*Randy James	2021
Elijah Tucker	2022	Jon Canchola	2021
Gregory Johnson	2022	M. John Dwyer	2021
Catherine Evans	2023	Linde Ghere	2021
Denise Shea	2023	Ellen Duggan	2022
		Richard Lefferts	2022
<u>Animal Inspector</u>		William Cranshaw	2022
Donna DeWallace	2021		

Jon Lenicheck	2023		<u>Assistant Facilities Manager</u>	
Denise Walsh	2023		Kyle Brainard	----
*James Coleman	2023		<u>Finance Director</u>	
Natalie Robert	2023		Vacant	----
<u>Conservation Agent</u>			<u>Finance Committee</u>	
*Kaitlin Young	----		*Kelly Kane	2021
Julia Miller	----		*Tomas Black	2021
<u>Conservation Commission</u>			Elliot Bruce	2022
*James Bullis	2021		Peter Campbell	2022
John Milhaven	2021		Alannah Gustavson	2022
*Laura Mattei	2022		Jillian Prendergast	2023
Sarah Measures	2022		Ken Estabrook	2023
Jeff Black	2022		Katie Moore	2024
M. John Dwyer	2023		Vacancy	----
Susan Erickson	2023		<u>Fire Chief</u>	
<u>Constable</u>			Anthony Stowers	----
Joseph Topol	2021		<u>Fire Station Building Committee</u>	
Mary McCue	2021		Anthony Stowers	2022
Michael Albanese	2023		Angela Lawless	2022
William E. Pickett, Jr.	2023		Armand Diarbekirian	2022
<u>Council on Aging</u>			Elliot Bruce	2022
Amy Loveless (Director)		Per Town Charter	Gerry Byrne	2022
Diane Wasiuk	2021		Gregory Johnson	2022
*Paula Copley	2021		Phil McCully	2022
Paul Guthrie	2021		Sidney Boardman	2022
Angelina Flannery	2022		Alicia Monks	2022
Anita Dolan	2022		<u>Gas Inspector</u>	
C. David Hull	2024		Adam Sahlberg	2021
<u>Cultural Council</u>			<u>Health Agent</u>	
Richard Pepin	2022		*Kelly Pawluczonek	2021
*Brad Matthews	2022		John Robertson	----
Zannah Noe	2022		<u>Health Board of</u>	
*John Houchin	2022		*Ronald Cassidy	2022
*Morgan Kropa	2022		Jodi Larkin	2022
Andy Moerlein	2023		Lisa Thuot	2023
Sara Lundberg	2023		Kathy McMillan	2024
Greg Bokis	2024		<u>Historical Commission</u>	
Jenna Dargie	2024		Jack MacKeen	2022
Donald James	2024		Paul Boothroyd	2023
<u>Economic Development Committee</u>			Priscilla Sandberg	2023
Sarah Cressy	2021		Ellen Duggan	2024
Rosalind Greenstein	2021		Lee Caras	2024
State Rep. Kate Hogan	2021		<u>Local Emergency Planning Committee</u>	
Bill Nemser	2021		Chief Michael Noble	2021
Lynda Thayer	2021		Chief Anthony Stowers	2021
*Jerry Beck	2021		Chris Troiano	2021
Frank Dzerkacz	2021		John Flood	2021
Megan Zammuto	2021		Wayne White	2021
Vacancy	----		Stephanie Duggan	2021
Vacancy	----		Justin DeMarco	2021
Vacancy	----		Gregory Johnson	2021
Vacancy	----		<u>Lowell Regional Transit Authority Board</u>	
<u>Emergency Management Director</u>			Vacant	----
Justin DeMarco	----		<u>Magic Representative</u>	
<u>Facilities Manager</u>			Christopher DiSilva	Per Contract
Justine DeMarco		Per Town Charter		

<u>Master Plan Implementation Committee</u>		C. David Hull	2022
Andrew Moerlein	2023	Anita Dolan	2023
Bill Nemser	2023	Charles T. Shea	2023
Jerry Beck	2023	<u>Retirement Board</u>	
Page Czepiga	2023	Christopher F. Connelly, Sr.	2022
Jason Kreil	2023	Patrick Hakey	2023
Mary Brannelly	2023	Clifford Wilson	2024
John Cramer	2023	Lauri Plourde	Indef.
Brendon Chetwynd	2023	Kevin Petersen	Indef.
Susan Erickson	2023	<u>Sesquicentennial Planning Committee</u>	
Amy Loveless	2023	Molly Bergin	2020
Bryan Delaney	2023	Charles Caragianes	2020
<u>Maynard Citizens Corps/Medical Reserve Corps</u>		Paula Copley	2020
Janet Hales	2018	Lisa Dahill	2020
Mary Hilli	2018	Ellen Duggan	2020
Bernadine Perham	2018	David Griffin	2020
Mary Ellen Quintal	2018	Donald James	2020
Deborah Roussel	2018	David Mark	2020
John Flood	2018	Lindsay McConchie	2020
Mary Ferranti	2018	Jennifer Picorelli	2020
<u>Metropolitan Area Planning Council</u>		<u>Superintendent of Schools</u>	
Christopher DiSilva	2022	Brian Haas	----
<u>Planning Board</u>		<u>Town Accountant</u>	
*Andrew D'Amour	2022	Lauri Plourde	----
Natalie Robert	2022	<u>Town Administrator</u>	
*Gregory Tuzzolo	2022	Gregory Johnson	----
Christopher Arsenault	2023	<u>Assistant Town Administrator</u>	
Robert Brown	2024	Megan J. Zammuto	----
Jim Coleman	2025	<u>Town Clerk</u>	
William Cranshaw	2026	*Michelle Jenkins	
<u>Plumbing Inspector</u>		Joanna Bilotta-Simeone	----
Adam Sahlberg	2020	<u>Planning Director</u>	
<u>Police Chief</u>		Bill Nemser	----
Michael Noble	----	*Kaitlin Young (Assistant Town Planner)	----
<u>Public Works Director</u>		Julia Miller (Assistant Town Planner)	----
Justin DeMarco	----	<u>Treasurer/Collector</u>	
<u>Recreation Commission</u>		Jen Welch	----
*Adam Sherman	2021	<u>Tree Warden</u>	
John Brennan	2021	Justin DeMarco	----
Barry Roche	2023	<u>Veterans Agent</u>	
Jim Hines	2023	Wayne Stanley	----
Denise Walsh	2024	<u>Wiring Inspector</u>	
<u>Registrars of Voters</u>		Peter Morrison	2021
Joanna Bilotta, Town Clerk	----		

VOTING PRECINCTS

Revised 02/08/2022

Precinct 1:

Fowler School, Gym
3 Tiger Drive

Acton St. (#16, 18, 20, 22, 24, 26, 30,
38, 50, 62 & 66 thru 134)
Amory Ave.
Beacon St. (evens)

Blue Jay Way
Brian Way
Brigham St.
Brooks St.

Brown St. (#15, 17, 19, 21, 23, 25, 33,
37, 39, 43, 47, 49)
Charles St.
Concord St. (#1 thru 44)

Dana Rd.	Lincoln St.	Orren St.
Dix Rd.	Linden St.	Patti Ln.
Durant Ave.	Loring Ave.	Paul Rd.
Elm Ct.	Main St. (odds only	Randall Rd.
Euclid Ave.	#1 to 49 & 135)	Reeves Rd.
Everett St.	Maple Ct.	Reo Rd.
Florida Ct.	Maple St.	Rice Rd.
Florida Rd. (Excluding #2)	Marble Farm Rd.	Rickey Dr.
Garden Way	Mayfield St.	Rockland Ave.
George Rd.	Michael Rd.	Silver Hill Rd.
Glendale St. (#1 thru 20)	Mockingbird Ln.	Summer St. (odds & #10 & 42 thru 70
Glenn Dr.	Nancy Cir.	all)
Guyer Rd.	Nason St.	Sunset Rd.
Hazelwood Rd.	Nick Ln.	Whitney Ave.
Jethro St.	Orchard Ter.	

Precinct 2:

*Fowler School Auditorium
3 Tiger Drive*

Abbott Rd.	Harriman Ct.	Sheridan Ave.
Allan Dr.	Heights Ter.	Sherman St.
Apple Ridge Rd.	High St.	Shore Ave.
Assabet St.	Hillside St.	Spring Ln.
Beacon St. (odds)	Howard Rd.	Sudbury Ct.
Bent Ave.	Keene Ave.	Sudbury St.
Boeske Ave.	Lovell Ct.	Summer Hill Glenn
Burnside St.	Main St. (evens only #2 to 48 and all	Summer Hill Rd.
Chandler St. (#1)	#50 to 257)	Summer St. (evens excluding #10 & 42
Church Ct.	Martin St.	to 70)
Cindy Ln.	Mill St.	Summit St.
Dartmouth Ct.	Newton Dr.	Taft Ave.
Dartmouth St. (odds)	Oak St.	Taylor Rd. (evens)
Dewey St.	O'Moore Ave.	Thomas St.
Driscoll Ave.	Park St.	Thompson St. (#3, 7, 23, 25)
Elaine Ave.	Parker St. (#5, 9, 11, 15, 17, 19, 21, 23,	Upper Beacon St.
Elmhurst Rd. (evens excluding #2)	25, 27, 29, 31, 33)	Virginia Rd.
Elmwood St. (#4)	Percival St.	Walnut St. (#21, 22, 23, 26, 28, 30, 32,
Espie Ave.	Pine St.	34, 36, 38, 40, 42, 44)
Fletcher St.	Pomciticus Ave.	Waltham St. (#5)
Florida Rd. (#2 only)	Railroad St.	White Ave.
Front St.	River St.	Wilson Cir.
Gabrielle Cir.	Riverbank Rd.	Winter St.
Great Rd. (#1 thru 160 excluding odds	Riverside Park	
#129 thru 159)	Riverview Ave.	

Precinct 3:

Fowler School Auditorium

Arthur St. (odds)	3 Tiger Drive	Louise St.
B St.	Elmwood St. (Excluding #4)	Marlboro St.
Balcom Ln.	Fairfield St.	Maybury Rd.
Bancroft St.	Field St.	McKinley St.
Barilone Cir.	Forest St.	Meadow Ln.
Burns Ct.	Fowler St.	North St.
Carbone Cir.	Gabrielle Cir.	Oak Ridge Dr.
Carriage Ln.	Garfield St. (#3, 10, 12, 14)	Old Marlboro Rd.
Chance Farm Ln.	Great Rd. (#161 thru 324 & odds only	Old Mill Rd. (#1 thru 36)
Chandler St. (Excluding #1)	#129 thru 159)	Oscar's Way
Cutting Dr.	Harrison St.	Parker Place
Dartmouth St. (evens)	Hayes St. (#9 thru #26)	Parker St. (Excluding 4, 5, 6, 8, 9, 11,
Demars St. (Excluding #1)	Karlee Dr.	14, 15, 16, 17, 19, 20, 21, 23, 25, 27,
Dettling Rd.	Kitty Cat Ln.	28, 29, 30, 31, 33)
Digital Way	Kristen Ln.	Roosevelt St. (Excluding #2, 4, 6)
Dineen Cir.	Lantern Ln.	Sarah Ln.
Elmhurst Rd. (odds & #2)	Latta Ln.	School St.
	Little Rd.	

South St.
 Taylor Rd. (odds)
 Thompson St. (Excluding #3, 7, 23, 25)
 Tobin Dr.

Turner Rd.
 Vose Hill Rd.
 Walker St.

Walnut St. (Excluding #21, 22, 23, 26,
 28, 30, 32, 34, 36, 38, 40, 42, 44)
 Waltham St. (odds excluding #5 thru 73)
 Woodridge R

Precinct 4:

*Fowler School Gym
 3 Tiger Drive*

Acton Ct.
 Acton St. (#1 thru 63 excluding #16, 18,
 20, 22, 24, 26, 30, 38, 50, 62)
 Amy Lynn Way
 Arthur St. (evens)
 Bates Ave.
 Bellevue Terr.
 Birch Terr.
 Brown St. (Excluding #15, 17, 19, 21,
 23, 25, 33, 37, 39, 43, 47, 49)
 Butler Ave.
 Colbert Ave.
 Conant St.
 Concord St. (#45 thru 125)
 Concord St. Cir.
 Country Ln.
 Crane Ave.
 Dawn Grove
 Dawn Rd.
 Deane St.
 Deer Path
 Demars St. (#1)
 Douglas Ave.
 East St.

Elm St.
 Ethelyn Cir.
 Fifth St.
 First St.
 Garfield Ave.
 Garfield St. (Excluding #3,10,12,14)
 Glendale St. (#21 thru 63)
 Glennhill Ter.
 Glenview Ter.
 Grant St.
 Hayes St. (Excluding #9 thru #26)
 Haynes St.
 Hird St.
 King St.
 Lewis St.
 Lindberg St.
 Marks Way
 Noble Park
 Old Mill Rd. (#37 thru 44)
 Parker St. (#4, 6, 8, 14, 16, 20, 28, 30)
 Parmenter Ave.
 Pine Hill Rd.
 Pinecrest Ter.
 Pleasant St.

Powder Mill Cir.
 Powder Mill Rd.
 Prospect St.
 Roosevelt St. (#2, 4, 6)
 Russell Ave.
 Second St.
 Third St.
 Tremont St.
 Vernon St.
 Walcott Ave.
 Walcott St.
 Wall Ct.
 Waltham St. (evens & including odds #7
 thru 73)
 Warren Ave.
 Warren St.
 West St.
 Wilder St.
 Windmill Dr.
 Winthrop Ave.
 Wood Ln.
 Woodbine Ter

BOARD OF REGISTRARS

Members

Joanna Bilotta.....	Town Clerk
Anita Dolan.....	Member
C. David Hull.....	Member
Charles T. Shea.....	Member

Board of Registrars provide certification of nomination papers, conduct voter registration sessions and conduct voter recounts, when required.



PRECINCTS

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>Total</u>
DEMOCRATS	630	672	654	587	2543
REPUBLICANS	152	174	224	168	718
GREEN-RAINBOW	3	8	1	1	13
LIBERTARIAN	9	10	7	7	33
UNENROLLED	1261	1158	1261	1189	4869
CONSERVATIVE	4	1	1	4	10
PIZZA PARTY	0	2	1	1	4
UNITED INDEPENDENT PARTY	8	7	4	4	23
WE THE PEOPLE	0	1	1	0	2
CONSTITUTION PARTY	2	0	0	0	2
MASS INDEPENDENT PARTY	0	0	0	2	2
AMERICAN INDEPENDENT	3	1	2	2	8
SOCIALIST	2	1	2	3	8
TEA PARTY	0	0	0	1	1
PIRATE	0	0	1	1	2
WORKING FAMILIES	1	0	0	0	1
TOTAL	2075	2035	2159	1970	8239

*Political Designation

In order to participate in Local, State, Federal Elections and Town Meetings a person must be:

- * a U.S. Citizen
- * a Massachusetts resident
- * at least 18 years old on or before the next election

The Voter Registration process has become increasingly easy. A person may complete a mail-in voter registration form, stop by the Town Clerk’s Office, or register online at the following link: <https://www.sec.state.ma.us/OVR/>

The Board of Registrars would like to remind residents that election information including results, campaign finance reporting, and upcoming elections is available on the Town’s website. The Board of Registrars works in conjunction with the Office of the Town Clerk to comply with Massachusetts General Laws related to elections and voter registrations. The Board of Registrars would like to especially thank all the Election workers who worked very long hours to make sure that the Elections and Town Meetings are up to compliance with the Election Laws.

Respectfully submitted,

Joanna Bilotta-Simeone, Clerk

Anita F. Dolan

C. David Hull

Charles T. Shea

Public Safety

POLICE DEPARTMENT

CORE VALUES

Integrity, Professionalism, Compassion, Teamwork, and Community Satisfaction

MISSION STATEMENT

The Mission of the Maynard Police Department is to efficiently provide quality police service to our community by promoting a safe environment with an emphasis on treating everyone equally with trust, integrity, fairness, and professionalism.



providing the highest level of police services that will preserve a quality of life that makes this community a desirable place in which to live, visit, and conduct business.

In 2021 the Maynard Police Department underwent the three-year re-accreditation process with the Massachusetts Police Accreditation Commission. Deputy Chief Troiano is the accreditation manager, and he did an outstanding job on the daunting task of preparing and ensuring the Department would be re-accredited. Accreditation ensures the operational readiness of the Department. It also ensures that the Department's policies and procedures are consistent with best of modern professional policing standards with an ongoing and independent evaluation of the Department. Accreditation is a very high achievement and provides each member of the department and community with a sense of pride, knowing that their agency has met such high professional standards.

COVID 19: The coronavirus continued to cause issues in 2021. There were the obvious medical issues it caused, however the unprecedented pandemic that has persisted for over twenty (20) months (without an end in sight) has taken a considerable mental toll on everybody in some form or another. In early 2021 the vaccine rollout was difficult and problematic especially for the elderly. The Department, realizing the importance of vaccinations for seniors, stepped up and offered the seniors transportation to their appointments. This was a temporary but vital service offered to the most vulnerable group of the pandemic.

JAIL DIVERSION PROGRAM: The Maynard Police Department has been involved with the Jail Diversion Program for several years. The Department along with several area departments saw a rise in substance abuse and mental health issues and understood that these calls were more of a health problem than a criminal justice problem.

Maynard was a founding member of the Central Mass Police Partnership (“CMPP”) collaboration. This is a collaboration with area police departments (Acton, Bedford, Concord, Carlisle, Lexington, Lincoln, Maynard, Stow and Hanscom Air Force Base Security) that was first formed to address the epidemic caused by the opioid crisis. As stated, the area departments recognized the need for better trained personnel for the treatment of persons suffering from mental health and substance abuse. The collaboration searched and found the Jail Diversion Program to be one that would address these concerns and needs. In August of 2021 our current Jail Diversion Coordinator, Mackenzie Dezieck, resigned to work full-time for the City of Lowell. I want to thank MacKenzie for all the work she did to help the department and the residents of Maynard.

I was a member of the interview committee for a new Jail Diversion Coordinator and by unanimous decision Emily Black was chosen as the new coordinator. Emily is a licensed social worker and has been working as a clinical therapist for both Eliot Human Services (who obtains the grant for the program) and for the Commonwealth of Massachusetts. She has a master’s degree in social work and came highly recommended. Having Emily, who is qualified and experienced in dealing with persons with substance abuse and mental health issues, working with Maynard officers as they respond to these calls is crucial in connecting people with these issues to life saving resources and help.

Mental health calls for service continued to rise and are a major concern for the Maynard Police Department. In 2021 specific mental health calls were up 44%. However, these do not include trespassing, neighbor dispute, disturbances, domestics, or many other calls that may have

mental health issues as a factor. The officers are persistently training in mental health and crisis intervention, and continue to work with our social worker, Emily Black, to get these individuals and families the assistance and essential services they need and deserve.

RESTORATIVE JUSTICE: The Maynard Police Department is a member of Communities for Restorative Justice (C4RJ). The program is a proven and effective alternative to the court system, especially for juveniles, who have not committed serious offenses. The program is victim driven and is designed to give the victims a voice, to hold offenders accountable, and to restore trust in the community without having to put someone into the criminal justice system, where at times causes more harm than good.

DVSN- Domestic Violence Services Network

Domestic Violence Services Network (DVSN) works in collaboration with 12 communities to end domestic violence. The Maynard Police Department refers all domestic cases to DVSN, not just arrests, for them to review for possible services for the victims and their families. They are also a part of the area high risk team, Central Middlesex Assessment for Safety Team (CMAST), which assesses the dangerousness of domestic abusers.

NEMLEC: The Maynard Police Department is also part of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC is a law enforcement council, composed of a consortium of police departments in Middlesex and Essex Counties, and two County Sheriff's Departments. NEMLEC units are composed of highly trained and skilled officers from member agencies under the command of a police chief. These units are specifically trained in de-escalation tactics and techniques to create the best possible outcome in a tense and stressful situation. They are a primary source of assistance and support and are available to member police chiefs who activate them in accordance with written protocol. The units are Motorcycle Unit, Regional Communications, Regional Response Team (RRT), School Threat Assessment and Response System (STARS), Special Weapons and Tactics (SWAT), Incident Management Team (IMT). When a large response is needed for incidents including, but not limited to a lost or missing child or elder, an agitated or violent person, high risk warrants, armed barricaded subjects, or any major incident requiring significantly more personnel or specifically trained personnel than the department has on staff, NEMLEC can be activated.



MAYNARD POLICE TOY DRIVE: The annual Maynard Police Toy Drive was once again very successful. We were able to assist more dozens of families so they could enjoy their

Christmas holiday. The toy drive is only as successful as the generosity of Maynard residents and in cooperation with the many businesses that collect and donate the toys. The Maynard Police toy drive this year was organized by Sgt. Trista Manchuso and Officer Allison McCann.

TRAINING: The Maynard Police Department completed over 1,800 hours of training in 2021. Training is a very important component of the Maynard Police Department, and I believe that officers should have the best training available for what society is asking of them. As usual officers completed their annual in-service which includes first responder, CPR., legal updates, defensive tactics and de-escalation. Officers also completed CIT (Crisis Intervention Training), implicit bias training, leadership training, and several specialized trainings. The members of the Maynard Police Department strive to excel as one of the most highly trained departments in the commonwealth.

MAJOR INCIDENTS of 2021:

- **Triple Shooting** - In the early morning hours on August 21, 2021, dispatch reported an active shooting in the area of Cindy Lane and Abbott Road with multiple victims. Sergeant Michael Sutherland, Officer Eric Davoll and Officer Joseph Morahan responded and came upon a chaotic scene with teenagers and young adults running away and screaming. The officers first, using their training and experience, confirmed that the scene was safe and that no immediate threat was still present. At the scene they found two fourteen-year-old females and a nineteen-year-old with gunshot wounds, two of the victims' wounds ultimately were critical. The officers then without hesitation started to render first aid to the victims. All three officers' quick actions in rendering immediate aid most assuredly lessened the severity of the injuries. The officers responding to the scene received commendations for their heroic actions and Dispatcher Alicia Luther was recognized for her calm and professional work during a chaotic scene. An extensive investigation jointly between the Massachusetts State Police and Maynard Officers resulted in an arrest of the suspect a week later.
- **Park Street House Explosion** - On September 2, 2021, a call was received from a Park Street resident that he could smell gas in his house. Dispatch advised the caller to go outside and wait, and police and Fire were dispatched to the residence. While enroute to the residence a loud explosion was heard and upon arrival officers found the house becoming engulfed in flames. Sergeant Brian Petersen, Officers Eric Davoll, Patrick Brennan and Joseph Gennaro and members of the fire department looked to get into the house to find any residents. An officer got into the house somewhat, however they were quickly driven back by the flames and smoke. After the fire was extinguished, it was discovered that the homeowner had died while in the house. Two officers were transported to the hospital with smoke inhalation, they were released later that night. This incident was traumatic as the victim and his family were long time respected residents of the community.

PERSONNEL CHANGES:

- Joseph Morahan was hired he previously worked full-time in Dunstable prior to joining the Maynard Police Department.
- Christopher Wellborn who was working as an officer with the Emerson College Police Department.
- Brandon O’Neill rejoined the department. Brandon previously worked for the Maynard Police Department from 2007-2010.
- James Banatoski, who was a part-time officer, was appointed to a full-time position and began attending the full-time police academy in Boylston on December 5, 2021.
- Officer Mirella Ruggiero resigned to pursue other vocations.
- Officer Lucien Comeau resigned to return to the private sector.
- Officer Patrick Brennan transferred to the Pepperell Police Department.

POLICE REFORM: On the last day of 2020 Police Reform was passed and signed into law. Below is a brief synopsis of the new law.

- Peace Officer Standards and Training Commission (POST) - Nine Person Commission
- Certification – All officers must be certified
- Anti-Bias Policing – Processes put in place to confirm no officer or department is engaging in racial or other illegal biases.
- Use of Force - Bans chokeholds
- Training - Minimum 40 hours per year all officers must be full-time academy trained.
- New requirements for background checks and hiring
- Misconduct investigations and database: POST can conduct any misconduct investigation and de-certify officers. They will only likely investigate complaints that involve excessive force, bias policing, and fraud. Officer misconduct will be available to the public on a database to be developed.
- Policy requirements – All police departments are required to have certain policies with standardized procedures and protocols.
- Qualified Immunity Committee – formed a committee to study qualified immunity.

How it impacts the Maynard Police Department:

- All Maynard officers have been certified by POST.

- Maynard is accredited and already had most of the policies and only had to add some language to others.
- Training: Maynard officers have always exceeded the required trainings.
- Misconduct Investigations: Maynard hasn't had issues with complaints regarding excessive force, bias policing, or fraud that are the focus of the POST Commission.
- Anti-Bias: The Maynard Police Department has always been an inclusive and transparent department. As is in our Mission Statement we treat everyone equally with trust integrity, fairness, and professionalism. See below for statistics pursuant to recent study of motor vehicle stops.

A study required by the Commonwealth on motor vehicle stops were tabulated over a period of time to look for potential racial biases from the more than 300 police agencies in Massachusetts that issue citations. The data presented that no support was shown for a pattern of racial disparity in police motor vehicle stops for the state as a whole. The data for Maynard specifically showed a complete anti-bias for motor vehicle stops. Motor vehicle stops by Maynard officers statistically are very anti-bias: as officers are less likely to stop a black motorist (8.8% less), less likely to stop hispanic (13.4% less), and more likely to stop white motorist (23.9% more) than the state average. These statistics are supportive of the Maynard Police Department's commitment to treat everyone equally with respect and professionalism.

DEPARTMENT STAFF

DEPARTMENT PERSONNEL
FULL-TIME

ADMINISTRATION

Chief of Police

Michael A. Noble

Deputy Chief

Christopher Troiano

Lieutenant

Brian Cushing

Administrative Assistant

Lucie DiStefano

PATROL

Patrol Sergeants

Michael Sutherland

Daniel Bodwell

Brian Petersen

Trista Manchuso

Patrol Officers

Jeffrey Houle

Eric Davoll

Brandon Moore

Jordan Blackington

Joseph Gennaro

Allison McCann

Joseph Morahan

Christopher Wellborn

Brandon O'Neill

James Banatoski (Academy)

**SPECIALIZED &
INVESTIGATIVE**

Detective

Richard Seeley

**Student Resource- Elder
Affairs Officer**

Allison McCann

Community Officer

James McGrath

PART-TIME EMPLOYEES

Crossing Guards

Donald Malatesta
Sara Lewis

Civilian Parking Enforcement

Veronica Murphy-Bouldry

Custodian

James Maria

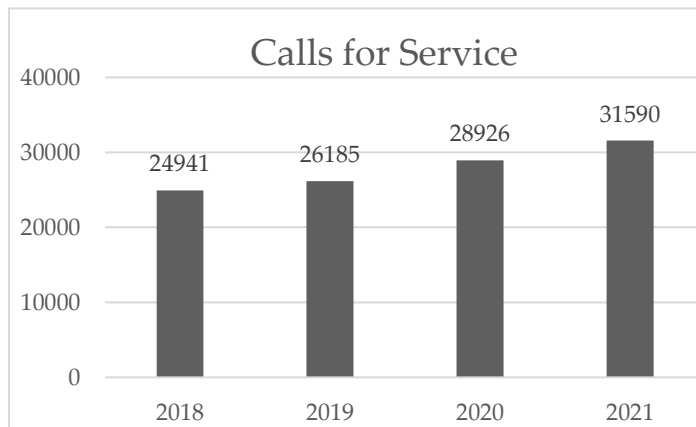
SPECIAL OFFICERS

James Dawson	Shawn Corrigan
Stephen Jones	James Loomer
Karl Nyholm	Ralph Aulenback
Mary McCue	Joseph MacDonald
Greg Balzotti	Alicia Luther

STATISTICS & ANALYSIS

Calls for service continue to rise for the Maynard Police Department. Since 2018 calls for service have risen 27%, even though criminal complaints were down during this period. Our Mental health and crisis calls have risen considerably, and signs show this trend is not slowing down. Another increase in incident reports are calls for fraud and scams by electronic means. These calls significantly target the elderly.

The amount of reported crime has been consistent over the past few years; however, arrests have decreased dramatically due to an increased focus on summoning in lieu of arrests. Department’s incident reports have had a fifty (50%) increase since 2018. The significant increase in mental health calls for service is a factor in the increased incident reports. Many of these calls/scams specifically target the elderly.



In summary there has been a significant and continual increase in calls for service and incident reports. This has occurred without any increase in staffing. Pursuant to the Town of Maynard Master plan the staffing needs should be reviewed with the significant increase in call and incident volume.

Case Activity	2018	2019	2020	2021
Total Offenses Committed	768	791	751	755
Felonies	140	117	129	117
Crime Related Incidents	308	316	343	352

Non-Crime Related Incidents	448	436	714	831
Total Arrests	166	159	97	77
Protective Custody	15	24	8	7
Juvenile Arrests	1	1	1	0

Department Totals	2018	2019	2020	2021
Incident Reports	804	785	1095	1204
Arrests	166	159	97	77
Motor Vehicle Stops	4131	3591	2015	2125
Citations	1532	1265	933	757
Warrants	99	147	99	177
Accidents	147	128	101	132
E911 Call Volume	1,555	1,468	1,612	2,266

Calls for Service Report:

Call Reason	Total	Call Reason2	Total2	Call Reason3	Total3
911 Call/Abandoned/ Hang up	398	ID Check	0	Undesirable	18
Abandoned MV	1	Identity Theft	5	Vandalism	29
Alarm - Smoke Detector	106	Investigation	47	Serve Warrant	24
Alarm - Business	115	Juvenile Offenses	62	Water Problem	29
Alarm - Residential	37	Larceny of a Motor Vehicle	3	Well Being Check	215
Alarm - Carbon Monoxide	21	Larceny	30	Wire/Tree Down	166
Animal Complaint	354	Locked Out	23		
Area Check	15448	Locked In	6		
Assault	8	Medical Emergency	738		
Assist Citizen	300	Missing Person	26		
Assist Fire Department	1	Mutal Aid Police	5		
Assist Police Department	45	MV Accident W / No Injury	77		
Assist Other Agency	41	MV Accident W / Injury	18		
Attempt to Locate	6	MV Accident Property Damage	42		
B&E (Motor Vehicle)	0	MV Complaint	140		
B&E (Past)	7	MV Accident Hit & Run	26		
Bomb Scare	0	MV Accident Pedestrian	7		
Chemical Hazard Spill/Leak	1	Motor Vehicle Stop	2125		

By-Law Violation	31	Noise Complaint	114		
Building Check	108	Notification	85		
Court Paperwork Received	169	Open Door	45		
Civil Dispute	28	Serve Paperwork	128		
Directed Patrol	1794	Parking Complaint	72		
Disturbance	92	Property Release	70		
Disabled Motor Vehicle	69	Property Damage	22		
Domestic Disturbance	53	Found / Lost Property	170		
Illegal Dumping	15	Prisoner Released	37		
Electrical / Wiring Problem	3	Prisoner Transport	33		
Escort / Transport	120	Private Tow / Repossession	16		
Environmental	3	Radar Enforcement	1023		
Explosion / Fire Works	20	Serve Restraining Order	64		
Family Matter	48	Restraining Order Violation	20		
Alarm - Box	78	Medical Emergency (Overdose)	15		
Fire, Brush	4	Sudden Death	8		
Fire, Vehicle	0	Section 12 / Psych. Emergency	52		
Fire, Structure	5	Sex Offenses	6		
Fire, Other	19	Shoplifting	4		
Field Interview	2	Suicide / Threat	5		
Odor of Natural Gas	64	Serve Summons	37		
Follow Up Investigation	349	Suspicious Person	40		
Fraud	80	Suspicious Vehicle	72		
Forgery/Uttering/Counterfeit		Threatening to Commit a Crime	7		
General Service	352	Traffic Enforcement	1200		
Hazmat Incident / Spill	1	Traffic Control	18		
Harassing / Harassing Calls	120	Trespassing	28		
Hazard	40	Traffic Hazard	123		

Total Crimes Report:

Crime	2018	2019	2020	2021
Kidnapping/Abduction	2	1	0	1
Forcible Rape	5	1	6	5
Forcible Fondling	1	1	3	1

Aggravated Assault	24	24	13	27
Simple Assault	42	34	32	29
Intimidation	19	20	23	17
Statutory Rape	2	1	0	0
Burglary/B&E	8	11	4	6
Larceny (Shoplifting)	2	2	2	6
Larceny (Building)	17	9	5	3
Larceny (Motor Vehicle)	4	2	2	3
Larceny (All Other)	26	21	44	22
Motor Vehicle Theft	4	2	10	5
Counterfeit/Forgery	11	8	10	11
Fraud (False Pretense/Swindle)	13	18	29	22
Fraud (Impersonation)	7	15	73	23
Destruction of Property)	33	36	30	41
Drug/Narcotic Violations	4	18	33	25
Bad Checks	3	1	0	0
Disorderly Conduct	9	10	3	15
Driving Under the Influence	22	29	17	9
Drunkenness	17	27	9	7
Liquor Law Violation	6	12	7	15
Trespass	0	5	5	10
All Other Offenses	109	94	119	105

I personally thank every officer on the department for their professionalism and dedication. There is not a finer group of men and women in law enforcement. I want to sincerely thank Town Administrator Gregory Johnson, the Honorable Select Board, and the other Department Heads for their continued partnerships, collaboration, and support in pursuit of Maynard Town excellence. As always, a special thanks to my administrative assistant, Lucie Distefano, whose contributions are too numerous to mention.

Finally, I genuinely want to thank the residents of Maynard for your continued support through these extraordinary times, without it we couldn't accomplish our goal of providing the highest level of police services equally that will preserve a quality of life that makes this community desirable for everyone to live, visit, and engage in commerce.

Respectfully Submitted,

Michael A. Noble

Chief of Police

PUBLIC SAFETY COMMUNICATIONS

Maynard Public Safety Communications is responsible for handing calls for service for the Maynard Police Department and Maynard Fire Department. This entails E911 phone calls, business line phone calls, radio transmissions, fire alarm monitoring, call entry, walk-in requests, and various administrative duties.

Grants

Maynard Public Safety Communications applied for and was awarded two State 911 Department Grants for the coming year. The Support and Incentive Grant (**\$32,439.00**) and the Training Grant (**\$21,088.06**). The Support and Incentive Grant is applied in its entirety to offset the cost of personnel salaries, specifically for the Communications Supervisor. The Training Grant is applied to the costs of training new Public Safety Dispatchers as well as meeting the required State 911 Department continuing education hours (16 hours) to maintain certification through the State of Massachusetts. This brings the total State 911 Department Grants awarded to Maynard Public Safety Communications to **\$53,527.06**.

Call Volume

There were (**2,266**) calls received on the 911 emergency lines into Maynard Public Safety Communications. This is an increase by (654) emergency calls received than the previous year. This is a significant increase from 2020. There were **31,590** calls for service for both Police and Fire that were processed through the Maynard Public Safety Communications Center, again we see an increase by **2,664** from 2020.

Personnel

In 2021, Public Safety Dispatchers Alicia Luther, Joseph MacDonald and Daniel Cacciatore remain on staff. Erica Lavalley and Justyne Stewart accepted full-time positions in the private sector. Justyne Stewart remained on staff as a per-diem employee and continued to contribute to operations. Firefighter James McGowan accepted a light duty assignment in the Communications Center. He attended the 16-hour New Hire Next Gen 911 course and the 40-hour APCO Public Safety Telecommunicator course to become a certified Massachusetts Telecommunicator. James' contributions, including his Fire Department knowledge have been an incredible asset. In 2021, Mikhail Higley was hired as a full-time Public Safety Dispatcher, and began his training in December. Mikhail comes to Maynard with experience as an on-call Firefighter in Tyngsborough and Pepperell. The Maynard Public Safety Communications Dispatchers displayed the utmost professionalism and commitment to the safety of our community during the COVID-19 pandemic. They continued to serve the Town of Maynard without interruption during these trying times.

Going Forward

Maynard Public Safety Communications continues to look forward to the future, and possibilities of growth in 2022. We anticipate continued commercial and residential growth, which was reflected in our increased call volume. We look forward to continuing to expand our staff as our community grows, creating a higher demand on the Communications Center for Public Safety Services.

Respectfully Submitted,
Sarah Finnerty
Communications Supervisor

ANIMAL CONTROL OFFICER

TOTAL NUMBER CALLS HANDLED	207
Complaint Calls	34
Lost Dog Calls	12
Lost Cat Calls	10
Other Cat-related calls	9
Wildlife Calls	49
Miscellaneous Calls	45
Total Animals Picked Up	4
Specimens to State Lab for Testing	2
Animal Bites (human/other animal)	7
Quarantine Orders Issued/Released	4

Respectfully Submitted,
Jennifer A. Condon
Animal Control Officer/Inspector

FIRE DEPARTMENT

Organizational Updates

2021 was another eventful and challenging year for your Maynard Fire Department. Continuing to deal with the COVID-19 crisis put a tremendous strain on your firefighters. Dealing with the constant unknown of when a potential exposure could occur required firefighters to don personal protective equipment above and beyond what they usually would. In December, about 40% of Maynard

Firefighters were out or in quarantine. We saw some of our firefighters leave for other opportunities allowing us to hire a few new people. Jason Chasse, and Ronnie Row. We also added Travis Gross as a temporary firefighter filling in for a long-term injury. In December of 2021, Chief Stowers had an unexpected medical emergency and was out for an extended period. During his absence, Captain Angela Lawless served as Acting Fire Chief, and Mark Tomyl served as Acting Captain. Both did a tremendous job!

We continued to see an increase in call volume for 2021. Much of this is the increasing impact of the 129 Parker Street project, and some are just normal increases. This increase represents a multi-year trend for the Maynard Fire Department. This past year saw us respond to over 1,860 emergency incidents, an increase of just under 10% from 2020. This represents over 3,500 total responses,

including advanced life support responses, the majority of those falling in the EMS category. Below is a month-by-month comparison between 2020 and 2021.



Emergency Medical Services Division

The Maynard Fire Department (MFD) responded to 1,054 emergency medical calls in 2021 that required some type of medical intervention. In addition, we had well-being checks and public assistance, which put our EMS responses at over 55% of our total requests for service. This year was especially trying because of the continuing COVID-19 crisis and the special precautions that were required on EMS responses. All our members are aware that our medical service has one of the greatest impacts on the community and that impeccable service is what we strive to provide. The Maynard Fire Department emphasizes this fact by ensuring top-notch education and training to our firefighter/EMT. The department provides vendors from many disciplines to educate all our members. Annually we are required to take 20 hours in continuing education; your Maynard Firefighters exceed the minimum standards.

The chain of survival does not start with Maynard Fire Department, it begins in the community, and therefore the Maynard Fire Department provides classes for schools, daycares, scout leaders, town employees, community members, or anyone that asks. This program only takes a few moments and can save a life. If you have a group of people that want to be taught CPR, contact the station.

Inspectional/Administrative Services and Maintenance

In 2021 the Maynard Fire Department documented 966 fire prevention activities, including 320 inspections of all types such as smoke and carbon monoxide detectors, oil and propane tank removals and installations, fire alarm, sprinkler systems, and many other categories. The property at 129 Parker Street (Digital Way) is well under construction, and most of the residential units are occupied.

There is still ongoing construction, and many of the retail and commercial units are yet to be fitted out for occupancy, so we expect the need for inspections to rise in 2022 and beyond.

In addition to inspections, the Maynard Fire Department also issues installation or removal permits for oil burners, tanks, sprinkler systems, fire alarm systems, storage tanks, and many other categories. We also conduct plans reviews of proposed sites for new projects and major changes to existing ones, sprinkler system and fire alarm installations, and in some cases, building layout. As has been the case in recent years, inspectional services continue to consume a large amount of time during the workday. We also conduct daily, weekly, and monthly maintenance on apparatus, equipment, and the fire station itself to keep equipment ready for service.

Training

In 2021, Maynard Firefighters documented 606 in-house training events accounting for over 3,412 hours of employee training. This included training with our newer firefighters to give them the basic skills to provide the best service possible as a Maynard Firefighter, driver training, water, and ice rescue, EMS, leadership development, and more. Training in 2021 was also impacted by COVID-19 and did not allow for as much training as we would have liked. Almost no training took place off-site for safety reasons.

Communications

This past year saw us continue the full transition to radio box technology. We started this process in 2013 to begin moving away from the aging municipal system we had been using. We continue working closely with the communications division of public safety on overall system improvement. This includes periodic meetings to discuss any issues that may arise during an event to look for more efficiencies and improved techniques.

Public Education

In 2021, the Maynard Fire Department continued its mission of providing safety-related educational experiences for all the citizens of our community. We were able to obtain two student awareness of fire education (S.A.F.E.) grants from a state-funded program through the Department of Fire Services. One of these grants allowed Maynard Firefighters to educate Maynard School children. The second grant allowed Maynard Firefighters to present to our older adults. Both audiences will enable us to share valuable life safety tips and techniques to keep our most vulnerable citizens safer. Public education in 2021 continued to be impacted by COVID-19 and did not allow for much face-to-face interaction. Normal activities such as classroom interactions, a mock distracted driving demonstration, public safety days, truck day, and our annual open house, among others, were not possible this year for safety reasons. Captain Parr continued making and sending out some instructional videos on YouTube. These episodes are called “This Old Firehouse” and can be found on our Facebook page, as well as our website Maynardfd.com. We are continuing to work with the Maynard public and private schools, as well as the Maynard Council on Aging, to try and reach our most vulnerable populations. We are also willing to speak to businesses or groups, so if you are looking for a safety presentation, please let us know.

The Building, Apparatus, and Equipment

Maynard’s Fire Station continues to show the wear and tear of an aging building and is in rough shape despite the efforts of our personnel and the facilities department to keep up with the maintenance. This year we needed to do extensive repairs on the boiler, plumbing, and electrical systems with the age and condition of the existing systems; it needs to be done frequently. Thankfully we saw the construction of a new fire station for Maynard start in April of 2021. We hope to occupy the new building by the late summer of 2022.



A new Ambulance arrived here early this spring and was put in service in July. This allows us to move Ambulance 2 to reserve status, where it will be used when the new ambulance is being serviced or in need of repair or warranty work. We also needed to complete multiple repairs on Engine 2 involving multiple areas. These repairs have been completed, and we are confident the issues will not re-occur. We are hoping to replace Engine 1 next year and move the current Engine 1 to reserve status, where it will be used in the event the other Engines need repair or warranty work. Our apparatus breakdown and descriptions are below.

<i>Apparatus</i>	<i>Description</i>	<i>Apparatus</i>	<i>Description</i>
<i>Engine 1</i>	2001 E-One, Class A Pump	Brush 1	2011 F-350 with a forestry pump unit on a removable skid

<i>Engine 2</i>	2015 E-One, Class A Pump	Ambulance 1	2021 F-550/ Horton
<i>Ladder 1</i>	2017 E-One Aerial with 1500 GPM Pump (Quint)	Car 1	2013 Fore Explorer with command car set-up
<i>Ambulance 2</i>	2013 F-450/ Osage		

The Future

The expected move-in date for the new fire station is August of 2022. We will work hard to provide updates and photos during this process.

Based on our strategic plan, significant initiatives moving forward are training firefighters to the Paramedic level, seeking accreditation through the Center for Public Safety Excellence, continuing to build on and expand existing programs for fire prevention and public education. We are committed to continuing to provide Maynard residents with the highest level of service possible in a cost-effective manner.

I would like to thank my department members for their continued dedication to the fire service and their support of the fire department. I would also like to thank the Maynard Select Board and all the town halls staff, all town department heads and their respective staff, especially our public safety partners in the police and communications divisions, and most importantly, the citizens of Maynard for their continued support.

Respectfully submitted,
Anthony Stowers
Fire Chief

EMERGENCY MANAGEMENT AGENCY

The Maynard Emergency Management Agency (EMA) is the Town agency responsible for coordinating federal, state, local, volunteer, and private resources during emergencies and disasters in the Town of Maynard. Emergency Management develops plans for an effective response to all-hazard incidents, disasters, or threats, trains emergency personnel and volunteers to protect the public, provides information to residents, and assists individuals, families, and businesses to mitigate against, prepare for, and respond to and recover from emergencies, both natural and human-made

In the event of extreme weather conditions, the Emergency Management Agency manages and activates "Warming Centers" and "Cooling Centers" to be used during the different seasons of the year when there is a power outage. These are used as temporary places of refuge to warm up or cool down, charge your cell phone or medical equipment, and perhaps get something to drink or eat. In 2021 we opened up a few cooling centers during a hot stretch over the summer. Cooling or warming centers do not accommodate overnight stays. We continue to urge residents to be prepared and have emergency supplies on hand to Shelter in Place for a Weather Event.

The Emergency Management Director (EMD) serves as the Chairman of the Local Emergency Planning Committee (LEPC). The LEPC is the planning side of the Town's department-wide response to emergencies. The Maynard EMA continued using the state's web-based emergency management communications system, WebEOC, to provide real-time information sharing during natural and man-made incidents. The EMD worked closely with staff from the MEMA Region 1

Office in Tewksbury and Framingham Headquarters. In addition, staff attended several Local Directors Meetings and various stakeholder meetings/training throughout the state.

I would like to thank Deputy Director of Operations John Flood, Deputy Director Justin DeMarco, Human Resources Coordinator Stephanie Duggan, as well as other representatives of the LEPC for their assistance and dedication to supporting and coordinating the Agency activities. Ms. Duggan, "the Voice of Maynard," also serves as the MCC/MRC Coordinator and handles all notifications of meetings and events, coordinates unit activities, and assists with all emergency response call-outs to volunteers and the Town at large. I would like to extend a special thank you to all the volunteer members of the MCC/MRC for their dedication to ensuring the safety of the residents of Maynard. We are always looking for more volunteers to aid the MCC/MRC for anyone who wants to get involved.

2021 remained extremely trying for the Maynard EMA as we oversaw the CARES Act spending and FEMA relief related to the COVID-19 Pandemic.

In closing, I would like to remind residents that the Maynard Emergency Management Agency maintains a dedicated public emergency information line for residents to call for important recorded information during an incident; please make a note of the following number: (978) 897-1332.

Respectfully submitted,

Anthony Stowers
Fire Chief/EMD

Public Works

ADMINISTRATIVE DIVISION



Administrative Staff:

Justin DeMarco.....	Director of Public Works
Marie Morando.....	Administrative Assistant
Deb Mealey.....	Department Assistant
Michael Hatch.....	Superintendent of Water/Sewer
Wayne Amico (VHB).....	On-call Engineer

Department of Public Works Office – Located in the Lower Level of Town Hall

Hours of Operation:	Monday, Wednesday & Thursday	8:00 am to 4:00 pm
	Tuesday	8:00 am to 7:00 pm
	Friday	8:00 am to 12:00 pm
	Closed:	Weekends & Public Holidays
	Phone#	(978) 897-1317
	Fax#	(978) 897-7290

We can also be reached through the Town’s website

<http://www.townofmaynard-ma.gov/dpw/>

Mission Statement

The mission of the Department of Public Works is to provide professional services throughout the community. Every day Public Works strives to provide its services in a safe, effective and technically sound manner. We strive to provide maintenance, repair and capital improvement of town infrastructure in a courteous, professional and citizen-responsive manner. This mission is accomplished through the department's multi-disciplinary divisions including Administration, Highway, Cemetery & Parks, Water & Sewer, Facilities, and Solid Waste & Recycling.

The Department of Public Works provides essential public services to the residents and businesses of Maynard. These services include the treatments and distribution of safe, clean drinking water; construction and maintenance of Town roads and sidewalks, maintenance of sewer and storm drainage infrastructure; collection and treatment of wastewater, solid waste disposal and recycling; maintenance and care of the town parks, cemetery and public shade trees; maintenance of municipal buildings.

The Department of Public Works (DPW) Administration is responsible for budgeting, planning, engineering and operations management of the department. DPW Administration provides leadership and management support to all divisions in an effort to achieve department goals. The success of the Department relies heavily on the talent and commitment that exists within its workforce, the support and guidance provided by the Town Administrator and Select Board, and the cooperation that exists between Town departments.

Solid Waste/Recycling/Disposal Programs

Department of Public Works manages the solid waste and recycling program for the Town of Maynard. The Town's current solid waste and recycling contract was awarded to E.L. Harvey & Sons to facilitate the removal of residential solid waste and recycling commencing July 1, 2017. We are currently in the last year of the contract.

The current Pay-As-You-Throw program helps to keep the tonnage of trash down while encouraging residents to participate in the recycling program. The town's solid waste rules and regulations were strictly enforced.

The DPW also operates the seasonal Recycling Drop-Off Center. At the town's drop-off center, located at 38 Winter Street, our residents are able to dispose of items such as tires, appliances, etc.

Engineering Projects

VHB provides part-time Town Engineering support within the DPW and on-call engineering assistance to the Town, as needed, to help resolve engineering challenges.

Annual Paving Program- The following streets were advertised for construction in the spring of 2021. The streets were originally planned to be reconstructed during 2020, but because of COVID the advertising was delayed, and then the cold weather set in. These streets were paved in the summer of 2021. Engineering with DPW support prepared Bid Documents and advertised the project for construction of the following.

- Nason Street from #12 to #42 - Mill and Overlay
- Brooks Street from Concord Street to Jethro Street - Reclamation
- Brooks Street from Summer Street to Concord Street - Reclamation
- Durant Avenue from Dana Road to the Cul-de-Sac - Reclamation

MS4 (Municipal Separate Storm Sewer System) Permit Compliance - VHB assisted the Town in support of Maynard's Stormwater Management Program in order to meet the NPDES MS4 Permit Year 3 and 4 requirements.

- Annual Report: The Year 3 Annual Report was completed and submitted to EPA in September. This report summarized the Town's compliance activities that were completed in Year 3 of the Permit.
 - Drainage System Mapping: The Town's stormwater drainage system database was revised when field activities revealed inaccurate or incomplete mapping. Plans, photos, and inspection logs were also attached to database features as necessary.
 - Dry Weather Outfall Screening and Sampling: Dry weather screening and sampling—a requirement of the MS4 Permit that involves visiting every Town-owned stormwater outfall during dry weather, screening the outfalls for flow, and sampling if flow exists—was completed.
 - Wet Weather Outfall Screening and Sampling: Wet weather screening and sampling—a requirement of the MS4 Permit that involves visiting every Town-owned stormwater outfall during wet weather, screening the outfalls for flow, and sampling if flow exists—commenced in fall of 2021. Twenty outfalls were screened, and about twenty more will be screened each year for the next six years to fulfill the ongoing MS4 requirements.
 - Catchment Investigations: Investigations continued into outfalls that were found to have contaminated flow during dry weather. Planning also began for routine investigations of each catchment in the Town's stormwater drainage system—a requirement of the MS4 Permit.
 - Stormwater Management Regulations Updates: The Stormwater Management Regulations were amended by the Conservation Commission on June 8, 2021, requiring among other things, that all projects with land disturbance equal to or greater than 10,000 square feet receive a Stormwater Management Permit before commencing.
 - Stormwater Training: A stormwater and illicit discharge training session was provided to all Department of Public Works staff on March 30, 2021.
 - General Compliance Activities: Many smaller, miscellaneous tasks were performed to ensure the Town stays in compliance with the MS4 Permit, such as public education and engagement activities; tracking of illicit discharges, street sweeping and catch basin cleaning; annual updates to MS4 documents such as the SWMP and IDDE Plan; etc.
- MS4 (Municipal Separate Storm Sewer System) Permit Compliance Inspections –VHB assisted the Town in support of Maynard Stormwater Management Program in order to meet the NPDES MS4 Permit Year 3 and 4 requirements.
 - Highway Garage/Pine Hill Rd. Site SWPPP Inspections: Quarterly Storm Water Pollution Prevention Plan (SWPPP) inspections were performed of Maynard's labor yards, including the Highway Garage and the Pine Hill Road

stockpile site. The goal of these inspections is to ensure activities at Maynard’s labor yards do not contribute to stormwater pollution.

- BMP Inspections: All 24 mapped structural stormwater best management practices (BMPs) were inspected on October 13, 2021. Inspections evaluated BMPs for overall structural integrity, vegetation condition, sediment/debris build-up and other signs of BMP malfunction.

- UST (Underground Storage Tank) Inspections
 - VHB provided environmental engineering services to the Town of Maynard, which included monthly inspections for twelve (12) months from January through December 2021. The Towns UST’s contain gasoline and diesel fuel to fuel Town vehicles and equipment. VHB’s monthly UST inspections for the Maynard DPW facility are in accordance with Massachusetts Department of Environmental Protection regulations 310 CMR 80.00 Underground Storage Tank (UST) Systems, Federal Regulations, including 40 CFR 280 - Underground Storage Tank Regulations; Fire Prevention Standards, NFPA 30 – Flammable and Combustible Liquids Code; and State and Local regulations. VHB provided the Client with monthly inspection reports and recommendations for repairs or replacements (if necessary) in a standard format.

- WWTP Contact Chamber repair - Engineering with VHB support prepared plans and specifications for the repair of a failed concrete Contact Chamber Wall within one of the WWTP Contact Chambers. Engineering and DPW Prepared Bid Documents and Readvertised the project for Construction again in 2021.
- MAPC Climate Resiliency Grant Application for Nason Street Drainage Improvements - Engineering with VHB support provided Conceptual design plans for drainage improvements along Nason Street in the downtown basin area and included the design plans with a 2021 Municipal Grant Application filed by DPW.
- Townwide Pavement Striping Contract – Engineering with DPW and VHB support prepared bidding documents to secure town wide roadway restriping program. Engineering coordinated with Vendor for preparation and installation of pavement markings.
- Downtown re-signage plan preparation- Engineering with DPW and VHB support prepared a comprehensive downtown re-signing plan for main Street, Nason Street and Summer Street. Engineering and DPW will prepare bidding documents for 2022 advertising and construction Engineering and VHB will provide onsite construction support during the signage installation.

CEMETERY AND PARKS DIVISION

Cemetery and Parks Staff:

Marc Currier.....	Cemetery & Parks Foreman
Joseph Parker.....	Skilled Laborer
Tim Lawton.....	Skilled Laborer

Tim Lawton joined our Cemetery division during the summer months of 2021. Tim has proven a great asset to this division. The department welcomed him. The DPW Cemetery & Parks Division is responsible for the maintenance of the Glenwood Cemetery, Memorial Park, Reo Park, Coolidge Park, Carbone Park, Crowe Park and Rockland Avenue Soccer Field. School athletic facilities. Maintenance responsibility includes municipal building grounds, including the police station, the Boys and Girls Club, the turnaround at the Sudbury line, and open space parcels Town-wide.

Glenwood Cemetery

Glenwood Cemetery is comprised of approximately 25 acres of land. During 2021 the cemetery had 60 full burials and cremations. The administrative office and the cemetery foreman work closely with funeral directors and residents to plan funeral arrangements and carry out interment and committal services.

The Cemetery and Parks Division has the responsibility for the maintenance and management of the Glenwood Cemetery. The grass is mowed and trimmed as needed around headstones and trees on a regular basis. All Town plantings and shrubs are trimmed in the spring. It is the lot owner’s responsibility to maintain shrubs and plantings on their lots. The Cemetery Division will continue to remove shrubs that become unsightly or overgrown. The Town also directs the placement of monuments and flat markers to ensure conformance with Cemetery By-laws. The Cemetery Division installs G.I. Markers for our Veterans; the Veterans Administration supplies the G.I. Markers.

Christmas Tree Removals

Christmas Tree disposal services was held at our recycle center at the Public Works garage each Saturday in January for a small fee of \$5.00 in order to help with the expenses associated with the service.

Maintenance of Parks and Athletic Fields

The Cemetery and Parks Division maintains approximately 1,000,000 square feet of grass areas, which include athletic fields, such as the High School football and baseball fields, softball field, front soccer field, tennis courts, Fowler School soccer field. They maintain Memorial Park, Reo and Coolidge Parks, Dunn Park including numerous small open spaces throughout Town. This division maintains the fields to the highest level possible with available manpower and funding. All playgrounds are inspected on a regular schedule and repairs are made as needed. Residents are also encouraged to report any playground related issues to the Department of Public Works administrative office.

HIGHWAY DIVISION

Highway Staff:

Joe Foster.....	Highway Foreman
Matti Tuomi.....	Special Equipment Operator
Tom Palola.....	Lead Mechanic
James Ferguson.....	Skilled Laborer
Jacob Doughty.....	Skilled Laborer
Richard Genetti.....	Skilled Laborer

The highway division had a turnover of personnel during 2021, three long time employees left to pursue their careers. We had another employee go from the cemetery division to the highway. We are happy to have Richard Genetti a long time Maynard resident join our team.

The DPW Highway Division maintains over 83 lane miles of roads, 30 miles of sidewalks, all municipal parking lots and the Town’s storm drainage infrastructure. This division is also responsible for the fleet maintenance of all Town owned motor vehicles and mechanical equipment. Daily the division maintains the cutting of roadside brush, maintaining the rail trail, filling potholes, rebuilding drainage structures, paving water trenches, installing berms, grading gravel roads, painting crosswalks and stencils, numerous downtown cleanups before and after events downtown, installed new benches and historical signs.

Snow and Ice Control

The Highway Division provides winter snow and ice maintenance throughout the Town. All streets and sidewalks located adjacent to main roadways are plowed and salted as needed during winter storm events. Snow is removed as needed from the Central Business District along with intersections and outlying areas to allow for proper traffic movement, pedestrian use and public safety. The Town roadways are treated with road salt mixed with magnesium chloride. During winter storm response, the Town utilizes over 35 pieces of equipment on the roadway. This effort is made up of DPW employees from all divisions as well as contracted employees and equipment. During this past snow season, we had approximately 54 inches of snow, and used well over a 1000 tons of treated salt. The DPW would like to thank all Town residents and business owners for their patience during the snow season.

Fleet Vehicle & Equipment – Maintenance & Repair

The Highway Division maintains all vehicles owned by the Town of Maynard (except specialty Fire Apparatus Equipment). There are presently 55 pieces of equipment registered in our fleet, this includes Heavy / Medium / Light duty trucks, loaders, backhoes, sidewalk plows, vacuum/jet truck, brush chippers, etc. The equipment is maintained to the highest level possible.

Storm Drains

The Storm Water Management Act requires the inspection of all outfalls for pollutants. We have mapped the outfall locations along the Assabet River and the collection points throughout Town. A total of 832 catch basins and selected drain lines were mechanically cleaned in 2021. We removed 450 cubic feet of debris. The Department requests that Maynard Residents keep the catch basins located adjacent to their property clear of leaves and debris. This prevents localized flooding during heavy rain events. The DPW thanks the residents for their assistance with this effort.

WATER AND SEWER DIVISIONS

Water and Sewer Staff:

Tim Mullally.....	Water and Sewer Foreman
John DeMars.....	Water/Sewer Operator
Nathan Dee.....	Water/Sewer Operator
Joe Worthington.....	Water/Sewer Secondary Operator
Matt McDonald.....	Laborer
Ryan Bernard.....	Water/Sewer Secondary Operator (September 2021)

The water/sewer division is pleased to welcome Ryan Bernard to the Town. Ryan joined the division in the fall of 2021 as a Secondary Operator. Ryan comes to Maynard with a lengthy career in water and sewer.

The Water & Sewer Division is responsible for the treatment and distribution of clean, safe drinking water to the residents of Maynard as well as the maintenance of the sewer collection system. This division operates and maintains three water treatment plants, 10 sewer pump stations and over 100 miles of water distribution and sewer collection lines servicing the Town of Maynard.

Water Works, Treatment and Sampling

The Water & Sewer Division is responsible for ensuring that the water supply meets or exceeds all EPA and MassDEP guidelines for safe drinking water. The three Maynard water treatment plants operate under the Massachusetts Department of Environmental Protection Water Management Permit 9P4-2-14-174.01 as the Maynard Public Water Supply ID PWS 2174000. The Division does extensive testing of the water supply, both at the source and at various points in the distribution system to ensure the quality of water meets the highest standards. Testing is conducted on a regular schedule mandated by DEP. All water samples are sent to a certified laboratory for analysis to ensure compliance with DEP & EPA standards. The water is treated at the three Town operated Water Treatment Plants to remove excess Iron and Manganese, pH is adjusted and Chlorine is added to remove any bacteria in the water.

Water Distribution

The Town has approximately 70 miles of water mains ranging from 2 inches to 16 inches in diameter. Many of these water mains are more than 80 years old. The Town actively maintains the water mains and valves, through monitoring, repairs and replacements.

During 2021, the DPW responded to and repaired five water main breaks.

Hydrant Maintenance and Replacement

The Water & Sewer Division flushes fire hydrants regularly as part of the PWS distribution flushing program. During 2021, six hydrants were replaced and eleven hydrants were repaired. The division also repaired and replaced hydrant gates as needed. Fire hydrants are periodically tested by the Fire Department. Shoveling out of hydrants is completed as needed following snow events with assistance from the Fire Department. The Town asks residents for their cooperation in keeping any hydrants adjacent to their property clear of snow for public safety.

Meter Readings

All residential and commercial radio-read water meters are read quarterly, we presently have over 4,400 water services connected to the distribution system. Water and sewer bills are sent out on a quarterly basis as well. The administrative office is in the process of updating our meter reading system and we hope that it will be up and running by July 1, 2022.

Sewer Collection System

Over 95% of the residents in Maynard are serviced by the sewer collection system. Trunk lines and mains vary with age. The DPW performs regular preventive maintenance on the sewer system including line jetting, CCTV inspections, manhole inspection and lift station equipment inspections.

The DPW currently has a Sewer System Inflow & Infiltration program which assists with assessing the condition of the sewer collection system, identifying issues and developing corrective actions. This program will be ongoing and is mandated to meet our NPDES permit for the WWTP.

The Town operates 10 sewer pump stations at various locations throughout the Town which service low lying neighborhoods. During 2021 the division replaced a new motor at the Assabet Pump Station and a new motor at Mockingbird Pump Station. We had to rebuild two pumps at Powder Mill Road pump station. We also installed new mission alarms at Assabet Pump Station and Wood Lane Pump Station.

The department would like to remind residents to be considerate of what is put into the waste system. Non-biodegradable items such as paper towels, wipes, rags, etc. should not be disposed of into the sewer system. These items are major contributors to clogs in the sewer collection system costing customers thousands of dollars in repairs annually, which reflect on future sewer user rate.

Wastewater Treatment Plant

Veolia Water North America currently operates and maintains the Maynard WWTF under the management of the Department of Public Works. Veolia is currently in the fifth year of their current contract.

The Maynard Wastewater Treatment Facility (WWTF) is designed to treat an average of 1.45 Million Gallons per Day (MGD) of raw influent sewage. The facility is manned daily 7 days a week and it is monitored remotely (physically onsite during weather emergencies) 24/7. As the water passes through the facility it gets cleaner and cleaner until it is able to meet the government's set standards for clean water. The process starts with Preliminary treatment (removing plastics and trash), Primary and Secondary Settling treatment (removing grease and solids), RBC biological nutrient removal treatment (reducing organic pollutants), Co-Mag tertiary treatment (removing remaining phosphorus), and Sodium Hypochlorite (chlorine) disinfection treatment. At each phase of the treatment process, more and more of the solids sink down and are pumped away to a separate holding tank. Later the solids ("sludge") are sent by tanker to the Greater Lawrence Sanitary District where they are heat dried and turned into fertilizer pellets.

The Facility processes all the influent flow from the sewer collection system and is responsible for ensuring that all treated water (effluent) discharged into the Assabet River is clean according to EPA and DEP standards. Without these complex treatment processes the river could easily become overrun with algae and start to lack the oxygen necessary for its wildlife and river ecosystems to survive. The treatment process also keeps pathogens that are harmful to humans from being discharged into the existing body of water.

The year 2021 was a challenging year. Early in the year, 2 of 12 of the main Rotating Biological Contactors (RBC's) went down due to bearing failure, media failure, and age. RBC's are basically long giant wheels that rotate half in and half out of the water. This rotation is what allows the bacteria to get the oxygen they need to live. The bacteria grow on the wheel and break down the ammonia and the solids that come in through the waste stream. This growth creates a significant amount of weight. All of the normal loadings and flow had to be absorbed by the remaining 10 RBC's. This placed a strain on the remaining older RBC's and a 3rd RBC failed. A 4th RBC had brief issues as well. The Town of Maynard and Veolia Water, with the assistance of Interstate Water, worked for 8 months to get all 12 RBC's back up and running again. The facility is currently fully online and functioning well.

There have been significant improvements in the inventory of critical spare parts on the shelf. The Facility now has redundancy and critical spare parts for almost every aspect of the plant. The Town and Veolia worked diligently this year on updating the facilities capital plan in order to make sure that the facility has adequate resources set aside as the equipment ages and machinery comes upon the end of its life span.

NPDES permit to test its effluent 7 days a week, in order to monitor for the presence of any government regulated contaminants in its effluent. In 2021, in spite of the major mechanical failures causing challenges to the facility, the Treatment Facility had no violations of NPDES permit or excursions in any of its 2400 permit required samples.

FACILITIES DIVISION

Kyle Brainard is the Assistant Facilities Director under the direct supervision of Justin Demarco the Director of Public Works and Facilities. During 2021 the facilities division was happy to acquire funding for a part-time custodian to their staff to help with the daily cleaning and maintenance of town hall. The town is so happy to have Kristen Gorman assume this role.

The town kept the facilities division very busy year with many projects throughout the town's buildings, including Town Hall, Library, Fire Station, Police Station, Maynard's Council on Aging, and Water/Sewer buildings.

During the 2021 the Assistant Director assisted with the following projects:

- Replace roof on pump house at Well#4
- Complete RTU maintenance MPL on 15 units. Belts, Filter's and Repairs
- Complete RTU maintenance on MPD on 8 units. Belts, Filter's and repairs
- Renovate lower room at Town Hall for extra office space (ongoing)
- Purchase commercial grade movable dehumidifiers for water treatment to supplement existing failing ceiling hung units by installing three each at Old Marlboro Road Plant, Rockland Avenue Plant and at Well 4 Plant.
- Installed three new EV charging stations at Maynard Townhall, Maynard Public Library, Maynard Golf Course Each location has two stations with two charging ports with the ability to charge four EV vehicles. They are all ADA Compliant.
- Tested the fire alarm system at each town owned properties, along with all buildings that have a sprinkler system. Tested by licensed vendor. 195 Main St, 197 Main St, 77 Nason Street, 18 Pine Hill Road, Old Marlboro Road water plant, Rockland Ave water plant, well 4 water plant, 12 Bancroft, Maynard Fire Department.
- Generators serviced and advised on repairs to Police Department, Town Hall, Fire Department
- Cell #1 at the Police Department repaired the sliding door frame. Frame had detached from the concert wall. Required specialty vendor with security hardware experience.
- Fence replacement on the corner of Walnut & Thompson Street.
- Facilitate plumbing upgrades at Middle schools & Elementary School.

- Develop Pest management S.O.P for water treatment building #4.
- Work with consulting firm on a new roof and HVAC system project for the Maynard Golf course and Council on Aging. This project is ongoing.
- Scheduled & completed furnace preventive maintenance on all three-water treatment buildings. Serviced and advised on repairs were needed.
- Asbestos containing material was found in two locations at Town Hall (195 Main Street), it was old floor tile. Testing was done by a professional company; an abatement company was hired to properly remove and cart away all positive ACM (Asbestos Containing Material) work was done all after hours when no staff was in the building. After all work was done a second round of air quality testing was done to make sure the area was safe.
- Scheduled & completed preventive maintenance on steam boilers at Fire Department.
- Facilitated the set up and break down of S.T.M on 10/15-10/16 in the Mill & Main parking lot (Drive in style meeting). Rented tent, rented restrooms, set out voter check-in station. Set out traffic pattern with cones and jersey barriers. Supplied and set up table and chairs. Supplied PPE for all workers and town voters.
- Replaced failed steam boiler at Fire Department
- Developed Pest Management Plan for both the Police Station and Town Hall
- Moved multiple offices and personnel in the OMS dept with the help of highway personnel
- Boiler service done at the Fowler Middle School and Town Hall by company that was proficient in the type of boiler we have at both locations
- Ordered work and replacement of EV charging station for the failed units in public parking lot off summer street, a new Charge Point system with dual ports will be installed to take the place of the two single failed units. (Project is ongoing).
- Renovated storage space in the lower level of Town Hall to become new office space. New drop ceiling with LED lighting was installed along with new VCT floor tile in the hallway. Both areas will be painted with new paint.

The Department of Public Works would like to thank the Select Board, Town Administration, Town Departments, who have assisted the Department over the past year. A special thank you to the entire staff who was able to maintain all of its normal duties and staffing requirements while adhering to all CDC safety protocols. We appreciate the residents understanding and patience during this difficult year.

Respectfully submitted,

Justin DeMarco

Director of Public Works

MAYNARD GOLF COURSE

Manager's Report – To the honorable Board of Selectman, Town Administrator and the golfing community of Maynard, this report is submitted for the year ending 2021.



Pandemic Golf – We closed out our second year of strong golf business with many businesses still requiring employees to work from home, along with an awareness of Covid pushing people to outdoor activities, golf continued to be in demand all season long. Some of our drop in midsummer golf revenue vs 2020 was caused by a very wet rainy stretch from the 4th of July through September.

Greens Fees – Greens fees were down slightly compared to the previous year.

Cart Fees – Cart revenue increased compared to the previous year mostly due to about 7 weeks of golf carts not allowed to be used during the pandemic State closure period in 2020.

Season Passes – Season passes revenue increased slightly vs the year before.

Pro Shop – Pro shop sales were up over the previous year mainly due to the pro shop being closed during the pandemic State closure period in 2020 and beyond.

Leagues – League play was up slightly compared to previous year.

Lessons – Group and Junior lessons held steady and private lessons were up slightly.

MHS Golf – Maynard High School's golf team practiced and played matches at MGC. Kelly Mills came back to coach the team.

Functions/Bar – Beer and Liquor revenue was up slightly compared to previous year. Function revenue was up but still fell far short of normal past years due to Covid fears.

Summary – The golf season got off to an early start with play in March and April being strong. We then followed with one of the wettest summers in history that led to reduced greens fees and also impacted cart revenue.

Respectfully Submitted,

Brad Durrin, PGA and Kevin Osgood,

GM Sterling Golf Management, Inc.

Maynard Golf Course

Finance

FINANCE DIRECTOR'S REPORT - FINANCIALS

Town of Maynard Combined Balance Sheet Year Ended June 30, 2021										
	General	Special Revenue	Capital Projects	Trust & Agency	Water Enterprise Fund	Water Enterprise Capital	Sewer Enterprise Fund	Sewer Enterprise Capital	Long Term Debt	Combined Total
Assets:										-
Cash and Equivalents:										-
Cash - Expendable	3,999,770.43	5,370,787.80	14,393,243.59	7,768,387.95	868,194.21	1,663,071.54	1,044,362.64	523,174.89		35,630,993.05
Petty Cash	250.00									250.00
Receivables:										
Personal Property Tax	60,746.94									60,746.94
Real Estate Tax	372,017.75									372,017.75
Allowance for Abatements	(927,876.12)									(927,876.12)
Tax Liens Receivable	853,803.97	2,183.21			13,743.86		9,421.98			879,153.02
Tax Foreclosures										-
Deferred Taxes Receivable	124,883.31									124,883.31
Motor Vehicles Excise	298,139.88									298,139.88
User Charges					256,162.14		403,810.80			659,972.94
Other Receivables		65,772.67								65,772.67
Utility Liens Added to Taxes										-
Amounts to be Provided - Bonds - GENERAL									32,054,350.74	32,054,350.74
Amounts to be Provided - Bonds - WATER									3,434,000.00	3,434,000.00
Amounts to be Provided - Bonds - SEWER									7,359,375.18	7,359,375.18
Amounts to be Provided - Bonds - CPA									690,000.00	690,000.00
										-
TOTAL ASSETS	4,781,736.16	5,438,743.68	14,393,243.59	7,768,387.95	1,138,100.21	1,663,071.54	1,457,595.42	523,174.89	43,537,725.92	80,701,779.36
Liabilities and Fund Equity:										
Liabilities:										
Warrants Payable	-	-	-	-	-	-	-	-	-	-
Accrued Payroll Payable	908,481.55									908,481.55
Other Liabilities	199,235.09									199,235.09
BAN Payable										-
Deferred Revenue - PP & RE	(495,111.43)	5,486.45								(489,624.98)
Deferred Revenue - Deferral RE Tx Chap 41A	124,883.31									124,883.31
Deferred Revenue - Tax Liens	849,614.14				13,743.86		9,421.98			872,779.98
Deferred Revenue - Foreclosures	4,189.83									4,189.83
Deferred Revenue - MV Excise	298,139.88									298,139.88
Deferred Revenue - Ambulance Receipts		62,469.43								62,469.43
Deferred Revenue - Water User Charges					256,162.14		403,810.80			659,972.94
Deferred Revenue - Water Liens										-
Deferred Revenue - Sewer User Charges										-
Deferred Revenue - Sewer Liens										-
Deferred Revenue - Comm Preservation										-
Deferred Revenue - Performance Bonds										-
Deferred Revenue - Guarantee Deposits										-
Deferred Revenue - Util Liens Added to Taxes										-
Long Term Debt Liability - Bonds - GENERAL									32,054,350.74	32,054,350.74
Long Term Debt Liability - Bonds - WATER									3,434,000.00	3,434,000.00
Long Term Debt Liability - Bonds - SEWER									7,359,375.18	7,359,375.18
Long Term Debt Liability - Bonds - CPA									690,000.00	690,000.00
										-
TOTAL LIABILITIES	1,889,432.37	67,955.88	-	-	269,906.00	-	413,232.78	-	43,537,725.92	46,178,252.95
Fund Equity:										
F/B Reserved for Expenditures		219,194.84								
F/B Reserved for Encumbrances	143,781.30				10,777.32		82,664.00			237,222.62
F/B Reserved for Continued Appropriations	33,796.08									33,796.08
F/B Reserved for Bond Premiums	176,611.84									176,611.84
F/B Designated		338,665.27								338,665.27
F/B Undesignated	2,538,114.57	4,812,927.69	14,393,243.59	7,768,387.95	857,416.89	1,663,071.54	961,698.64	523,174.89		33,518,035.76
										-
TOTAL FUND EQUITY	2,892,303.79	5,370,787.80	14,393,243.59	7,768,387.95	868,194.21	1,663,071.54	1,044,362.64	523,174.89	-	34,523,526.41
										-
TOTAL LIABILITIES & FUND EQUITY	4,781,736.16	5,438,743.68	14,393,243.59	7,768,387.95	1,138,100.21	1,663,071.54	1,457,595.42	523,174.89	43,537,725.92	80,701,779.36

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Federal Grants - Year Ended June 30, 2021								
			<u>7/1/2020</u>					
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FUND BAL</u>	<u>FY2021</u>	<u>FY2021</u>	<u>FY2021</u>	<u>AJES &</u>	<u>6/30/2021</u>
			<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
1001.0000.359000	Sped Program Improvement Grant	SCH	-	11,693.00	-	(11,690.61)	-	2.39
1002.0000.359000	Sped Early Childhood	SCH	(776.75)	8,525.00	(7,414.00)	-	-	334.25
1003.0000.359000	Sped 94-142 Allocation	SCH	(68,089.15)	387,901.00	(319,114.22)	(1,793.40)	-	(1,095.77)
1005.0000.359000	Title I Grant	SCH	(4,149.68)	172,469.00	(154,830.04)	-	-	13,489.28
1007.0000.359000	Teacher Quality Grant	SCH	233.00	24,268.00	(23,451.00)	-	-	1,050.00
1009.0000.359000	CPC Grant - Inclusive Preschool	SCH	0.04	-	-	-	-	0.04
1018.0000.359000	Police 911 Training Grant	POL	5,627.52	6,672.29	(9,334.28)	(1,789.65)	-	1,175.88
1020.0000.359000	Assistance to Firefighters Grant	FIRE	2,996.68	3,140.00	-	(124.50)	-	6,012.18
1024.0000.359000	COPS Grant	POL	12,930.01	-	-	-	-	12,930.01
1034.0000.359000	SPED Program Improvement	SCH	-	1,734.00	-	(1,734.00)	-	-
1037.0000.359000	COVID 19 Fema Fund	Fire	(52,179.40)	-	-	-	-	(52,179.40)
1038.0000.359000	Cares Act Cvrf	Fire	-	687,660.79	(69,010.87)	(623,387.35)	-	(4,737.43)
1039.0000.359000	ESSER Grant	SCH	-	32,500.00	(44,562.00)	(3,766.91)	-	(15,828.91)
1040.0000.359000	Cvrf School Reopening Grant	SCH	-	260,781.00	(260,781.00)	-	-	-
1041.0000.359000	RLTE Fed Grant	SCH	-	41,340.00	-	(41,155.12)	-	184.88
1042.0000.359000	IDEA PartB 274	SCH	-	-	-	-	-	-
1043.0000.359000	ARPA	SCH	-	593,261.37	-	-	-	593,261.37
TOTALS			(103,407.73)	2,231,945.45	(888,497.41)	(685,441.54)	-	554,598.77

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
State Grants - Year Ended June 30, 2021								
			<u>7/1/2020</u>					
			<u>FUND BAL</u>	<u>FY2021</u>	<u>FY2021</u>	<u>FY2021</u>	<u>AJES &</u>	
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	
							<u>6/30/2021</u>	
							<u>FUND BAL</u>	
1016.0000.359000	State-Circuit Breaker Grant	SCH	431,369.30	1,119,626.00	(430,995.00)	-	-	1,120,000.30
1017.0000.359000	Police - Bullet Proof Vests	POL	(4,989.94)	-	-	-	-	(4,989.94)
2007.0000.359000	Fire Safe Grant	FIRE	6,966.72	7,172.00	(5,409.87)	(849.19)	-	7,879.66
2008.0000.359000	COA Elderly Grant	COA	1,399.69	22,596.00	-	(13,368.45)	-	10,627.24
2010.0000.359000	EOEA Grant	OMS	-	-	-	-	-	-
2011.0000.359000	Arts Lottery-Maynard Cultural	CULT	9,627.60	17.03	-	(3,363.65)	-	6,280.98
2012.0000.359000	Academic Support	SCH	(100.00)	12,795.00	-	(12,695.00)	-	-
2014.0000.359000	Fire Safety Equipment	FIRE	23.85	-	-	-	-	23.85
2015.0000.359000	State Aid to Library	LIB	47,366.95	18,553.20	-	(24,014.28)	-	41,905.87
2017.0000.359000	State 911 PSAP	POL	(2,607.37)	27,858.70	(25,582.80)	144.98	-	(186.49)
2019.0000.359000	Big Yellow School Bus	SCH	250.00	-	-	-	-	250.00
2102.0000.359000	Green Community Grant	SEL	-	40,133.00	-	(36,638.00)	-	3,495.00
2107.0000.359000	Complete Streets Grant	PLAN	(150,000.00)	150,492.00	-	-	-	492.00
2108.0000.359000	Honeybee Meadow	OMS	219.71	-	-	-	-	219.71
2112.0000.359000	RADAR - Ed. Grant	SCH	0.08	-	-	-	-	0.08
2114.0000.359000	Puerto Rico Reimbursement	SCH	14.91	-	-	-	-	14.91
2115.0000.359000	Cultural Coun - AVCD Grant	CULT	6,171.76	7,500.00	-	(2,232.84)	-	11,438.92
2122.0000.359000	GMES Library Replacement	SCH	(27,355.06)	36,000.00	-	(8,644.94)	-	0.00
2123.0000.359000	Tree Replacement Grant	DPW	-	19,088.81	-	(19,088.81)	-	-
2125.0000.359000	Fire DFS PPE Grant	FIRE	(2,494.00)	2,494.00	-	(14,160.96)	-	(14,160.96)
2126.0000.359000	COV19 - BOH	OMS	6,387.79	5,845.00	(3,187.27)	(9,045.52)	-	-
2127.0000.359000	Audit Assessment	SCH	(4,480.00)	4,500.00	-	(20.00)	-	-
2128.0000.359000	Collins Group	TA	20,000.00	-	-	(20,000.00)	-	-
2131.0000.359000	Green Communities Consult	FAC	-	21,160.00	-	(13,494.12)	-	7,665.88
2132.0000.359000	Planning Assistant Grant	OMS	-	12,988.46	-	(12,988.46)	-	-
2133.0000.359000	Shared Streets	DPW	-	31,525.00	-	(31,051.22)	-	473.78
2136.0000.359000	LSTA - Open Grant	LIB	-	5,000.00	-	(4,505.48)	-	494.52
2137.0000.359000	Recycling Dividends Program	DPW	-	5,400.00	-	-	-	5,400.00
2138.0000.359000	Coronavirus Prevention	SCH	-	51,200.00	(18,512.90)	(32,686.30)	-	0.80
2139.0000.359000	Digital Literacy	SCH	-	3,360.00	-	(1,009.14)	-	2,350.86
2140.0000.359000	Early Literary Screening	SCH	-	10,699.00	-	(10,699.00)	-	-
2141.0000.359000	Taxicab Grant	COA	-	9,650.00	-	-	-	9,650.00
	TOTALS		337,771.99	1,625,653.20	(483,687.84)	(270,410.38)	-	1,209,326.97

Town of Maynard | 2021 Annual Report

Town of Maynard - Account Detail
 Statement of Revenues, Expenditures and Changes in Fund Balance
 Special Revenue Funds - Year Ended June 30, 2021

ACCOUNT NUMBER	ACCOUNT NAME	DEPT	7/1/2020	FY2021	FY2021	FY2021	AJES &	6/30/2021
			FUND BAL	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL
2013.0000.359000	Polling Hours	CLK	5,497.81	1,902.55	(906.13)	(4,591.68)	-	1,902.55
2032.0000.359000	CTCL - COVID19 Response Grant	CLK	-	5,000.00	(5,000.00)	-	-	-
2500.0000.359000	School Special Educ Reserve Fund	SCH	20,784.66	-	-	-	-	20,784.66
3031.0000.359000	Artspace	SEL	2.00	-	-	-	-	2.00
3033.0000.359000	DPW Insurance Reimb Under \$20K	DPW	1,951.68	-	-	(364.21)	-	1,587.47
3034.0000.359000	Police Insurance Reimb Under \$20K	POL	1,783.19	-	-	-	-	1,783.19
3035.0000.359000	129 Parker St 53G Revolving	SEL	1,554.48	0.77	-	-	-	1,555.25
3039.0000.359000	CMA Drug Task Force - Police	POL	8,618.18	-	-	-	-	8,618.18
3044.0000.359000	Selectmen Insur Reimburs Under \$20K	SEL	375.00	-	-	-	-	375.00
3046.0000.359000	CDBG Program - Unrestricted	SEL	102,561.06	34,050.00	-	(75,000.00)	-	61,611.06
3054.0000.359000	Disabled and Elderly Tax Relief(DETRF)	TREA	3,640.00	4,600.00	-	-	-	8,240.00
4000.0000.359000	Skateboard Park Gift	SEL	101.81	-	-	-	-	101.81
4002.0000.359000	WAVM Gift	SCH	50.00	-	-	-	-	50.00
4003.0000.359000	Carbone Park Gift (Conservation)	CONS	5,658.67	-	-	-	-	5,658.67
4006.0000.359000	Fire Department Gift	FIRE	5,275.00	100.00	-	(5,237.22)	-	137.78
4007.0000.359000	Library Gift	LIB	25,730.34	5,229.45	-	(4,229.42)	-	26,730.37
4010.0000.359000	COA Gift	COA	7,799.67	145.20	-	-	-	7,944.87
4012.0000.359000	Preserv & Perp Open Space Gift	SEL	5,000.00	-	-	-	-	5,000.00
4014.0000.359000	Conservation Gift	CONS	25.93	-	-	-	-	25.93
4015.0000.359000	Cultural Council Gift Account	CULT	1,337.51	765.00	-	-	-	2,102.51
4017.0000.359000	Green Meadow Playground	SCH	4,553.22	-	-	-	-	4,553.22
4020.0000.359000.0134	COA - Programs	COA	1,108.53	-	-	-	-	1,108.53
4020.0000.359000.0135	COA - Fitness Class	COA	6,082.20	-	-	-	-	6,082.20
4020.0000.359000.0136	COA - Art Class	COA	4,036.12	1,770.00	-	-	-	5,806.12
4020.0000.359000.0137	COA - Newsletter	COA	900.00	3,600.00	-	-	-	4,500.00
4022.0000.359000	Vietnam Era Memorial Fund	SEL	150.00	-	-	-	-	150.00
4024.0000.359000	Hist Comm Gift - Duggan (Restricted)	HIS	4,179.72	2,000.00	-	-	-	6,179.72
4025.0000.359000	Zagster Bike Share Program	OMS	4.33	-	-	-	-	4.33
4027.0000.359000	Hometown Heroes	SEL	2,277.56	2,130.00	-	-	-	4,407.56
4028.0000.359000	Traffic Improvement Fund	DPW	39,598.69	170,000.00	-	(38,201.66)	-	171,397.03
4029.0000.359000	Sterling Golf	DPW	35,762.97	89,553.91	-	-	-	125,316.88
4030.0000.359000	Police Trng/Equip Grant - Middlesex	POL	10,000.00	-	-	-	-	10,000.00
4031.0000.359000	Hist Comm - Mill Historical Marker	HIS	2,700.00	8,445.00	-	(11,145.00)	-	-
4034.0000.359000	Tree Planting	CEM	3,500.00	5,000.00	-	(3,874.20)	-	4,625.80
4036.0000.359000	Police Leadership Academy	POL	-	10,500.00	-	(10,500.00)	-	-
4500.0000.359000	High School bond premium	SCH	-	-	-	(115,397.77)	115,397.77	-
5086.0000.359000	Downtown Enhancement - Non Gift	SEL	-	-	-	-	-	-
5086.0000.359000	Downtown Enhancement Funds	SEL	2,561.67	4,374.00	-	(1,703.00)	-	5,232.67
5086.0000.359000.1001	BEEP - Downtown Flowers	MUN	16,081.72	-	-	(780.00)	-	15,301.72
5086.0000.359000.1005	BEEP - Bike Racks	MUN	4,374.00	(4,374.00)	-	-	-	-
5086.0000.359000.1014	EDC - Admin	MUN	2,877.00	-	(2,877.00)	-	-	-
5086.0000.359000.1015	EDC - Discover Maynard	MUN	2,411.75	-	-	-	-	2,411.75
5086.0000.359000.1011	BEEP - Wayfinding Kiosks	MUN	805.63	-	-	(225.00)	-	580.63
5086.0000.359000.1012	BEEP - Wayfinding Parking Signs	MUN	12,137.76	-	-	-	-	12,137.76
5186.0000.359000	Downtown Enhancement - Gift	PLN	8,327.15	-	-	(3,200.00)	-	5,127.15
5186.0000.359000.1013	BEEP - Maynard 150	MUN	26,084.32	13,097.34	-	(11,460.15)	-	27,721.51
5186.0000.359000.1016	BEEP - Acme Theatre	MUN	2,500.00	-	-	-	-	2,500.00
5186.0000.359000.1017	Land Survey Maynard Center	MUN	11,598.75	-	-	(9,314.75)	-	2,284.00
5186.0000.359000.1018	Holiday Decoration	MUN	-	-	-	-	3,200.00	3,200.00
TOTALS			402,360.08	357,889.22	(8,783.13)	(295,224.06)	118,597.77	574,839.88

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Trust Funds - Year Ended June 30, 2021										
			7/1/2020							
			FUND BAL	FY2021	FY2021	FY2021	FY2021	AJES &	FY2021	
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	INTEREST	UNREALIZED	EXPENDITURES	TRANSFERS	Transfers out	
						GAIN/LOSS			FUND BAL	
Expendable										
8200.0000.359000	LEACHATE ANALYSIS/LANDFILL	SEL	139.08		1.87	1.74	-	-	142.69	
8202.0000.359000	ROSE MCGOWAN FUND	SEL	4.17		5.45		-	-	9.62	
8203.0000.359000	MAYNARD SOLDIERS FUND	SEL	544.62		18.17		-	-	562.79	
8204.0000.359000	POST WAR REHAB FUND	SEL	2,571.40		85.26		-	-	2,656.66	
8205.0000.359000	RAFFERTY FUND	SCH			25.32		-	-	44.40	
8206.0000.359000	KATHERINE KINSLEY FUND	SCH	75.56		104.52		(125.00)	-	55.08	
8207.0000.359000	ANNE MARIE MORTON FUND	SCH	24.28		33.17		-	-	57.45	
8208.0000.359000	E SAWETZ FUND	SCH			20.32		-	-	48.04	
8209.0000.359000	THOMAS & ATHINA GRAMO	SCH	103.13		142.13		-	-	245.26	
8210.0000.359000	GEORGE & ANN LEMIRE FUND	SCH	17.77		23.82		-	-	41.59	
8211.0000.359000	ANNE GIBBONS FUND	LIB	2,084.58		739.48		(15.71)	-	2,808.35	
8212.0000.359000	GUYER FOWLER FUND	SCH	3,387.82		4,677.41		(6,650.00)	-	1,415.23	
8219.0000.359000	FRASER & FRANCES FORGIE	SCH	5,634.87		7,787.97		(10,900.00)	-	2,522.84	
8220.0000.359000	GEORGE SHAW MEMORIAL	SCH	277.19		7.84		-	-	285.03	
8222.0000.359000	BRENDA BOWKER FLAHERTY	SCH	86.13		120.21		(500.00)	8,915.16	8,621.50	
8223.0000.359000	MILTON & ANNE DUCLOS FUND	SCH	2,497.57		3,444.80		(4,050.00)	-	1,892.37	
8226.0000.359000	MICHAEL FLOOD FUND	LIB	2,198.26		31.18	28.83	(329.11)	-	1,929.16	
8227.0000.359000	MAYNARD HIGH SCHOOL	SCH	18,303.98	21,920.00	126.77	117.25	(21,125.00)	-	19,343.00	
8228.0000.359000	Arthur St Germain Scholarship Fund	SCH	338,041.66		4,571.55	4,228.06	(20,000.00)	-	326,841.27	
8229.0000.359000	HALFWAY CAFÉ	SEL					-	-		
8230.0000.359000	KATHERINE LALLI SCHOLARSHIP	SCH	35,299.39	425.00	449.12	415.39	(1,000.00)	-	35,588.90	
8231.0000.359000	FOREIGN TRAVEL SCHOLARSHIP	SCH	116,414.26		1,574.32	1,456.05	-	-	119,444.63	
8232.0000.359000	MHS Band SCHOLARSHIP	SCH					-	-		
8233.0000.359000	MATHEW D COX SCHOLARSHIP	SCH	1,637.96		22.15	20.48	(500.00)	-	1,180.59	
Non-Expendable										
8100.0000.359000	NON EXP CEM PERPETUAL CARE	DPW	292,009.45	10,400.10					302,409.55	
8102.0000.359000	NON EXP ROSE MCGOWAN	SEL	397.13			5.02	-	-	402.15	
8103.0000.359000	NON EXP MAYNARD SOLDIERS	SEL	250.69			9.94	-	-	260.63	
8104.0000.359000	NON EXP POST WAR REHAB	SEL	4,280.98			85.71	-	-	4,366.69	
8105.0000.359000	NON EXP RAFFERTY FUND	SCH	1,853.94			23.43	-	-	1,877.37	
8106.0000.359000	NON EXP KATHERINE KINSLEY	SCH	7,654.93			96.69	-	-	7,751.62	
8107.0000.359000	NON EXP ANNE MARIE MORTON	SCH	2,429.41			30.69	-	-	2,460.10	
8108.0000.359000	NON EXP E. SAWUTZ FUND	SCH	2,029.61			25.64	-	-	2,055.25	
8109.0000.359000	NON EXP THOMAS & ATHINA	SCH	10,406.87			131.45	-	-	10,538.32	
8110.0000.359000	NON EXP GEORGE & ANN LEMIRE	SCH	1,745.66			22.05	-	-	1,767.71	
8111.0000.359000	NON EXP ANNE GIBBONS FUND	LIB	52,598.37			683.95	-	-	53,282.32	
8112.0000.359000	NON EXP GUYER FOWLER	SCH	342,482.76			4,325.99	-	-	346,808.75	
8119.0000.359000	NON EXP FRASER & FRANCES FORGIE	SCH	570,249.21			7,202.88	-	-	577,452.09	
8120.0000.359000	NON EXP GEORGE SHAW	SEL	303.39			7.26	-	-	310.65	
8122.0000.359000	NON EXP BRENDA BOWKER FLAHERTY	SEL	8,803.97			111.19	-	(8,915.16)		
8123.0000.359000	NON EXP MILTON & ANNE DUCLOS	SCH	252,226.79			3,185.97	-	-	255,412.76	
8128.0000.359000	NON EXP ARTHUR ST GERMAIN MEM	SCH					-	-		
8129.0000.359000	NON EXP HALFWAY CAFÉ	SEL					-	-		
8130.0000.359000	NON EXP KATHERINE LALLI	SCH					-	-		
8131.0000.359000	NON EXP FOREIGN TRAVEL SCH	SCH					-	-		
8199.0000.359000	NON EXP CONSERVATION FUND	MUN					-	-		
Other										
8000.0000.359000	CEMETERY PERPETUAL CARE	DPW	104,021.01		5,419.67	5,012.50	(42,328.44)		72,124.74	
8001.0000.359000	STABILIZATION FUND	SEL	2,411,348.66		23,360.53	2,935.01		300,000.00	(1,000,000.00)	
8002.0000.359000	CONSERVATION FUND - NON CPC FUNDS	CONS	77,731.23	15,000.00	1,051.19	972.23			94,754.65	
8003.0000.359000	WATER ENT STABILIZATION	DPW	488,065.10		6,600.34	6,104.48			500,769.92	
8004.0000.359000	SEWER ENT STABILIZATION	DPW	194,090.72		2,624.83	2,427.60			199,143.15	
8005.0000.359000	COMMUNITY ENHANCE STABIL	SEL	36.61		0.57	0.45			37.63	
8006.0000.359000	AFFORDABLE HOUSING TRUST	SEL	380,200.78		218.76		(57,167.00)	103,000.00	426,252.54	
8007.0000.359000	OPEB TRUST	T/C	1,359,950.92		89,116.59	249,572.49		25,000.00	1,723,640.00	
8008.0000.359000	CAPITAL STABILIZATION FUND	SEL	709,885.63		5,928.16	(1,929.40)		19,579.00	(397,000.00)	
8009.0000.359000	CONSERVATION FUND - CPC FUNDS	CONS	183,074.55		91.38			20,000.00	203,165.93	
TOTALS			7,987,511.45	47,745.10		287,311.02	(164,690.26)	476,494.16	(1,405,915.16)	7,386,888.56

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Agency Funds - Year Ended June 30, 2021								
				7/1/2020				
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FUND BAL	FY2021	FY2021	FY2021	AJES &	FY2021
			FWD	REVENUE	PAYROLL	EXPENSES	TRANSFERS	FUND BAL
8801.0000.359000	Firearms Due to Commonwealth	POL	637.50	12,575.00		(11,362.50)		1,850.00
8802.0000.359000	POLICE DETAILS	POL	(47,536.83)	157,766.14		(177,502.54)		(67,273.23)
8803.0000.359000	CONTRIBUTORY RETIREMENT	T/C	0.01	43,250.63		(62,697.00)		(19,446.36)
8805.0000.359000	DEPUTY COLLECTOR	T/C	-					-
8807.0000.359000	MHS STUDENT ACTIVITY	SCH	93,646.10	63,974.63		(52,900.30)		104,720.43
8808.0000.359000	FMS STUDENT ACTIVITY	SCH	17,678.12	1,748.24		(1,466.25)		17,960.11
8809.0000.359000	Performance Bonds	SEL	-					-
8810.0000.359000	FIRE DEPT DETAILS	FIRE	-	2,341.84		(4,636.57)		(2,294.73)
8811.0000.359000	DRUG FORFEITURE FUND	POL	5,451.94			(321.00)		5,130.94
8812.0000.359000	Guar Deposits - Chem Search	DPW	-					-
8812.0000.359000.0111	Guar Deposits - Assabet Tree	DPW	-					-
8812.0000.359000.0112	Guar Dep - Sams Catch Basin	DPW	-					-
TOTALS			69,876.84	281,656.48	-	(310,886.16)	-	40,647.16

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Sewer Enterprise Capital Projects - FY2020										
				7/1/2020					6/30/2021	
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL AMOUNT	FUND BAL FWD	FY2021 REVENUE	FY2021 EXPENSES	FY2021 TRANSFERS	FY2021 FUND BAL	
6403.0000.359000	Mockingbird Pump Station Design	ART 12 ATM 5/21/12	DPW	70,000	690.50		(533.46)		157.04	RE
6406.0000.359000	Infrastructure Repairs	ART 12 ATM 5/21/12	DPW	60,218	4,347.20		(4,347.20)		-	RE
6407.0000.359000	Stormwater Management	ART 12 ATM 5/21/12	DPW	60,218	12,714.56		(12,714.56)		-	RE
6418.0000.359000	Lift Station Cleaning	ART 9 STM 5/20/13	DPW	15,000	15,000.00		(3,106.70)		11,893.30	RE
6419.0000.359000	Mockingbird Pump Station	ART15 ATM 5/20/13	DPW	498,000	10,768.49		(944.38)		9,824.11	DEBT
6423.0000.359000	Sewer Sys Drainage Improvements	ART5% STM0516	DPW	250,000	64,371.18		(64,371.18)		-	STAB
6425.0000.359000	Capital Equipment Sewer	ART24 ATM0620	DPW	9,750.44	9,750.44		(8,450.00)		1,300.44	RE
6426.0000.359000	Vactor jet truck	ART17 05/21/21	DPW	500,000				500,000.00	500,000.00	RE
TOTALS					117,642.37	-	(94,467.48)	500,000.00	523,174.89	

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Water Enterprise Capital Projects - FY2021										
				7/1/2020					6/30/2021	
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL AMOUNT	FUND BAL FWD	FY2021 REVENUE	FY2021 EXPENSES	FY2021 TRANSFERS	FY2021 FUND BAL	
6311.0000.359000	Survey of Cross Connections	ART 3 STM 10/25/10	DPW	10,000	32.40		(0.20)		32.20	STAB
6313.0000.359000	Old Marlboro Road Generator	ART 6 STM 5/16/11	DPW	30,000	153.01		(153.01)		(0.00)	RE
6319.0000.359000	Leak Detection Study	ART 11 ATM 5/21/12	DPW	25,000	11,575.67		(5,600.00)		5,975.67	RE
6320.0000.359000	Steel & Concrete Storage Tanks Repair	ART 11 ATM 5/21/12	DPW	50,000	27,740.01		(3,185.81)		24,554.20	RE
6322.0000.359000	Old Marlboro Road Generator	ART 11 ATM 5/21/12	DPW	25,000	15,727.46		(15,727.46)		-	RE
6329.0000.359000	Water Tank Repair	ART 16 ATM 5/20/13	DPW	1,300,000	132,890.34		(15,741.54)		117,148.80	DEBT
6336.0000.359000	Wellhead & Water Supply Prot Proj	ARTS4 STM0516	DPW	50,000	38,420.00		(38,420.00)		-	RE
6337.0000.359000	Water Main Valves & Gates Replace	ARTS4 STM0516	DPW	50,000	49,539.60		(49,539.60)		-	RE
6342.0000.359000	Capital Equipment - Water	ART9 ATM0620	DPW	166,280.56	166,280.56		(150,919.89)		15,360.67	RE
6343.0000.359000	Water Treatment Cap Improvements	ART7 ATM0620	DPW	1,500,000		1,500,000.00	-		1,500,000.00	DEBT
6344.0000.359000	Well 4A Treatment Plant	ART18 ATM05/21	DPW	1,000,000.00						DEBT
TOTALS					442,359.05	1,500,000.00	(279,287.51)	-	1,663,071.54	

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Community Preservation Fund - Year Ended June 30, 2021										
		7/1/2020	STM 10/20	ATM 05/15	ATM 5/15	ATM				
ACCOUNT NUMBER	ACCOUNT NAME	FUND BAL	ATM	VOTE	VOTE		FY2021	FY2021	AJES &	6/30/2021
		FWD	VOTE	TRANSFERS	TRANSFERS		REVENUE	EXPENSES	TRANSFERS	FUND BAL
3100.0000.324000	F/B Res for Expenditure	132,917.27			-		245,217.00	(158,939.43)	-	219,194.84
3100.0000.332000	FB Res - CPA Budgeted Reserve	134,854.02	(75,000.00)	60,792.57	(112,217.00)	60,500.00	-	-	-	68,929.59
3100.0000.332100	FB Res - Open Space	57,356.55	-	8,684.66	(20,000.00)	28,000.00	-	-	-	74,041.21
3100.0000.332200	FB Res - Historical	148,275.60	-	8,684.66	(10,000.00)	28,000.00	-	-	-	174,960.26
3100.0000.332300	FB Res - Comm/Afford Housing	12,049.55	-	8,684.66	(28,000.00)	28,000.00	-	-	-	20,734.21
3100.0000.359000	Undesignated F/B CPA	177,594.83	-	-	-	-	428,575.18	(129,090.41)	(231,346.55)	245,733.05
	TOTALS	663,047.82	(75,000.00)	86,846.55	(170,217.00)		673,792.18	(288,029.84)	(231,346.55)	803,593.16

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Community Preservation Fund - Year Ended June 30, 2021										
		7/1/2020	STM 10/20	ATM 05/15	ATM 5/15	ATM				
ACCOUNT NUMBER	ACCOUNT NAME	FUND BAL	ATM	VOTE	VOTE		FY2021	FY2021	AJES &	6/30/2021
		FWD	VOTE	TRANSFERS	TRANSFERS		REVENUE	EXPENSES	TRANSFERS	FUND BAL
3100.0000.324000	F/B Res for Expenditure	132,917.27			-		245,217.00	(158,939.43)	-	219,194.84
3100.0000.332000	FB Res - CPA Budgeted Reserve	134,854.02	(75,000.00)	60,792.57	(112,217.00)	60,500.00	-	-	-	68,929.59
3100.0000.332100	FB Res - Open Space	57,356.55	-	8,684.66	(20,000.00)	28,000.00	-	-	-	74,041.21
3100.0000.332200	FB Res - Historical	148,275.60	-	8,684.66	(10,000.00)	28,000.00	-	-	-	174,960.26
3100.0000.332300	FB Res - Comm/Afford Housing	12,049.55	-	8,684.66	(28,000.00)	28,000.00	-	-	-	20,734.21
3100.0000.359000	Undesignated F/B CPA	177,594.83	-	-	-	-	428,575.18	(129,090.41)	(231,346.55)	245,733.05
	TOTALS	663,047.82	(75,000.00)	86,846.55	(170,217.00)		673,792.18	(288,029.84)	(231,346.55)	803,593.16

FINANCE COMMITTEE

Alannah Gustavson.....	Chair
Jillian Prendergast.....	Vice Chair
Katie Moore.....	Clerk
Elliot Bruce.....	Member
Peter Campbell.....	Member
Danielle Ericks.....	Member
Ken Estabrook.....	Member

The Finance Committee (FinCom) is a seven-member committee appointed by the Town Moderator and serves Town Meeting voters—in accordance with Massachusetts General Laws (Chapter 39, Section 16) and Maynard’s Town Charter and By-laws—in the following ways:

- Work throughout the year on behalf of Town Meeting voters and in collaboration with the Select Board, School Committee, Town Administrator, and others to (a) research impartially and gain a fuller understanding of the Town’s finances and important financial trends, and (b) take proactive steps to make this understanding more accessible to Town Meeting voters.
- Provide independent oversight of Town finances, representing the interests of Town Meeting voters.
- Review and analyze all Town Meeting warrant articles and make written recommendations, contained in the Town Meeting Warrant, for consideration of Town Meeting voters as they decide how to vote.

- Hold public hearings prior to all Town Meetings on the proposed Town budget and to permit public discussion of the subject matter of all articles contained in the warrant

Changes in membership

Kelly Kane and Tom Black resigned at the end of their terms on June 30, 2021; the FinCom thanks them for their service. Katie Moore joined the FinCom September 20, 2021 for a term ending in 2024, and Danielle Ericks joined the first week of February, for a term also ending 2024. The FinCom encourages participation from Maynard citizens in our meetings at any time. It is our goal to always have a list of interested potential members to fill vacancies promptly when they arise. Please look for agendas on our Town of Maynard website: <https://www.townofmaynard-ma.gov/gov/committees/finance-committee/> and feel free to email fincom@townofmaynard.net with questions or for more information at any time.

Reserve Fund Transfers

The FinCom oversees the Town’s Reserve Fund. Massachusetts General Law allows Town Meetings to appropriate Reserve Funds for extraordinary or unforeseen expenditures. The FinCom must vote to approve all transfers from Reserve Funds, after review by the Select Board. Reserve Funds are typically appropriated at Annual Town Meeting (ATM) and are available and accounted for on a Fiscal Year (FY) basis (July 1–June 30). At the May 2020 ATM, an initial \$250,000 was appropriated for Reserve Funds for FY 2021. Reserve Fund Transfers for FY 2021 are listed in the table below; the ending balance of \$101,052.29 reverted to FY 2021 Free Cash.

Date	Department	Purpose	Amount	Balance
7/1/2020		ATM Appropriation	\$250,000.00	\$250,000.00
2/23/2021	Police and Fire Departments	Sick Leave Buyback	\$106,696.00	\$143,304.00
3/2/2021	DPW	Asbestos removal	\$18,292.71	\$125,011.29
3/26/2021	Library	Sick Leave Buyback	\$23,959.00	\$101,052.29

Activities During 2021

The FinCom continued to foster ongoing discussions among the various boards, committees, Town staff, department heads, and the entire Maynard community. The FinCom was very appreciative of the work the Capital Planning Committee and Planning Board produced this year. The School Committee liaison to The FinCom provided helpful context during our meetings for work the School Department was doing. The FinCom also worked closely with many town staff, including our Town Administrator, Assistant Town Administrator, Town Planner, and DPW Director- all of which provided helpful guidance and data to the FinCom. The FinCom also began working with the new Town Accountant, whose position is vital to our work. The FinCom would additionally like to

recognize the Fire Chief’s role in overseeing the CARES Act funding that came to the Town for Covid relief.

Meetings in 2021 continued to be virtual as the state extended its allowance to do so. Participation in virtual meetings has been positive overall, with some increase in attendance, compared to in-person meetings. The development of the Fiscal Year (FY) 2022 Town General Fund Budget involved many meetings with department heads, and included the Charter-mandated Joint Budget Review on February 13 between the Select Board and Finance Committee, with the participation of the Town Administrator, School Committee, and the MPS administration. Preparations for Annual Town Meeting (ATM) began soon after, which is preceded by a public hearing to go over all warrant articles with town meeting voters. ATM took place outdoors on May 15 with all 20 articles passing, some highlights including the FY22 budget, Community Preservation spending, appropriation of Free Cash, as well as approval of borrowing for Well 4A Treatment Plant (paid for through the Water Enterprise Fund, and some zoning changes. Special Town Meeting (STM) brought some good budget news, which was a savings in our debt service of \$263,847. This provided some additional services in general government for \$164,978 and a \$98,919 savings to taxpayers. Zoning and By-law changes were also passed, as was a Citizen’s Petition put forth by Green Maynard to ban the use of polystyrene and single-use plastic retail checkout bags within the Town.

Other Activities that extend throughout the year include two members of the Finance Committee serving on the Town Budget Subcommittee, one member serving on the Green Meadow Building Committee, and two members serving on the Charter Review Committee. Per Town Charter, FinCom members are non-voting members when serving on any other committee. The FinCom also assigns liaison members to other committees as needed, with Selectboard, School Committee, and Community Preservation Committee being our most active. The FinCom is committed to keeping informed of the work being done by other committees/boards and in working collaboratively with them. The FinCom encourages all Maynard voters to attend meetings of the various municipal bodies—including the Select Board, School Committee, Planning Board, Capital Planning Committee, Community Preservation Committee, and Finance Committee—throughout the year to become more informed and express their views about various matters affecting our Town.

Respectfully submitted,
Alannah Gustavson
Chair, Finance Committee

CAPITAL PLANNING COMMITTEE

Jon Canchola	Chair
Douglas Adler	Member
Jon Larkin	Member
Lindsay McConchie	Member

In 2021, the Capital Planning Committee has been able to meet with a regular cadence as four out of five positions have been occupied. This year, we have been focused on improving the inventory of current capital projects and method for reporting. Currently the town has 19 requested projects deferred to futures years. In 2022, we are focusing on improving our plan by increasing visibility on town assets and better forecasting.

Our committee is working closely with Town Administration and Budget Subcommittee to deliver much needed capital improvements.

Respectfully submitted,

Jon Larkin
Chair, Capital Planning Committee

BUDGET SUBCOMMITTEE

Members

Jeff Swanberg.....	Chair, Select Board
Mary Brannelly.....	School Committee
Natasha Rivera.....	School Committee
Justine St. John.....	Select Board

The Budget Subcommittee brings together members of the Select Board and School Committee to review Maynard’s financial positions on a regular basis throughout the budget cycle. We also invite two members of the Finance committee to join us as liaisons and thank Peter Campbell and Jillian Prendergast for serving in that role. We also thank Town Administrator Greg Johnson and Town Accountant Lauri Plourde for their hard work and thoughtful input throughout the year.

Meetings focus on developments for both the current and upcoming fiscal year budgets. The scope of discussions covers everything from long term financial trends to specific revenues and expenses. We also discuss the financial implications of one time events. This year these events included the potential development of a solar array (that did not move forward), the distribution of funding available through the American Rescue Plan Act (ARPA), a discussion with the Capital Planning Committee on their recent progress, and an analysis of ‘benchmark communities’.

The goal of the benchmark communities analysis is to identify towns in Massachusetts with similar characteristics to Maynard to benchmark high level revenue and expense trends. The charts included show how Maynard compares to both it’s neighbors, and some of the other towns with similar profiles to Maynard. Our gross spending patterns are in line with our peers.

In the coming year, in addition to the topics it currently covers, the Budget Subcommittee plans to look more closely at some of the factors in the benchmark communities analysis, as well as long term financial planning.



CONTRIBUTORY RETIREMENT SYSTEM

Active Members.....	188
Inactive Members.....	97
Retired Members.....	140
Total Membership.....	425

ASSETS

Cash	902,112.03
Fixed Income	11,008,429.98
Equities	30,772,102.44
International Equities	4,507,159.69
Real Estate	4,918,060.15
Alternative Investments	0.00
Hedge Funds	3,869,481.89
Interest Due and Accrued	0.00
Accounts Receivable	77,824.40
Accounts Payable	(68,912.60)

TOTAL ASSETS \$55,986,257.98

FUNDS AND LIABILITIES

Annuity Reserve Fund	3,904,257.91
Military Service Fund	29,731.21
Pension Fund	28,279.79
Pension Reserve Fund	<u>42,883,246.68</u>

TOTAL FUNDS AND LIABILITIES \$55,986,257.98

RECEIPTS

Members Deductions	982,411.18
Transfers from Other Systems	405,371.96
Members Make Up Payments and Redeposits	39,595.25
Investment Income Credited to Members Accounts	14,069.28
Investment Income Credited to Annuity Reserve Fund	96,301.04
Reimbursements from Other Systems	128,883.82
Received from Commonwealth for COLA	12,576.41
Pension Fund Appropriation	2,615,900.00
Received from Town to Military Service Fund	320.37
Investment Income Credited to Military Service Fund	33.36
Investment Income Credited to Expense Fund	350,649.85
Interest Not Refunded	0.00
Miscellaneous Income	2,673.76
Excess Investment Income	<u>6,318,892.47</u>

TOTAL RECEIPTS \$10,967,678.75

DISBURSEMENTS

Refunds to Members	65,181.00
Transfers to Other Systems	175,375.47
Annuities Paid	663,227.19
Option B Refunds	0.00
Pension Payments	2,454,994.40
Survivorship Payments	182,980.88
Ordinary Disability Payments	19,559.16
Accidental Disability Payments	223,262.64
Accidental Death Payments	30,088.20
Section 101 Payments	0.00
Reimbursements to Other Systems	227,062.32
COLAs Paid	12,576.83
Board Member Stipends	3,000.00
Salaries	58,817.88
Benefits	896.36
Legal Expenses	337.50

Fiduciary Insurance	2,141.00
Medical Expenses	0.00
Service Contracts	24,850.00
Accounting Services	9,000.00
Education and Training	0.00
Travel	0.00
Administrative Expenses	5,487.88
Furniture and Equipment	0.00
Management Fees	217,143.73
Custodial Fees	<u>28,975.50</u>

TOTAL DISBURSEMENTS \$4,404,957.94

TREASURER-COLLECTOR

Staff

Jenn Welch.....	Treasurer/Collector
Sandra Baltazar.....	Assistant Treasurer/Collector
Diane Donovan.....	Assistant Collector

The Treasurer/Collector’s Office is committed to providing a high level of customer service for Maynard residents while administering the following:

- Collection of taxes, water/sewer bills, trash stickers and parking tickets
- Account for, reconcile and invest town cash
- Process town/school payroll and disburse accounts payable checks
- Debt management/ borrowing and maintain repayment schedules

Tax Collections July 1, 2020-June 30, 2021

		Abate/Exempt		
		Refunds		
	Commitment	Tax Title Lien	Payments	Balance
Real Estate	32,858,743	-35,214	-32,456,375	367,154
Personal Property	1,205,637	3,322	-1,197,859	11,100
CPA	339,694	-334,960	-1,475	3,259

Water	2,144,282	13,133	-2,101,879	55,536
Sewer	3,321,856	4,058	-3,218,916	106,998
Excise	1,242,416	-13,732	-1,022,911	205,773

**REPORT OF THE TOWN TREASURER
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	Outstanding June 30, 2021	Interest Paid in FY2021
Buildings	2,767,000	14,851,500	1,990,000	15,628,500	96,120
School Buildings	5,430,000	4,086,900	5,060,000	4,456,900	185,618
Sewer	283,759	61,400	169,509	175,650	9,128
Other Inside	1,310,000	140,700	400,000	1,050,700	36,645
SUB - TOTAL Inside	9,790,759	19,140,500	7,619,509	21,311,750	327,511

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	Outstanding June 30, 2021	Interest Paid in FY2021
School Buildings	13,163,520	-	1,688,770	11,474,750	387,489
Sewer	7,791,444	-	898,719	6,892,725	180,167
Solid Waste	120,000	89,500	120,000	89,500	4,800
Water	2,474,000	1,791,000	540,000	3,725,000	80,826
Other Outside	60,000	44,000	60,000	44,000	2,400
SUB - TOTAL Outside	23,608,964	1,924,500	3,307,489	22,225,975	655,682

TOTAL Long Term Debt	33,399,723	21,065,000	10,926,998	43,537,725	983,193
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Staff Total Earnings:

*Wages may reflect more than one department, overtime and private details.

PAYROLL WAGES TOWN EMPLOYEES Calendar 2021*

Adams, Andrea	\$8,323.20	Lewis, Sara	\$7,801.92
Akillian-Casey, Carol	\$65,668.62	Loomer, James	\$11,119.76
Alford, Lauren	\$243.00	Loveless, Amy	\$79,087.87
Alford, Sarah	\$236.25	Luther, Alicia	\$61,072.85
Asmann, Richard	\$83,227.66	MacDonald, Joseph	\$65,003.78
Aubert, Justin	\$87,197.52	Maguire, Jean	\$76,688.28
Aulenback, Ralph	\$28,007.01	Malatesta, Donald	\$8,436.56
Baltazar, Sandra	\$68,951.23	Malcolm, Mark	\$51,816.57
Balzotti, Gregory	\$27,406.39	Manchuso, Trista	\$115,104.06
Banatoski, James	\$8,979.80	Maria, James	\$24,036.87
Bernard, Ryan	\$21,987.40	Marrama, Angela	\$101,672.63
Bilotta-Simeone, Joanna	\$67,033.14	May, Paul	\$498.60
Blackington, Jordan	\$99,936.51	Maynard, Robert	\$18,997.25
Bodwell, Daniel	\$114,443.22	McCann, Allison	\$100,270.45
Boudreau, Jeffrey	\$97,867.84	McCue, Mary	\$23,896.15
Brainard, Kyle	\$80,518.19	McDonald, Matthew	\$54,648.60
Brennan, Patrick	\$80,794.71	McGowan, James	\$68,784.51
Butler, Thomas	\$3,611.25	McGrath, James	\$83,711.37
Byrne, Gerald	\$1,389.00	McLaughlin, Anna-Lisa	\$1,815.07
Cacciatore, Daniel	\$50,567.99	Mealey, Debra	\$55,695.37
Cawthron, Justyne	\$42,272.10	Miller, Julia	\$1,206.90
Chasse, Jason	\$73,877.88	Moore, Brandon	\$50,774.06
Chetwynd, Bradford	\$5,214.24	Morahan, Joseph	\$58,194.88
Comeau, Lucien	\$63,213.24	Morando, Marie	\$65,814.99
Conroy, Michael	\$41,224.43	Morrison, Peter	\$13,817.00
Corrigan, Shawn	\$19,616.82	Mosca, Rebecca	\$71,629.80
Currier, Marc	\$98,146.23	Mullally, Timothy	\$95,423.13
Cushing, Brian	\$129,978.97	Mullen, Jordan	\$1,468.50
Davoll, Eric	\$106,777.64	Murphy, , Sean	\$216.00
Dawson, James	\$38,230.94	Murphy-Bouldry, Veronica	\$10,046.40
Dawson, Shannon	\$10,211.76	Nemser, William	\$90,332.93

Dee, Nathan	\$77,838.76	Noble, Michael	\$173,212.74
DeMarco, Justin	\$111,064.52	Nyholm, Karl	\$35,941.95
DeMars, John	\$73,535.63	O'Neil, , Brandon	\$2,354.67
DeMars, Kenneth	\$57,492.54	O'Neil, Brenda	\$746.67
Desjardins, Craig	\$135,121.61	Palola, Tom	\$90,494.55
Dickerson, Shawn	\$29,994.59	Parker, , Janine	\$52,204.79
Distefano, Lucie	\$72,663.14	Parker, Joseph	\$65,645.27
Donovan, Diane	\$49,213.68	Parr, Michael	\$142,762.83
Doughty, Jacob	\$63,077.62	Pawluczzonek, Kelly	\$9,975.00
Doyle, Jr, Joseph	\$73,097.06	Petersen, Brian	\$140,939.80
Duggan, Kaitlyn	\$11,963.25	Petersen, Kevin	\$72,396.22
Duggan, Stephanie	\$75,478.62	Petipas-Haggerty, Casey	\$66,950.24
Erdal, Semra	\$10,679.89	Plourde, Lauri	\$70,753.10
Fay, Karen	\$26,170.33	Portis, Alan	\$88,336.88
Ferguson, James	\$66,632.06	Primiano, John	\$90,449.80
Finnerty, Sarah	\$64,904.38	Rao, Nikhil	\$1,215.00
Foster, Joseph	\$87,508.76	Robertson, Jr, John	\$8,390.81
Franklin, Janelle	\$47,996.74	Robichaud, Jeremy	\$75,468.29
Freeman, Elizabeth	\$763.50	Rohr, Lula	\$121.50
Genetti, Richard	\$1,984.02	Row, Ronald	\$50,943.12
Gennaro, Joseph	\$96,554.75	Ruggiero, Mirella	\$56,445.68
Gonsalves, Craig	\$49,640.78	Rydzewski, Julia	\$135.00
Gorman, Kristen	\$270.00	Sahlberg, Adam	\$41,087.50
Gould, Daniel	\$17,607.87	Schrader, Joshua	\$88,441.11
Gross, Travis	\$15,117.26	Seeley, Richard	\$130,970.03
Grossman, Beth	\$12,200.00	Severance, Claudia	\$1,816.50
Guzzo, Michael	\$20,906.88	Sherman, Brandon	\$1,508.63
Hakey, Patrick	\$104,827.54	Stanley, Wayne	\$9,983.00
Harrold, Marianne	\$67,039.39	Stowers, Anthony	\$165,591.94
Hatch, Michael	\$99,011.61	Sutherland, Michael	\$129,162.02
Hatch, Nicholas	\$4,819.50	Thayer, Owen	\$364.50
Higley, Mikhail	\$1,204.00	Thurston, Sarah	\$46,285.97
Houle, Jeffrey	\$111,381.27	Tomyl, Mark	\$116,659.34
Hureau, Jennine	\$85,668.15	Tricca, Ruby	\$715.50
Hyde, Adam	\$54,525.71	Tricca, Simone	\$1,938.38
Johanson, Ryan	\$92,151.87	Troiano, Christopher	\$138,907.25
Johnson, Gregory	\$135,060.71	Tuomi, Matti	\$73,233.43
Jones, Stephen	\$25,215.92	Tweeddale, Ian	\$22,037.19
King, Alyssa	\$38,241.39	Wasiuk, Edwin	\$83,728.84
King, John	\$129,877.76	Webster, Beth	\$23,438.50
Koenig, Mark	\$8,740.44	Weiner, Stephen	\$42,679.00
Kozik, Patricia	\$48,638.54	Welch, Jennifer	\$73,898.52

Kramer, Brian	\$90,940.62	Wellborn, Christopher	\$48,031.02
Latta, Mark	\$73,481.42	Wilde, Grace	\$202.50
Lavallee, Erica	\$37,767.93	Wilson, Deric	\$43,167.30
Lawless, Angela	\$145,324.69	Wilson, Lillian	\$715.50
Lawton, Timothy	\$19,379.81	Worthington, Joseph	\$98,171.40
Leaver, Elizabeth	\$1,480.40	Young, Kaitlin	\$38,055.14
		Zammuto, Megan	\$90,332.91

PAYROLL WAGES SCHOOL EMPLOYEES Calendar 2021

Adams Jennifer	\$ 109,039.72	Kuhn Philip	\$ 1,080.00
Adamson Candace	\$ 100,413.64	Labelle-Pierce Jean	\$ 99,940.40
Aldrich Eliza	\$ 34,758.24	Lackard Ashley	\$ 22,003.92
Alford Rebecca	\$ 22,224.55	LaFrance Joshua	\$ 54,589.85
Andrade Colleen	\$ 76,233.64	LaMoy Allison	\$ 23,966.55
Andrade William	\$ 4,879.50	Lamy Janet	\$ 68,697.45
Arcelay Susan	\$ 84,572.39	Landers Nanda	\$ 31,311.73
Armstrong Jordan	\$ 16,455.78	Lawton Denise	\$ 106,159.64
Aroian Karen	\$ 24,559.13	LeBlanc Cynthia	\$ 18,800.60
Arria Michael	\$ 12,950.16	LeBlanc Katie Marie	\$ 31,526.48
Arsenault Tina	\$ 24,841.55	LeBlanc Sandra	\$ 104,719.64
Atkinson Victoria	\$ 1,893.90	Leigh-Manuell Kimberly	\$ 18,618.21
Aukstikalnis Suzanne	\$ 34,939.35	Lerner Rochelle	\$ 107,056.64
Bailey Amanda	\$ 84,915.79	Lesage Carol	\$ 23,210.67
Ballard John	\$ 59,874.72	Lesage Jr Paul Harry	\$ 7,052.00
Balzotti Gregory	\$ 2,080.00	Levine Jay	\$ 62,967.10
Banta Joseph	\$ 82,432.44	Lewis Ellen	\$ 33,715.64
Barbagallo John	\$ 59,916.65	Lewis Jennifer	\$ 82,184.13
Barth Michael	\$ 119,121.54	Lind Janice	\$ 94,559.21
Battaglia Deborah	\$ 61,465.31	Lindquist Karen	\$ 50,015.36
Baudin Megan	\$ 91,244.35	Lochiatto Joanne	\$ 57,103.32
Baylis Melissa	\$ 82,664.17	Loughlin Zachary	\$ 3,790.00
Beaulieu Brian	\$ 56,792.39	Lucas Gail	\$ 48,877.36
Beitia Carrandi Marta	\$ 79,553.07	Luther Douglas	\$ 101,313.72
Berger Melissa	\$ 88,757.54	MacDuff Timothy	\$ 44,945.56
Bernardi Sarah	\$ 54,560.98	Mackin Karen	\$ 3,771.00
Berry Philip	\$ 3,210.00	MacLean Chelsea	\$ 4,326.84
Besaw Michael	\$ 23,793.21	MacPhee Dana	\$ 93,819.42
Blanchard Lucinda	\$ 90,737.54	Makovoz Betty	\$ 78,047.30
Boardman Lisa	\$ 99,274.64	Malaxos Syd	\$ 106,137.14

Boerman Thomas	\$ 9,741.00	Mancini David	\$ 3,821.00
Boerman Zachary	\$ 1,425.00	Marrese Christopher	\$ 100,233.64
Bradley Susan	\$ 21,499.37	Martinez-Abeledo Sira	\$ 30,740.57
Braman Hilary	\$ 36,340.61	Masella Michelle	\$ 89,557.54
Brancaleone Joseph	\$ 76,195.76	Mattes Shannon	\$ 5,956.04
Bratica Kathleen	\$ 100,933.64	Mazeika Samantha	\$ 94,583.84
Brennan Mary	\$ 27,181.52	McCarley Maggie	\$ 22,009.58
Briggs Stacey	\$ 13,100.00	McDonald Frederick	\$ 3,706.00
Brunelle Olivia	\$ 76,860.37	McDonald Gail	\$ 2,394.00
Cabral Jason	\$ 47,021.63	McKayven Jennifer	\$ 800.00
Cairns Valerie	\$ 84,928.68	McPhail Melissa	\$ 102,303.72
Caloggero Steven	\$ 105,259.64	Mehigan Michael	\$ 99,094.72
Campbell Heather	\$ 29,640.91	Mendoza Javier	\$ 53,097.48
Capone Ashley	\$ 3,706.00	Milch Caroline	\$ 11,811.09
Caragianes Charles	\$ 126,418.23	Minasian Mark	\$ 67,235.36
Carrasco Ormeno Carmen	\$ 51,364.86	Mintz Andrew	\$ 3,771.00
Caruso Kevin	\$ 106,651.49	Miranda Gabriela	\$ 3,583.59
Castillo Jessica	\$ 26,751.09	Monachino Laura	\$ 42,251.28
Chan William	\$ 90,148.70	Morello Michael	\$ 72,447.00
Chedekel Alison	\$ 2,245.00	Morgan Alexandra	\$ 600.00
Coen Patricia	\$ 23,600.62	Morrison Terri	\$ 94,889.54
Cohen Janet	\$ 56,940.90	Muldoon Lynda	\$ 96,149.21
Coleman Erin	\$ 3,425.00	Murphy Catherine	\$ 59,314.59
Coleman Hannah	\$ 640.00	Murphy Karen	\$ 73,787.26
Coleman Marlene	\$ 109,534.64	Murphy Michelle	\$ 29,192.61
Considine April	\$ 2,950.00	Murphy Rita Marie	\$ 115,485.64
Conway Sean	\$ 97,241.40	Murray Bridget	\$ 20,007.08
Copeland Erin	\$ 18,316.98	Newey Anne	\$ 16,992.94
Coppola Cheryl	\$ 102,483.64	Newey Michael	\$ 20,737.99
Corcoran Carol	\$ 20,686.91	Nguyen Dam	\$ 97,241.40
Corcoran Karen	\$ 20,752.57	Nguyen My	\$ 10,325.70
Corrigan Kaitlyn	\$ 86,617.03	Nicholson Tricia	\$ 5,061.00
Cortez Chris	\$ 22,769.86	Norcross Brenna	\$ 16,615.78
Costello Daniel	\$ 60,621.88	Ogden John	\$ 79,393.04
Cotter Brenna	\$ 91,753.54	Ohs Marcy	\$ 61,827.29
Cotter Michael	\$ 100,233.64	Padalino Lisa	\$ 97,941.40
Cowen Elizabeth	\$ 1,575.00	Paisner Sarah	\$ 72,307.76
Damon David	\$ 240.00	Palafox Edna	\$ 16,558.05
Danforth Julie	\$ 91,548.20	Parquet Amy	\$ 29,048.71
Dangelo Nancy	\$ 23,367.45	Paterno Jeffrey	\$ 87,807.66
Dankner Ilana	\$ 18,805.27	Patrikis Allyson	\$ 4,986.10
De Dios Luna Rafael	\$ 87,807.66	Patrikis Elaine	\$ 26,687.39

DeArville Sarah	\$ 56,368.94	Pendergast Walter	\$ 36,439.96
Defoe Ryan	\$ 2,030.00	Peralta Tammy	\$ 87,642.03
Dennehy Jessica	\$ 18,618.21	Perham Sean	\$ 104,179.64
Detzi Laurie	\$ 300.00	Perreault Sarah	\$ 22,372.45
Dias Caitlyn	\$ 22,003.92	Perry Catherine	\$ 90,595.43
DiSalvatore Lisa	\$ 88,367.03	Petroskey Amy	\$ 71,916.42
DiStefano Cathy	\$ 300.00	Pfeffer Gervase	\$ 100,233.64
Ditto Karen	\$ 82,432.32	Phillips Madison	\$ 29,325.50
Doiron Catherine	\$ 48,739.64	Pileeki Emily	\$ 88,593.78
Doktorov Olga	\$ 92,207.14	Pileeki Nicholas	\$ 96,074.43
Doutch Maureen	\$ 13,436.08	Pinta Natalie	\$ 52,828.25
Duddy AnnMarie	\$ 87,887.66	Pittman Mary	\$ 18,446.00
Duffy James	\$ 7,522.50	Potito Laura	\$ 82,040.14
Dunton Susan	\$ 5,780.00	Quintal Alain	\$ 5,077.56
Dygon Tara	\$ 720.00	Quintal Mary Ellen	\$ 29,611.31
Elkins Denise	\$ 87,807.66	Radler Richard	\$ 1,520.00
Falkoff Johanna	\$ 99,094.64	Ranucci Catherine	\$ 1,900.00
Feinstein Cheryl	\$ 85,702.64	Raschi David	\$ 7,840.07
Fernald Nicole	\$ 100,279.08	Ray Sharon	\$ 18,265.08
Ferranti Jeffrey	\$ 120,468.62	Reilly Lois	\$ 29,618.90
Fiehler Lucas	\$ 16,898.75	Reiser Natalie	\$ 3,022.80
Finnegan Mary	\$ 100,233.64	Reyes Angela	\$ 86,096.13
Fioretti Jennifer	\$ 84,967.81	Ricci Catherine	\$ 27,361.46
Fitzsimmons Denise	\$ 13,031.89	Robichaud Cori	\$ 73,901.66
Flooks Cristin	\$ 1,662.50	Roche Marie	\$ 20,444.33
Flynn John	\$ 100,233.72	Roche Nicholas	\$ 2,153.25
Flynn Kathleen	\$ 25,389.99	Rocheleau Katie	\$ 11,429.59
Foley Jill	\$ 21,569.86	Rocheleau Rhonda	\$ 74,139.09
Foss Kelly	\$ 100,233.64	Rockel Cynthia	\$ 86,617.03
Fowler Ian	\$ 1,285.33	Rodgers Kelsey	\$ 41,484.97
Fox Linda	\$ 22,518.88	Rodriques Tereza	\$ 2,205.00
French Beverly	\$ 29,249.09	Rosato Clare	\$ 14,206.89
Friedman Patricia	\$ 47,021.63	Roth Valerie	\$ 61,181.10
Fullam Hannah	\$ 73,534.09	Rouleau Robert	\$ 115,500.58
Gaide Tara	\$ 3,825.00	Ruperez Guillen Gemma	\$ 44,407.29
Galdamez Monica	\$ 58,319.38	Rush Caroline	\$ 61,181.10
Gamboni Vilma	\$ 98,401.40	Rutherford Ann	\$ 96,087.95
Gately Patricia	\$ 6,065.00	Ryan Melissa	\$ 19,961.41
Gaudet Jennifer	\$ 105,339.35	Saha Srabani	\$ 25,709.87
Genetti Charles	\$ 61,728.17	Saint Kaitlyn	\$ 8,703.87
Gerondeau Patricia	\$ 99,484.84	Sangiovanni Jamie	\$ 101,482.21

Giberson Jessica	\$ 63,492.04	Savard Anthony	\$ 71,142.05
Gingras Chantale	\$ 15,387.24	Savoie Robert	\$ 28,275.84
Ginnity Laura	\$ 100,233.64	Saysourivong Ashley	\$ 12,263.93
Giugliano Carolyn	\$ 21,794.24	Scharr Amanda	\$ 33,214.14
Giunta Lauren	\$ 100,233.64	Schultz Lawrence	\$ 5,326.00
Giunta Renee	\$ 1,140.66	Scott Maili	\$ 44,407.29
Gobron Charles	\$ 63,420.00	Shea Lisa	\$ 12,813.39
Gonsalves/DiSilva Dominique	\$ 21,954.15	Shields Jennifer	\$ 77,170.45
Graham Melissa	\$ 94,745.21	Simmons Haley	\$ 5,114.15
Grzegorzczak Bartosz	\$ 5,150.00	Sinopoli Mark	\$ 87,807.54
Gubala Malgorzata	\$ 21,112.75	Skura Mindy	\$ 78,608.79
Gubala Piotr	\$ 3,771.00	Sokolowski Edward	\$ 57,499.08
Gustafson Megan	\$ 8,656.07	Soler Maria	\$ 97,515.93
Gwozdz Cheryl	\$ 17,583.20	Sonti Aruna	\$ 20,769.25
Haas Brian	\$ 173,996.14	Spears W Jessie	\$ 30,382.49
Hales Travis	\$ 46,997.16	Steigerwald Stephanie	\$ 104,179.64
Hannon Traci	\$ 26,638.04	Steiner Adam	\$ 100,551.79
Hardy Claudia	\$ 2,776.79	Stevens Daniel	\$ 54,040.78
Harrison David	\$ 92,406.99	Stewart James	\$ 7,847.00
Hatch Catherine	\$ 5,468.04	Stewart Jane	\$ 17,805.97
Hatch Denise	\$ 113,580.64	Sullivan Brenda	\$ 115,547.22
Hatfield Kristin	\$ 17,262.36	Sullivan Donna	\$ 40,816.12
Hayner Kelly	\$ 100,233.64	Sullivan Kate	\$ 92,890.54
Haynes Nancy	\$ 41,240.46	Sullivan Kathleen	\$ 59,017.13
Hayward Sheila	\$ 16,475.67	Sullivan Margaret	\$ 87,807.54
Hilliard Carol	\$ 23,097.80	Synan Julia	\$ 1,350.00
Hobbs Michael	\$ 5,701.34	Tamburri Kathleen	\$ 17,109.51
Hobbs Debora	\$ 97,861.62	Taveras Enerolina	\$ 103,941.26
Holly Deborah	\$ 85,598.44	Thomas Nathaniel	\$ 96,014.63
Hough David	\$ 40,619.90	Thompson Regan	\$ 72,497.06
Howes Kristyn	\$ 5,628.67	Thorburn Patricia	\$ 20,816.00
Howes Paul	\$ 5,628.67	Tierney Amy	\$ 61,181.10
Hutchinson Amy	\$ 77,067.24	Tiru Ann	\$ 1,821.26
Huy Kathleen	\$ 25,108.32	Tiru Sabrina	\$ 47,087.79
Ignachuck Jean	\$ 4,771.00	Tishler Alison	\$ 87,807.66
Ignachuck Walter	\$ 75,012.15	Toohig Patricia	\$ 48,686.06
Imperato Carolyn	\$ 50,015.36	Trainque Sherry	\$ 47,866.99
James Lisa	\$ 89,797.54	Travers Michelle	\$ 102,223.64
Jeffrey Erin	\$ 26,189.57	Tredeau James	\$ 82,432.32
Jones Charlotte	\$ 100,323.64	Tucker Marie	\$ 20,820.23
Jones Jennifer	\$ 107,166.64	Tucker Meghan	\$ 1,125.00

Jones Stephen	\$ 5,150.00	Vanasse Rachel	\$ 450.00
Justason James	\$ 20,619.40	VanDeBogert Erin	\$ 17,292.70
Keirouz Susan	\$ 1,537.50	Vasta Jane	\$ 92,093.54
Kelley Sean	\$ 60,819.08	Vavra Bethany	\$ 92,055.35
Kennedy Tifany	\$ 30,922.56	Velasquez Jeffrey	\$ 23,330.88
Kenney Daniel	\$ 24,590.16	Verchin Jay	\$ 3,150.00
Keslow Alison	\$ 9,598.60	Viros Viviane	\$ 78,268.10
Keto Anne	\$ 17,464.06	Waldron Michael	\$ 101,313.64
Kiley-Allia Debora	\$ 20,869.86	Walsh Denise	\$ 4,203.33
Kitchell Christopher	\$ 89,621.56	Ward Jennifer	\$ 29,077.63
Kozik Kevin	\$ 80,394.24	Watson Julie	\$ 46,950.82
Kranz Elisabeth	\$ 89,907.54	White Wayne	\$ 113,993.52
Krasinski Katherine	\$ 102,189.64	Wood Randal	\$ 63,746.82
Krefting Jessica	\$ 600.00	Wu Yi-Hui	\$ 3,723.66

Respectfully submitted,

Jenn Welch

Treasurer/Collector CMMT

BOARD OF ASSESSORS

Board Members:

Stephen Pomfret.....	Chairman
Haig Thomas Babaian.....	Member

Staff:

Angela Marrama.....	Chief Assessor
Marianne Dee.....	Assistant Assessor

Fiscal Year 2022 was another year of record growth with much of it coming from the development at Digital Way along with a new development on Parker St and on Percival St and Newton St. The assessing staff also captured \$771,856 in growth this year. There were approximately 697 inspections completed by the Assessor and Patriot Properties. We received our certification for a tax rate from the Department of Revenue on December 7, 2021. On behalf of the Board of Assessors' I would like to thank Rosalind Greenstein for her contribution and effort while serving on the board. We continue to strive for accuracy in recording real and personal property data and to meet all requirements established by the Department of Revenue.

The Town of Maynard had 4,210 taxable parcels and 132 exempt parcels for Fiscal Year 2022.

Total amounts to be raised:

	Est Rcpts/Othr Revenue	Tax Levy	Amt to be Raised	%Change
FY2018	\$18,872,317	\$30,371,493	\$49,243,810	3.8%
FY2019	\$20,075,658	\$31,359,876	\$51,435,534	4.5%
FY2020	\$19,708,043	\$32,666,872	\$52,374,915	1.9%
FY2021	\$20,250,581	\$34,064,371	\$54,314,952	3.7%
FY2022	\$20,810,649	\$36,290,070	\$57,100,719	5.2%

Tax Rate History

	Shift	Residential/Open Space	Commercial/Industrial/Personal Property
FY2018	1.32	\$22.64	\$31.10
FY2019	1.32	\$21.04	\$28.86
FY2020	1.31	\$20.64	\$27.89
FY2021	1.29	\$20.15	\$26.81
FY2022	1.29	\$20.52	\$27.36

The count of the taxable parcels by property class is as follows:

Property Type	FY2020		FY2021	
	Count	Value	Count	Value
Single Family	2677	1,091,700,500	2689	1,113,614,800
Condominium	570	219,289,900	582	246,161,900
Miscellaneous	11	6,270,300	11	6,360,000
Two Family	241	95,215,100	238	96,560,900
Three Family	25	10,221,400	25	10,524,700
Four and up	49	46,995,100	48	50,799,000
Vacant Land	83	3,462,000	90	4,690,000
Open Space	0	0	0	0
Commercial	138	60,341,300	138	72,107,800
Industrial	20	37,149,300	21	39,166,400
Chapter 61 Land	2	2,109	2	2,496
Chapter 61A Land	6	29,426	5	20,610
Chapter 61B Land	2	173,175	2	173,175
Mixed Use	28	23,842,000	27	23,748,900
Personal Property	313	44,969,665	332	47,865,096

At the Classification Hearing held on November 16, 2021, the Select Board voted to split the tax rate using a 1.29 percent split which resulted in a tax rate of \$20.52 for residential and open space and \$27.36 for commercial, industrial and personal property. For Fiscal Year 2022 new values and new growth were certified on October 25, 2021 by the Department of Revenue.

The following is a comparison of total valuations and levy from real estate taxes by fiscal year:

Fiscal Year	Assessed Value	% Change	Tax Levy	% Change
2018	1,289,112,607	0.74%	30,376,658	3.30%
2019	1,434,578,056	11.28%	31,359,563	6.64%
2020	1,534,413,425	6.96%	32,663,840	4.16%
2021	1,639,621,275	6.86%	34,064,371	4.29%
2022	1,711,795,777	4.40%	36,295,197	6.55%

Valuation by Property Class:

Property Class:	FY2020	FY2021	FY2022
Residential	1,397,372,504	1,485,566,949	1,540,867,742
Open Space	0	0	0
Commercial	65,548,640	71,935,361	83,896,539
Industrial	40,099,900	37,149,300	39,166,400
Personal Property	31,392,381	44,969,665	47,865,096
Total	1,534,413,425	1,639,621,275	1,711,795,777

Levy by Property Class:

Property Class:	FY2020	FY2021	FY2022
Residential	\$28,841,768	\$29,934,174	\$31,618,606
Open Space	0	0	0
Commercial	\$1,828,152	\$1,928,587	\$2,295,409
Industrial	\$1,118,386	\$995,973	\$1,071,593
Personal Property	\$875,534	\$1,205,637	\$1,309,589
Total	\$32,663,840	\$34,064,371	\$36,295,197

Respectfully submitted,

Angela M. Marrama
Chief Assessor

Education

SUPERINTENDENT'S REPORT

2021 continued with COVID being front and center. The Maynard Public Schools continued to provide educational services even during a pandemic. The educational programming transitioned from hybrid to in-person learning during the year, and as of August 2021, we were 100% in-person learning. This created challenges on every level.

The summer of 2021 began, and we believed we would start the following school year more traditionally. As the 2021-2022 school year began, there were many unanswered questions about COVID and its impact on people and schools. Maynard Public Schools started the year with many mitigation strategies and has maintained in-person learning.

We have been working diligently throughout the year to provide academic programming, social and emotional support, athletic and musical opportunities, and essential nutritional resources for all of our students. We have continued to adjust the degree of in-person activities as our positivity rates ebbed and flowed.

The district continues to ensure that the professional staff, the curriculum, and the facilities function in unison to achieve the best possible learning environment for all students. The district added a Director of Building Operations to oversee the facilities and all building operations systems, including disinfecting and cleaning related to COVID.

MCAS

Maynard Public Schools has been working strategically to improve our accountability results, and we are proud of the recent gains. We are committed to seeing growth and reducing proficiency gaps of all students and are using internal assessment data to monitor and address learning gaps. In Spring 2021, 94% of Maynard students in Grades 3-8 & 10 took the MCAS in ELA, Math, and Grades 5, 8 & 9 in Science.

Many students missed varying amounts of school, with some missing large chunks of time last year. Some remote-only students took the MCAS at home with an honor system and without support structures, while most took it at school. Others simply “opted out.” Fourth graders took MCAS for the first time, having missed it in 3rd grade.

At Maynard High School, declines in attendance and declines in MCAS scores, particularly among our High Needs Students, are well documented during the whole “COVID 19 School Year” of 2020-2021. This is particularly true in Mathematics. What we have seen in Maynard is mirrored in communities of all profiles across the Commonwealth. A notable exception has been a growth in scores in 9th-grade Physics at Maynard High School.

Credit Recovery and Enrichment Programs were implemented this past summer in response to what was observed last year. Additionally, weekly team meetings are in place this year, along with a Building Based Support Team referral system that is actively identifying students in need of additional support and referring them to a Credit Recovery Program that is already in effect this school year and has been running for the past two months. The counseling staff and our teaching staff is also mindful of the social and emotional impact of the COVID 19 pandemic over the past two

years and are working with students to reconnect them to the school, peers, and caring adults.

Additional data analysis and professional development will be required to track and support struggling students more effectively as we further reconnect with students while filling in the learning gaps that have opened.

At the high school level, starting with the class of 2023, satisfactory MCAS scores will be a state requirement for high school graduation, increasing the urgency of identifying areas in need of strengthening to support all students as rapidly as possible.

The past two school years have been extremely challenging for all Maynard Public Schools community members. Our students and families most in need of support have been particularly stressed due to the impact of the pandemic.

Through it all, the staff members of the Maynard Public Schools have worked incredibly hard to maintain a positive school environment and meet the needs of all of our students, even while frequently encountering personal challenges at home.

Though MCAS scores have dipped, they have not dropped precipitously and are recoverable. Attendance rates were down and have already rebounded this school year substantially.

By using data to monitor our students' academic performance, to measure our students' attendance rates, and to survey our students' and their families' social and emotional state, we can develop the strategies and training needed to get all of our students fully back on track in every dimension as quickly as possible.

Professional Development

The district continues work in the area of Cultural Proficiency for staff. We have continued exploring this topic and expanding our diversity, equity, and inclusion work. Both administrators and teachers have participated in discussions of books that focus on diversity and equity.

The district continues to provide professional learning using the SimpleK12.com professional development platform. To better respond to the learning needs of our students, the district has also begun professional development on Universal Design for Learning. This will allow staff to address the varied needs of our students. Due to the pandemic, much of the focused professional development was intentionally postponed until the 2022-2023 school year.

Student Learning

To address student social and emotional needs, the district has continued focusing on the 5 Social Emotional Learning (SEL) Competencies:

- Social Awareness
- Responsible Decision Making
- Relationship Skills
- Self-Management

○ Self Awareness

The district continues to provide SEL-focused lessons taught by guidance counselors at Green Meadow School. Each school shares resources with parents, students, and staff. The district will continue to focus on Social Emotional Learning as a foundation for supporting all of our students and families.

Additionally, the district has used a portion of the ESSER grant funds to support our students and staff in a variety of ways: multiple summer programs, having an additional LPN, several staff members in the role of overseeing our multi-tiered system of support, other instructional software, and different supplies and materials.

We are also collaborating with the MSBA (Massachusetts School Building Authority) on the feasibility process for the Green Meadow Elementary School. We have hired an OPM (owner’s project manager) Colliers, International to oversee the process and a design firm MVG (Mount Vernon Group) to manage the design portion of the project.

The Maynard Public Schools continues to use our strategic plan as our guide to educate our students. The three pillars are Inclusive Practices that Support all Students, Superior Academic Experience, and Developing Global Citizens. We look forward to the future and returning our undivided attention to teaching and learning, and celebrating in person.

Respectfully Submitted,
Brian Haas
Superintendent of Schools

GREEN MEADOW ELEMENTARY SCHOOL

Green Meadow Elementary School serves approximately 425 students in grades preschool to three. We provide a warm, engaging environment so that all children are able to develop a “love of learning” and solid academic skills as the foundation for future learning. Our Preschool has multiple options including a 5-day full-day, 3-day full-day, and half-day. GMS has a full-day Kindergarten program that is free to all constituents of Maynard.

The Maynard School District is committed to creating the best education system for its students. MPS has acquired the services of Colliers Project Leaders to conduct the feasibility study. During the Feasibility Study the Town partners with the MSBA to analyze in-depth the design options and costs for the renovation and /or reconstruction of a school. It results in a preferred program, design direction, and estimated cost for the school project.

The purpose of the feasibility study is to investigate potential options and solutions, including cost estimates for repair, renovations, or new construction, for the deficiencies and issues identified and submitted in the Statement of Interest.

Home-School Connection

We realize that a strong home-school connection is essential. We have made it a priority. We welcome families and encourage them to actively participate in their child's educational experience through a variety of forums. Throughout the year, there are opportunities to conference with teachers. We are very fortunate to have an extremely active Parent Teacher Organization (PTO) that meets monthly to plan enrichment activities, fundraising events, and fun family activities. We are very appreciative of the work that our PTO Board Members do and the contributions of the many volunteers who dedicate their time and talents to enrich our school.

Each class sends out a weekly newsletter update to parents and the administration sends a weekly update using Smores and it is posted on the Maynard Public Schools website and through Facebook.

Curriculum/Instruction

Our curriculum is based on the Massachusetts Curriculum Frameworks, which encompasses both academic and social-emotional learning. Our specialist schedule which offers instruction in Art, Music, Physical Education, Library, Spanish, and Computer Technology provides our students with further learning beyond traditional academics. Special Education Services, MTSS, and Title One instruction in mathematics and reading give our students a multi-tiered level of support.

We use the Heggerty Phonemic Awareness program PK-1 and the Wilson Foundations Program in PreK to grade 3. Each level of the Heggerty Phonemic Awareness Curriculum provides 35 weeks of daily lessons, focusing on eight phonemic awareness skills, along with two additional activities to develop letter and sound recognition, and language awareness. Lessons are designed for a classroom setting and only take 10-12 minutes. The Wilson Program is foundational as it provides comprehensive instruction in phonics and phonemic awareness. Our students also participate in a comprehensive literacy program. Throughout the school year, classroom teachers work closely to analyze results from assessments, such as Early Bird, DRA, and DIBELS 8, to monitor student progress and adjust instruction.

Our primary math resource is 'GO Math!' Go Math provides for direct instruction, inquiry-based activities, and digital components so that our students can develop strong number sense, strategic thinking skills, and problem-solving abilities. Science and social studies are also a part of students' daily instruction.

Social-Emotional Learning

We believe that coming to school should be a joy-filled experience for our children. We work to nurture a positive school environment in which every child feels loved, valued, and respected. The following activities highlight ways in which we focus on social-emotional learning:

- We begin each day with the daily pledge. As part of the pledge, our students recite our three core values as a reminder of our behavioral expectations to be 'kind, safe, learners'.
- Classroom teachers and counseling staff provide students with direct instruction in social/emotional learning and use a variety of curriculum resources including Responsive

Classroom, Social Thinking, AI's Pal's, and Collaborative Problem Solving. Conflict resolution, social interactions, and self-regulation skills are also the focus of guidance lessons.

Respectfully Submitted,
Robert Rouleau
Principal

FOWLER SCHOOL

Faculty and staff continue to prepare and teach high-quality lessons and deliver services throughout the COVID pandemic. The Maynard community has rallied to support its children, as more and more students become fully vaccinated every day, and 100% of Fowler students are in person for school, for the first time since March 2020. Despite the unusual nature of schooling since March 2020, Fowler has retained its small school, family-oriented, and welcoming environment for all who attend and work here.

This year, Fowler underwent many faculty and staff changes and transitions:

- Dr. Carolyn Imperato joined the administration team as Fowler's new Assistant Principal for School Culture and Operations.
- Sra. Sira Martinez joined the 4th-grade team from Spain, as Fowler's new Spanish Immersion teacher.
- Ms. Dominique Gonsalves joined the 6th-grade team as their Special Education Liaison and Teacher.
- Ms. Ashley Lackard joined as the teacher in our Tiger II Program for severe disabilities.
- Ms. Denise Hatch left the traditional classroom teacher role and became Fowler's new Library teacher.
- Ms. Yi-Hui Wu joined the music program as our part-time music teacher for Grades 4-5.
- Nurse Melissa Warren became Fowler's new nurse.

Despite the limitations created by the pandemic, our National Junior Honor Society inducted 19 well-qualified students in a wonderful ceremony attended by parents virtually. This is the third year of NJHS at Fowler, which now serves as a feeder into Maynard High School's own NHS Chapter.

In June 2021, Fowler held an outside Promotion/Awards Ceremony at Alumni Field. The weather was beautiful that day, resulting in one of the most memorable, special rites of passage for Fowler 8th graders. We hope to continue outdoor promotion ceremonies going forward. For the Class of 2025 (8th Grade graduates), the Principal's Award for Overall Excellence went to Emily Chau and Owen Wilde. Opportunities abound for students to get involved at Fowler, as we have continued to offer a wide breadth of clubs, activities, and middle school athletics for our student body.

Our parents and community members have been instrumental in supporting Fowler programs, students, and faculty. We especially thank the Maynard Education Foundation (MEF) for their

support of students and teachers through their teacher mini-grant program, which awarded thousands of dollars to support classroom requests. Fowler was the most awarded school in Maynard this year for teacher mini-grants!

Finally, our School Council is comprised of the following members:

- Mike Barth, Principal and Chair
- Denise Hatch, Faculty
- Jen Kraynak, Parent
- Julie Leonhardt, Parent
- Heather O'Brien, Parent

The School Council has advised on our budget needs and the policies in our Family-Student Handbook.

Respectfully submitted,

Michael Barth
*Principal of Curriculum, Instruction & Assessment
Operations*

Dr. Carolyn Imperato
*Assist. Principal of School Culture &
Operations*

MAYNARD HIGH SCHOOL

Vision Statement

Maynard High School will provide an emotionally and physically safe environment that will allow students to become well-rounded and resilient through academics, athletics and extracurricular activities.

Students will become creative problem solvers and respectful, productive citizens who embrace the diversity they encounter in the ever-changing global marketplace.

(Developed and approved by the School Site Council March 2015)

Overview

This past June the graduation of the Class of 2021 was held at Alumni Field for our matriculating seniors. The ceremony followed State COVID guidelines and was well attended by the families, friends, and supporters of the Class of 2021. After the disruptions to learning and gatherings caused by the COVID 19 pandemic, it was wonderful to be able to return to the joy and richness of an in-person ceremony including the ability to have the entire graduating class gather together.

Valedictorian Lily Weber and Salutatorian Alyssa Barilone were among the 91% of graduates going on to further education and training at top rate colleges and universities which include but are not limited to the following: Northeastern University, Smith College, Middlesex Community College, Quinsigamond Community College, Mercer University, Bentley University, James Madison University, Coastal Carolina, University of Maine, Duquesne University, Suffolk University, UMass Amherst, UMass Lowell, UMass Boston, Massachusetts Maritime Academy, Massachusetts College

of Liberal Arts, Worcester State University, Roger Williams University, Assumption University, Clark University, Pennsylvania College of Technology, College of the Holy Cross, University of Colorado Boulder, Stonehill College, Fitchburg State University, Quinnipiac University, and the University of Rhode Island. The remaining 9% of graduates had post-graduate plans including trade schools, military service, or directly entering the workforce.

Graduated Students 2021

Barilone, Alyssa	Fitzsimmons, Thomas	Leahy, Cara	Oliphant, James
Bourgeois, Henry	Fry, Haley	Leskovac, Benjamin	Ortiz, Luis
Briggs, Patrick	Gangloff, Alison	Leskovac, Samuel	Peterson, Nicholas
Brogna, Brendan	Gargas, Edward	Lindfors, Kyle	Primiano, Mia
Caloggero, Talia	Garver, Daniel	Livolsi, Jennifer	Puntoni, Jake
Campbell, Lindsey	Grundstrom, Samantha	Loomer, Bailey	Ringuette, Lukas
Carey, Micaela	Halig, Caitlin	Lowery, Emma	Rober, Kate
Carroll, Tori	Hart, Jason	Lowery, Jordan	Roche, Sean
Clark, Sofia	Hebert, Avery	Lowery, Reese	Sforza, John
Clements, Sarah	Helin, Nicole	Mahoney, Erin	Sharpe, Ian
Copley, Rory	Hellerstein, Thomas	Manero, Mackenzie	Sirvio, Ava
Corcoran, Daniel	Hills, Sam	Mauroy, Ariane	Spurgin, Kacy
Cormier, Alexandria	Hobbs, Aiden	McDonagh, Sabrina	Stout, Nicole
Crossland, Virginia	Irwin, Aiden	Moriarty, Daniel	Sullivan, Molly
Downs, Elizabeth	Jacques, Hannah	Mullen, Ethan	Tallen, Robbi

Dunton, Samuel	Jones, David	Noke, Dustin	Walsh, William
Estabrook, Aurora	Kapopoulos, Tyler	Norris, Carolyn	Weber, Lily
Fallon, Thomas	Kiirikki, Ari	Okorji, Dorinda	Young, Aidan
Feddersen, Kaitlyn	Kirlin, Keller	O'Leary, Melissa	

Maynard High School continues to provide its students with a high-quality academic experience with a rich range of electives and opportunities for advanced study. Our Chapter 74 Vocational Program in Radio & Television Production is four years old and allows Maynard High School to take full advantage of our industry-standard radio and television production facilities throughout the school day joining our continuing, award-winning, after-school WAVM club.

Our Computer Science offerings have expanded greatly in the last year under the leadership and instruction of a full-time faculty member and we are confident that a full-fledged Computer Sciences pathway will be developed in the coming two to three years.

Maynard High School has also seen an increasing number of students completing the requirements for the Massachusetts Seal of Biliteracy demonstrating high-level proficiency in both English and another language in reading, writing, and speaking. The Seal is affixed to our graduates' official transcripts and certifies their impressive ability in multiple languages. We anticipate the number of students meeting the requirements for the Seal of Biliteracy will continue to climb as students who have experienced the District's Spanish Immersion program are now reaching Maynard High School as freshmen and sophomores.

All Maynard High School seniors must complete a full-year course of study in Senior Project prior to graduation. Senior Project which involves academic research into an issue of social significance, completion of an internship in their field of study, and creation and completion of a product or service which will positively impact the community. Due to the COVID-19 pandemic, seniors were given alternate paths to complete all the steps needed for their Senior Projects. Our Senior Project teachers have made a presentation to a statewide audience hosted by the Massachusetts Department of Elementary and Secondary Education which has described it as a "gold standard" course of study for graduating seniors.

Extracurricular Activities

Our students also have the chance to participate in a wide range of extracurricular activities including music through band, chorus, Wind Ensemble, Jazz Ensemble, and Madrigals, as well as theater through our school play. Many of these activities have proceeded using modified formats or virtually over the past year to maintain student and staff safety due to the COVID 19 pandemic.

Our school chapter of the National Student Council association regularly reviews the needs of Maynard High School in terms of policy and has taken an extremely active role in leading activities designed to bolster school spirit and enhance the school climate for all students.

Other clubs proceeding virtually include WAVM, Young Republicans and Young Democrats Clubs, Cooking Club, Peer Buddies, Mock Trial, Quiz Show Team, a Chapter of Amnesty International, and many more. We have also added a Young Authors Club where students hone their skills as writers. Opportunities for student leadership and the chance to become engaged community members while building citizenship and service to the community exist within all of these varied programs.

Athletics

The Maynard Athletic Department has continued its tradition of success. This past year the Athletic Department leadership changed from Brian Beaulieu to Michael Arria. Highlights of the 21-22 athletic year include:

- Our Football team had a great season, qualifying for the State Tournament.
- Our Boys & Girls Soccer Teams continued at higher division play and both reached the State Tournament. Both teams hosted State Tournament games in the first round. The Boys also hosted a second-round game.
- Our Boys & Girls Cross Country Teams also saw great success this year, qualifying for the State Meet and finishing within the top 15.
- Many Maynard student-athletes were recognized as league All-Stars, Central Mass All-Stars, and All-State players.

Special thanks go out to the Booster Club for their support whenever asked. Thanks also go out to the Athletic Hall of Fame for the continuing support of Maynard High School athletic programs. These organizations continue to fund scholarships to athletes who cannot pay activity fees at Maynard High School and the Fowler School.

WAVM

The WAVM program continues to be a great asset for both the school system and the entire Maynard community. The program has well over 150 students enrolled from grades 6-12 participating in the after-school program led by a full-time faculty member and full-time aide. WAVM was able to hold its annual Beacon Santa Telethon under a revised and shortened format due to the COVID 19 pandemic and raised over \$30,000.00 for children and families in need in the greater Maynard area.

With two full-time faculty members in the chapter 74 program, many new courses are now being offered to students in Radio & Television production within the school day itself. Enrollment in the chapter 74 program has expanded this year and the program is receiving state funding to further enhance the program.

Technology

At this time technological infrastructure at Maynard High School continues to be extremely sound. The conversion from iPads to Chromebooks for all students is now complete. The District’s Technology Committee continues to work closely with Maynard High School to help ensure that our students have access to the state-of-the-art technology so essential to education in the 21st Century.

International Travel

Students at Maynard High School have traditionally enjoyed exciting international travel opportunities to places such as Spain, Quebec, Guatemala, and England. It is hoped such opportunities will resume as the pandemic eases and vaccination rates are sufficient to warrant such a shift.

Governance & Support Groups

The Maynard High School Site Council is made up of students, parents, community members, teachers, and administrators. This advisory body works together on matters of policy, curriculum, and program analysis all linked to the improvement of the Maynard High School community. Volunteers continue to be sought and all parents with students currently at Maynard High School are encouraged to seek membership.

School Council Members

Charles Caragianes	Principal & Chair
Isabella Burke	Student
Jamie Butler	Student
Sarah Matson	Student
Luke Pfleegor	Student
Lula Solomon Rohr	Student
Ellen Duggan	Community Member
Orian Greene	Community Member
William Chan	Teacher
Jamie Sangiovanni	Teacher
Regan Thompson	Teacher
Beth Vavra	Teacher
Maro Hogan	Parent

In addition to the members of the School Site Council, a major thank you goes out to the Maynard High School PTO, The Maynard Education Foundation, The Boys & Girls Club of Maynard, the Boosters Club, Friends of Tiger Football, the Maynard Music Association, the Friends of WAVM, our Senior Project Steering Committee, our Chapter 74 Radio & Television Program Advisory Council and our countless adult and student volunteers. Without these groups and individuals, Maynard High School would be a much less vibrant place.

Respectfully submitted,

Charles J. Caragianes
Principal of Curriculum, Instruction & Assessment

Kevin Caruso
Principal of Leadership & Operations

STUDENT SERVICES

The Department of Student Services administration and staff's primary responsibility is to coordinate Special Education service delivery, including transportation, for all eligible students attending Maynard Schools in addition to those students placed in out-of-district school settings. The department administration and staff also assist school Principals with service delivery/programming for preschool, students considered homeless/in foster care/military-connected, required screenings/assessments, English learner/multilingual education, nursing, counseling, and Section 504 of the Rehabilitation Act.

Special Education

The Maynard Public Schools' administration and staff are committed to providing a continuum of special education support and services within each school. By Federal and State regulations, we must provide services to special education students with diverse learning needs ages 3 to 22. All students receiving special education services have an Individualized Education Program (IEP) specifically developed for them by an IEP team. The IEP is the plan describing how students will have a Free and Appropriate Education (FAPE) in the Least Restrictive Environment (LRE). Some students require highly specialized services that exceed the existing capabilities of our schools and are placed in appropriate out-of-district school settings. A continuous department goal is to expand our in-district capabilities to support students with their peers in their home school setting.

Respectfully submitted,

Jeff Ferranti

Director of Student Services

SCHOOL TECHNOLOGY

The goal of the Maynard Public Schools Technology Department is to support the learning of all students by promoting equitable access, increasing student engagement, and enriching teaching across all grades and subjects. The past year has made this mission all the more important with a necessity for flexible access to remote and hybrid learning while also ensuring that in-school instruction is fully supported. With this in mind, the technology department has invested significantly in mobile technology, primarily with Chromebooks, and we now have a device in each classroom for every student in the district. We maintain a robust district network to provide connectivity for all of these devices and the department also supports a variety of learning platforms. The district has also revamped our website to make information more accessible and has adopted a new Student Information System (SIS), Aspen, that promotes better communication among students, families, and school personnel and enables more sophisticated uses of data to support decision making.

Respectfully submitted,

Adam Steiner, Ph.D.

Director of Technology

Municipal Services

OVERVIEW

Staff:

Megan Zammuto	Assistant Town Administrator/ Executive Director of Municipal Services
Richard Asmann	Building Commissioner
Ethan Corey	Alternate Assistant Inspector of Wires
Jim Downing	Assistant Inspector of Wires
Julia Flanary	Conservation Agent / Assistant Town Planner
Janelle Franklin	Department Assistant
Beth Grossman	Food Inspector
Peter Morrison	Inspector of Wires
Bill Nemser	Planning Director
Kelly Pawluczonek	Health Agent (Resigned June 2021)
John Robertson	Health Agent
Adam Sahlberg	Plumbing & Gas Inspector
Kaitlin Young	Conservation Agent / Assistant Town Planner (Resigned September 2021)

The Office of Municipal Services (OMS) includes Building and Inspections, Conservation, Planning, Public Health, Zoning, Affordable Housing and Economic Development. The divisions work independently and collaboratively to enforce all codes, laws, and ordinances relating to their respective divisions. OMS also provides various levels of support to the Board of Health, Conservation Commission, Economic Development Committee, Master Plan Implementation Committee, Parking Authority, Affordable Housing Trust, Planning Board and the Zoning Board of Appeals.

This year included staff turnover as we said goodbye to both our part time Health Agent Kelly Pawluczonek and our full time Conservation Agent and Assistant Town Planner Kaitlin Young. We thank them both for their significant contributions to the Town of Maynard over the past several years. During the October Special Town Meeting, the town voted to approve funding for a full time Health Agent, and John Robertson was hired in November of 2021. Julia Flanary was hired as the Conservation Agent/Assistant Town Planner in December of 2021 and they have both become valuable members of the OMS team.

Long term planning, conservation and environmental protection, permitting of projects, and the inspection of properties are all important to the development of a healthy and vibrant community. To that end, the OMS continues to ensure that those who need to do business with the Town receive prompt, courteous, and knowledgeable service. We strive to maintain the core services that our residents and businesses expect and build upon implemented initiatives to improve current practices. Efficiency with the safety and health of the public is always our highest priority

BUILDING DIVISION

Report of the Building Commissioner

Building activity in Maynard continued to be strong with the commercial build-out of Digital Way, pandemic inspired renovations and a hot housing market. A record number of Building Permits were issued; 18.3% above the high in 2016 and 54% above the average for the previous 15 years. Construction was still constrained by labor and material supply shortages. The most significant Permit issued was for the new Fire Station, expected to be completed in the early fall of 2022. Excluding the Station, Total Value of Commercial Construction was down from the previous years, Total Value of Construction was up 31% from the previous 15-year average. This was in large part due to the 13 Single Family Dwellings, above the average of 10, and a record number of Residential Permits. This surge in Residential Permit activity is expected to subside in the coming year.

Commercial projects completed in 2021 include Middlesex Savings Bank, Planet Fitness, Gymja Warrior, Hair in Harmony, Cycle Bar, Eco Nails and Supercuts. Permits were also issued for Emerson Urgent Care, Bueno Y Sano, a Veterinary Clinic and a Dental Clinic. The Permit summary below has been streamlined so that Residential and Commercial Alterations shall include additions, repairs, roofs, siding, windows, decks, solar panels, demolition and associated accessory structures. Sheet Metal/Mechanical Permits are both residential and commercial, with residential less than 10% of value.

Finally, I would like to take this opportunity to remind the residents of Maynard that a Building Permit and an approved inspection are required prior to the use of a wood or pellet stove in Massachusetts. Most fires caused by wood stoves are due to improper installation. Proper venting of these may prevent fatalities. I would like to thank our Plumbing, Gas and Wiring Inspectors for their dedication.

Annual Report of Building Permits by Type of Construction 2021

Type of Construction	Permits	Construction Value	Fees
New 1 or 2 Family Dwellings	13	\$5,982,958.00	\$75,473.00
New Multi-Family Dwellings	0	\$0.00	\$0.00
Residential Additions/Alterations	489	\$8,681,939.00	\$109,991.00
Wood/Pellet Stoves	9	\$45,200.00	\$315.00
Sheet Metal / Mechanical	38	\$565,985.00	\$7,236.00
Temporary Tents	3	n/a	\$140.00
Signs	17	\$104,311.00	\$2,300.00
Commercial Alterations/Repairs	32	\$7,332,844.00	\$102,693.00
Commercial New Buildings	1	\$10,275,000.00	Waived
Total 2021	602	\$32,988,237.00	\$298,148.00

Respectfully Submitted,
Richard A. Asmann
Building Commissioner

Plumbing & Gas Inspector

I have enjoyed serving the Town of Maynard in the capacity of Plumbing and Gas Inspector. We have continually made great progress on the 129 Parker St project and I wish to thank the Select Board, the Maynard community, and the Office of Municipal Services for their partnership and continued support in helping me to execute my responsibilities. I look forward to serve another year in the community.

Plumbing and Gas Permits Issued 2021

- 227 Plumbing permits were issued
- 295 Gas permits were issued

Respectfully submitted,
Adam Sahlberg
Plumbing and Gas Inspector

Inspector of Wires

It has been my pleasure to serve the Select Board, the Maynard community, and the Office of Municipal Services. I would like to thank everyone for their continued support through the many projects over the past year, the most significant being the 129 Parker Street project. I look forward to continuing to serve the community in the future year.

Electric Permits Issued 2021: 378

Respectfully submitted,
Peter Morrison & James Downing
Inspector of Wires

Sealer of Weights and Measures

The Sealer of Weights & Measures is responsible for inspecting all devices used to sell products or goods by weight or measure. This includes fuel pumps (mainly those dispensing gasoline & heating oil), electronic registers, scales, and taxicab meters. Most are sealed annually, some bi-annually. The Sealer has state-certified weights and fuel testing devices for use in carrying out these inspections and is certified by the state as qualified to perform the inspections. If an inspection indicates an error in a device, the Sealer will correct it by adjustment if possible. If not, the device will be marked with a tag labeled "Not Sealed," and is to be taken out of use by the vendor until it has been repaired and re-inspected by the Sealer. Beginning in calendar year 2015, the Town contracted with the Commonwealth of Massachusetts Department of Standards to perform this service. In 2021, the following sealings were successfully completed:

CVS Pharmacy.....	1 Scale
Butler Lumber.....	1 Scale
BP.....	16 Meters
Jimmy’s Garage.....	11 Meters
Cumberland Farms.....	12 Meters
Market Basket.....	44 Scales
Maynard Mobil.....	16 Meters

PUBLIC HEALTH

Board Members

Kathy McMillan.....	Chair
Lisa Thuot.....	Clerk
Jodi Larkin.....	Member

Staff

Kathy Castle, RN.....	Public Health Nurse
Beth Grossman.....	Food Inspector
Kelly Pawluczzonek.....	Health Agent (resigned June 2021)
John Robertson Jr.....	Health Agent

The Board of Health is responsible for a wide range of health and environmental concerns, including the promotion of public health, control of dangerous disease, and protection of the environment. In addition to permitting and inspectional services associated with the enforcement of local and state sanitary and environmental regulations, the department also provides communicable disease investigation and prevention programs through the state-run MAVEN database, food establishment inspection services, pool and camp permitting, funeral director permitting, solid waste and septage hauler permitting, tanning establishment permitting, temporary and annual dumpster permitting, complaint investigations, housing inspections, tobacco sales permitting and enforcement, wastewater and water supply plan review and permitting, as well as all-hazard emergency preparedness planning and response. The Board of Health is comprised of three appointed members who serve overlapping three-year terms.

Licenses & Permits

Food Service (Full, Retail).....	58	Funeral Directors.....	1
Temporary/Seasonal Food.....	10	Swimming Pools.....	4
Catering.....	2	Tanning Salon.....	1
Fraternal Clubs.....	2	Solid Waste Haulers.....	0
Church Kitchens.....	2	Septic Haulers.....	4
Mobile Foods.....	2	Tobacco Permits.....	8
Schools Kitchens.....	3		
Residential Kitchens.....	3	<u>Food Program</u>	
		Food Inspections Routine.....	101
Food Pantry.....	2	Re-Inspections.....	67
		Hearings.....	0

Plan Reviews/Pre-Openings.....	34	Foodborne Illness.....	0
Change of Owner Meetings.....	4		
Complaints.....	8		
New Establishments.....	3		
Food Recall.....	1		

Sharps Collection

The Board of Health sharps disposal program continues to be enormously successful. Many residents take advantage of the sharps disposal kiosk. This program is encouraged by both the MA Department of Public Health and MA Department of Environmental Protection regulations to prevent the possibility of accidental “needle sticks” that endanger workers in the solid waste field. A sharps collection kiosk is located in front of the police department and is provided as a convenience to residents of Maynard.

Emergency Preparedness

The Board of Health continued to function as the designated department for the Town to work with the MA Department of Public Health (MDPH) on Emergency Planning efforts. This involves being the planning advocate between MDPH and their deliverables under the Center for Disease Control and Prevention (CDC), and the volunteers who have joined our Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC). Stephanie Duggan, Human Resources Coordinator and MRC Volunteer Coordinator, represents Maynard on the Region 4AB Public Health Emergency Preparedness Coalition.

Maynard Citizens Corps/Medical Reserve Corps

The Maynard Medical Reserve Corp / Citizens Reserve Corps (MRC) is a volunteer group focused on supporting the town in local emergency management in response to both natural and man-made disasters. It consists of both medical and non-medical volunteers. MRC volunteers receive training sponsored by the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA) in the Incident Command System (ICS) and National Incident Management System (NIMS). Volunteers are utilized for mass prophylaxis efforts like seasonal flu clinics, as well as for shelter operations and staffing.

The MRC participates in many community events each year, including Maynard Fest. As with any volunteer organization recruitment is an ongoing process. For those interested in serving the town in this capacity, more information can be found on the town’s website: <http://www.townofmaynard-ma.gov/municipal-services/public-health/mcc-mrc/> or by contacting our MRC Coordinator at mrc@townofmaynard.net.

MetroWest Shared Public Health Services

In 2021, Maynard joined the MetroWest Shared Public Health Services Group along with Ashland, Framingham, Hopkinton, Hudson, Milford, Millis, and Natick. The group is sharing resources and creating plans to help address the Public Health needs of the region.

Nursing Contracts

Emerson Hospital Homecare in Concord, MA provides skilled-care nursing services to elderly patients from Maynard at the time of discharge from Emerson Hospital, conducts all of our epidemiological

investigations, and staffs our employee and senior flu clinics, led by our Town-specific nurses, Kathy Castle, RN and Tricia McGean, RN. With the COVID-19 pandemic, we relied heavily on our public health nurses for assistance with contact tracing, guidance for updated protocols and advice. We are grateful for their support during this unprecedented pandemic.

We continue to utilize the Massachusetts Virtual Epidemiologic Network (MAVEN) through the Massachusetts Department of Public Health, allowing Emerson Homecare nurses to directly receive and investigate epidemiological incidents, which allows for a faster response time.



Coronavirus Disease 2019 (COVID-19)

The Board of Health continued to monitor and respond to the Coronavirus pandemic in 2021. The Board continuously received and disseminated constantly changing pandemic related information and guidance on a wide range of topics. Town web pages were updated with guidance on best practices to limit the spread of the disease and COVID-19 positive case numbers. The Public Health Nurse, working with the Contact Tracing Collaborative, contacted COVID-19 positive cases and provided guidance. The Public Health Nurse also work on outbreaks of the disease in Maynard, as well as working closely with daycares and School Nurses. Office staff was available to answer questions about isolation and quarantine, restrictions, and resources.

The Town also provided opportunities for vaccination through programs for homebound and Housing Authority residents, a Johnson & Johnson vaccine clinic, and a Pfizer vaccine clinic for individuals 5 years of age and older.

Disease	# of Cases
Babesiosis	1
Cryptosporidiosis	2

Giardiasis	3
Group A Streptococcus	1
Hepatitis C	1
Human Granulocytic Anaplasmosis	1
Influenza	8
Lyme Disease	1
Malaria	1
Salmonellosis	1
Tuberculosis	3
COVID-19	724

Personnel Changes

The Board of Health sincerely thanks longtime Board of Health Chair Ronald Cassidy for his many years of service in the Town of Maynard. In 2021, Mr. Cassidy resigned from the Board of Health and a new member, Jodi Larkin was appointed by the Select Board.

In 2021, we said a bittersweet goodbye to Health Agent Kelly Pawluczzonek, after 8 years of service. We thank Kelly for her service to Maynard and wish her well in her new endeavors. John Robertson was hired as a fulltime Health Agent November 2021. The Board would like to thank the Directors and staff and the Hudson and Acton Health Departments for their guidance and coverage while the Health Agent position was vacant.

Respectfully submitted,
John Robertson Jr.
Health Agent

East Middlesex Mosquito Control Project

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Maynard consisting of mosquito surveillance, larval mosquito control and public education.

According to the National Oceanic and Atmospheric Administration (NOAA), 2021 was the 3rd warmest (+4.0⁰ F above the 1895 to 1983 mean) and 11th wettest (+11.97” above the 1895 to 1983 mean) on record in Middlesex County, Massachusetts. Precipitation was up and down but generally average from Fall of 2020 through June of 2021 and exceptionally high from July through October of 2021. The weather from April through September, when mosquitoes are most active during the year, was particularly hot (2nd hottest) and wet (2nd wettest). Mosquito numbers were generally average to above average in May and June, and very high from July through September. The abundant rainfall during the warmer months led to especially high numbers of summer floodwater mosquitoes. The number of summer floodplain mosquitoes produced in 2021 exceeded those from 1989 which was our previous record year.

The adult mosquito surveillance program monitored mosquitoes from 4 Maynard trap collections. Mosquitoes were collected and tested for West Nile virus (WNV) and Eastern Equine Encephalitis (EEE). Two mosquito samples tested positive for WNV. No EEE was found in Maynard.

In Massachusetts, *Culex pipiens/restuans* mosquitoes are found in catch basins and are the primary vectors for WNV. Field crews applied a larval control product containing methoprene to 600 catch basins in Maynard. Methoprene is classified by the Environmental Protection Agency (EPA) as relatively non-toxic. Field crews visited wetlands by foot to sample water for mosquito larvae. If enough mosquito larvae are found, crews apply a larval control product called *Bacillus thuringiensis var. israelensis* (Bti). Bti is classified by the EPA as relatively non-toxic.

The EMMCP’s public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcp/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,

Brian Farless
Superintendent, EMMCP

CONSERVATION COMMISSION

Board Members:

Susan Erickson.....	Chair
M. John Dwyer.....	Vice Chair
Jeffrey Black.....	Member
Sarah Measures.....	Member
John Milhaven.....	Member
Christopher Ciano-Collins.....	Associate Member

Conservation Commission 2021 Highlights

- Despite the difficulties of the COVID-19 Pandemic, the Conservation Commission embraced remote meetings and held 16 meetings in 2021.
- The Conservation Commission issued three Orders of Condition, seven Wetland Determinations and one Stormwater Management Permit wavier.
- The Commission approved new Stormwater regulations in June 2021 to accompany the Stormwater Bylaw passed in 2020.
- The Conservation Commission bid to Kaitlin Young, Conservation agent and James Bullis, Chair. The Chair seat was filled by current member Susan Erickson and the Commission welcomed Julia Miller as the new Conservation Agent. The Commission also welcomed one new member, Sarah Measures.
- The Thomas Street Riverfront Property was converted into a public park allowing access to the riverfront with tables and benches.

The Conservation Commission anticipates an exciting 2022 with the following ongoing projects:

- Acquiring additional for land purchases

- Started working groups made of volunteers to help with trail maintenance and invasive species removal
- Improvements to Ice House Landing through CPC funding.

The Conservation Commission thanks Conservation Agent/Assistant Town Planner Kaitlin Young for her service to the Commission and the Town of Maynard. The Commission also welcomes Julia Flanary who was hired in December, 2021 as the Conservation Agent/Assistant Town Planner.

Respectfully Submitted,
Julia Flanary
Conservation Agent/Assistant Town Planner

PLANNING & ZONING

Planning Board

Members:

Chris Arsenault.....	Chair
Jim Coleman.....	Member
Bill Cranshaw.....	Member
Natalie Robert.....	Member
Bob Brown.....	Member
Annette Garabedian.....	Alternate

The Planning Board typically meets twice a month and considers a variety of applications including Special Permits, Subdivision Approval and Site Plans. The level of experience on this Board is immense and Maynard is fortunate to have these dedicated volunteers provide their expertise to help the Town carefully move forward.

Planning Board Highlights

In 2021 the Planning Board engaged in numerous initiatives, including:

- Preparing FY2021 goals that were shared during a presentation to the Select Board in November 2021.
- Integrated Master Plan goals and initiatives into decision-making and outcomes – In an effort to be proactive to ensure consistency with the Master Plan, the Planning Board has engaged in multiple initiatives to advance the goals of the Master Plan including: a working group to update the housing production plan, engagement of the Powder Mill Road Corridor redevelopment effort, and the development of guidance and a checklist to help developers make decisions that are aligned with Master Plan. Other efforts in progress include adjusting regulations for the Downtown Overlay District, and an analysis of current regulations for “Home Occupations” and “Trade Shops”. During these efforts, the Planning Board has explicitly committed to promoting and encouraging public participation based on the belief that engaging with our community early and often will improve the outcomes of our decisions and efforts.

- The Board continued to utilize the “Inclusionary Zoning By-law” to ensure projects creating five or more units provide reasonable number of affordable housing units based on the size of the project. This By-law has helped Maynard close in on its initial goal of 10% housing throughout Town (we are at approximately 9.5% currently). The board was assisted throughout the year with getting units designated by the Affordable Housing Trust.
- The Maynard Crossing project, at 129 Parker Street, continues to bring new residents businesses and services town. The project has remained consistent with the approved Concept Plan and has quickly become a part of the Maynard community!
- The Board approved the mixed-use 26-residential unit development at 115 Main Street that included seven units dedicated affordable. The Board was particularly happy how the design activates the Downtown Overlay District. Part of the development involves creating a public promenade fronting the Assabet that will link the Assabet River Rail Trail and Main Street.
- The Board welcomed Bob Brown as a member and Annette Garabedian as alternate member.

Starting in the spring of 2022, the Board anticipates creating goals for the next Fiscal Year (FY2023). These goals will be developed to align with the Master Plan and to support the local community as Maynard rebounds from the pandemic and continues its trend of sustainable development, while making continuous improvements to this great place that we all call home!

Respectfully Submitted,
Bill Nemser
Planning Director AICP, LEED AP

Zoning Board of Appeals

Members:

Paul Scheiner.....	Chair
Page Czepiga.....	Alternate/Vice Chair
Leslie Bryant.....	Member
John Courville.....	Member
Jerry Culbert.....	Member
Peter Winnett.....	Member
Brad Schultz.....	Alternate

The Zoning Board of Appeals (ZBA) meets monthly to consider requests for variances, special permits, and “Comprehensive Permits” for construction of low-or moderate-income housing (under G.L. c. 40B). The ZBA also hears appeals of Decisions made by the Building Commissioner. Most cases are heard and decided at the initial public hearing as presented by the Petitioner, while some cases are continued to allow board members to view the property or give the Petitioner sufficient time to submit more specific information. As Maynard's housing stock ages, frequently desired improvements require special permits or variances due to zoning changes over the years.

Zoning Board of Appeals Highlights

After a quiet 2020, 2021 was busy for the ZBA! Some of the highlights include:

- The COVID-19 pandemic resulted in the Board holding all their public hearings virtually for the second year in a row.
- The Zoning Board of Appeals and Planning Board began working together to modernize the regulatory framework for “Home Occupations” and “Trade Shops.” Town by-laws presently allow some occupations and trades to take place in private residences. The board recognizes the need for public input in the development of updated regulations and anticipates there will be several public meetings to discuss potential revisions in 2022.
- 19 Lincoln Street – Variance to add a porch that would create a new non-conformity on an undersized lot (approved).
- 102 Parker Street - Special Permit for a new accessory building for dog grooming business (withdrawn without prejudice).
- 16 Waltham Street – Appeal of Building Commissioner’s Determination of Site Plan deviation (upheld).
- 141 Parker Street – Special Permit to re-establish non-conforming use of a single-family residence (approved).
- 55 Glendale Street – Variance to exceed lot coverage for an addition on an undersized lot (approved).
- 11 Tremont – Special Permit to allow a Trade Shop Use for an Upholstery and Caning Studio (approved)
- 19 Walnut Street – Special Permit for a change of use from a church to a single-family residence (approved).
- 16 Dix Road - Special Permit for a conversion of a non-conforming shed into a home office and exercise room (approved).
- 19 Elm Street - Special Permit for a home occupation consisting of a rolfing practice (approved).
- 37 Brown Street - Special Permit for a trade shop use consisting of a coffee roaster (approved).
- 84 Summer Street - Special Permit for a home occupation consisting of a psychiatry practice (approved).
- The ZBA welcomed two new members adding Peter Winnett and Brad Schultz.

The ZBA wishes to thank all Town officials, other boards and committees for their support and assistance during 2021!

Respectfully Submitted,
Bill Nemser
Planning Director AICP, LEED AP

Human Services

COUNCIL ON AGING

Board Members:

C. David Hull.....	Chair
Paul Guthrie.....	Vice Chair
Diane Wasiuk.....	Secretary
Anita Dolan.....	Member
Angelina Flannery.....	Member

The mission of the Council on Aging is to promote and support healthy aging for the Town’s senior citizens. We seek to assist seniors maintain dignity, independence, physical and psycho-social well-being through programs and services designed for them and their caregivers.

The COA is open Monday through Friday, 9:00 a.m. to 3:00 p.m. The Council on Aging was closed to the public until its reopening on August 9, 2021. All services were provided remotely until the reopening.

Services

The Council on Aging offers information and referral to a wide range of resources including Minuteman Senior Services (which provides home health care assessments, health insurance counseling (SHINE), Meals on Wheels, Protective Services, money management and caregiver supports), housing and legal resources, fuel assistance programs and local resources such as pantries and other community organizations. The COA oversees the Senior Tax Work Off Program and collaborates response to elder concerns with the Maynard Police and Fire Departments, the Maynard Housing Authority, hospitals, home care agencies and other supportive services.

The Council on Aging has a Durable Medical Equipment Program and during the past year was able to facilitate services by providing pickup and delivery through the COA van service while operating remotely. The COA also utilized the pickup and delivery system for the fuel assistance program.

The Council on Aging assists residents under the age of sixty with fuel assistance applications, referrals to housing and legal support, transportation, and community-based resources.

Transportation

The Council on Aging van service provides transportation for those over the age of sixty and individuals with disabilities to medical appointments, grocery stores, pharmacies, banks, salons, etc. The COA followed strict sanitation procedures, provided personal protective equipment, and minimized the number of riders on the van at one time.

Outreach

The most critical service the Council on Aging provided during 2021 was the facilitation of information and support during vaccine distribution during the winter. The COA received hundreds

of calls from seniors, family members in-state and out-of-state and others in need of resources. In working closely with the Maynard Police and Fire Departments, the Maynard Health Agent, Public Health Nurse and other agencies, policies and procedures were developed to ensure that those who struggled to access and receive a vaccine were able to do so. The COA worked extensively with the Health Agent and Public Health Nurse to meet the vaccine needs of the homebound population. The Maynard Police Department provided support by offering transportation to the mass vaccination sites.

The Council on Aging expanded its outreach by utilizing the Town’s census to reach seniors who had not attended programs at the COA or used its services in the past. Many seniors were not aware of the breadth of the services available and appreciative of the outreach call. We found many simply enjoyed the opportunity for conversation and connection.

Programs

The Council on Aging offered fitness, watercolor and drawing classes via Zoom. Grab-n-Go luncheons (a hot meal provided by Flo’s Catering was offered via a drive through style in the Maynard Elks parking lot). Grab-n-Go meal delivery was offered for those who did not have transportation or were reluctant to venture forth on hot summer days. Information to a wide array of online programs was publicized including those



available via television and telephone. The COA also offered a tablet lending program.

When the Council on Aging reopened with small groups and social distancing, activities offered included knitting, bingo, nature and travel series, arts and crafts, classic comedy series, trivia, and internet access. The COA designated time in the schedule for “Drop-In” to encourage seniors to drop in and spend time with friends. This was an important opportunity to reduce their social isolation and comfortably re-engage with others. The Council on Aging turned one of its vans into an “ice cream truck” and delivered sweet treats on hot days throughout the summer. Staff visited numerous neighborhoods and had the opportunity to surprise Maynard Firefighters during a stop.



Intergenerational

The Maynard High School Student Council sponsored a special intergenerational activity. A memory booklet was provided with questions and prompts to jog special memories, personal histories, and stories to share with the students. The Student Council also created inspiring holiday cards filled with uplifting sentiments and positive New Year's wishes.

Maynard Girl Scout Troup 62472 designed beautiful handmade Valentine cards which were distributed with teddy bears and brightened many seniors' days.

Newsletter and Facebook

The Council on Aging newsletter is distributed monthly to the residents of Maynard. In addition to promoting the programs at the COA, the newsletter publicizes events at the Maynard Library, ArtSpace, 6 Bridges Gallery, a monthly article from Rep. Kate Hogan as well as resources such as fuel assistance and local pantries.

The newsletter introduced columns from the Fire and Police Department staff. Specials thanks to Fire Department Captain Mike Parr, Police Department Elder Liaison Allison McCann, and Communications Supervisor Sarah Finnerty for their contributions.

The Council on Aging maintains a Facebook page which provided useful information about Massachusetts' Department of Public Health updates on vaccinations, COVID-19 guidance and more.

I would like to thank the Council on Aging Board members for their guidance and support. I would like to especially thank Paula Copley, whose term ended in June, for her invaluable contributions. I welcome Paul Guthrie who we all know will be a tremendous asset.

I would also like to acknowledge the Council on Aging's van drivers: Janine Parker, Brad Chetwynd, Andrea Adams and Mark Tomyl. Rain or shine, they go above-and-beyond by showing genuine care and concern for those they transport - which is evident by the seniors' affection towards them.

I can never express enough appreciation to Pat Kozik, the Council on Aging's Principal Clerk, for her dedication to serving the seniors of Maynard. Pat's endless enthusiasm and empathy is a gift to anyone who encounters her. She is called the "Queen of Cheeriness" for good reason.

Respectfully submitted,

Amy Loveless
Director of the Maynard Council on Aging

VETERANS' SERVICES

Staff

Wayne Stanley.....	Veterans Agent
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Veterans Benefits

Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and the Commonwealth of Massachusetts Regulations 108 (C.M.R. 108) govern veteran's benefits. Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The State of Massachusetts reimburses the Town of Maynard 75% of the Veteran's Assistance payments issued by this office.

The Veterans Agent is responsible for determining the eligibility of all cases processed through this office. The Veterans Agent conducts interviews, establishes approvals, and conducts follow-up field investigations on veterans receiving assistance to determine the recipient has continued eligibility to receive benefits.

The Veterans Agent's duties include assisting Maynard veterans in filing federal forms for benefits, which include service-connected disability claims, non-service-connected claims, VA health care, requests for medals, requests for service records, bonus applications, burial assistance and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Veteran's Agent acts under Power of Attorney for veterans researching and processing cases to the Rating Review Board (Department of Veteran Services), and prepares appeal cases to the VA Board of Veteran's Appeals on the veteran's behalf. The Agent also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

This year the Veteran's Service budget slightly reduced due to the number of qualified veteran's or their spouse seeking Chapter 115 benefits. This decrease is due in part the aging veteran population and veterans finding employment.

Office

The Veteran's Office is located on the lower level of the Maynard Town Hall. The office staffed one day a week on Tuesdays from 6 – 8PM. Even though the town hall reopened in 2021, veterans are still required to make an appointment with the Veterans Agent so that there is not a backup of veterans waiting to see the Veteran Agent. In addition to Tuesday nights, additional appointments are available Monday through Saturday simply by calling or emailing the Veterans Agent.

Legislation

During the past year, the Federal Government passed legislation, which the President signed, into law granting all eligible veterans and their dependents a 5.9% Cost of Living Allowance (COLA) increase. This was the second COLA increase for eligible veterans and their dependents ever.

Salute

Veteran Service Organizations continue to be the backbone of the Veteran communities throughout Massachusetts and the Nation. Even though the Maynard American Legion Post has disbanded, its prior members continue to and assist Maynard's Veterans and their families on a daily basis. The prior Maynard Post members provide a tremendous amount of support to local Veterans and their families at no cost to the town or other government agencies. These individuals continue to raise money for a local organization known as Honor Flight New England. Honor Flight New England transports area Veterans to Washington, DC to visit and reflect at their various memorials at no cost to the veteran. They also take the time to place flags on veteran's graves over the Memorial Day weekend. The Town of Maynard is extremely fortunate to have veterans living in our community who continually give of themselves for the sake of others. Salute!

Respectfully Submitted,

Wayne E. Stanley Sr., MSgt, USAF (Ret)
Veterans Agent

HOUSING AUTHORITY

Members

William Cranshaw	Chair
Ellen Drago	Member
C. David Hull	State Appointee/Vice Chair
Judith Peterson	Secretary
Robert Subick	Treasurer
George Hardy	Resigned effective March 1

The Maynard Housing Authority is responsible for the management of 112 units of State Chapter 667 housing, 32 units of Federal family housing, and 30 Massachusetts Rental Voucher Program (MRVP) tenant-based vouchers.

- Powdermill Circle has 56 units of elderly/disabled housing. In 2021, there were seven new tenants at Powdermill Circle.
- Concord Street Circle also has 56 units of elderly/disabled housing. In 2021 there were two new tenants at Concord Street Circle.
- The HUD Low Rent Family Dawn Grove has 32 units of housing. There were three new tenants that moved into this development in 2021.

Properties at Dawn Grove, Powdermill Circle and Concord Street Circle had additional major maintenance related projects undertaken to improve both appearance and safety in the developments. The Authority undertook complete shutter replacement in Powdermill Circle and the second phase of a siding/insulation project at Concord Street Circle.

The housing authority experienced a great loss in October with the death of Executive Director Robert Larkin. Bob worked at Maynard Housing Authority for 50 years, beginning as a part-time maintenance worker. He was raised and educated in Maynard. He served both the towns of Maynard and Stow in many capacities. In Maynard he was a firefighter, served on the Retirement Board, and was a member of the Maynard Rotary Club, Maynard Elks and Shriners International. In Stow he was on the Stow Housing Authority and Community Preservation Committee. He will be missed.

For information relative to low-income housing for elderly and handicapped persons or for families, please contact the Authority office Monday through Friday, 8:30 a.m. to 4:00 p.m. The office is located at 15 Powdermill Circle. Telephone (978) 897-8738 or (978) 897-6893. TDD #1-800-545-1833 – Ext. 144.

Respectfully submitted,

William Cranshaw
Chairman

Library, Culture & Special Committees/Boards

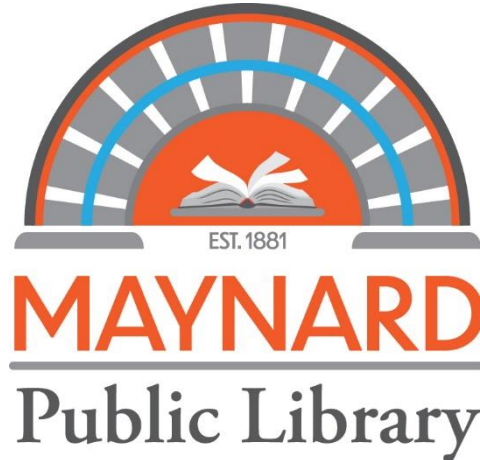
PUBLIC LIBRARY

Board of Trustees

Sally Bubier.....	Chair
Peter Reed.....	Secretary
Jan Rosenberg.....	Member at Large

Friends Officers

Aly Severance.....	President
Jan Rosenberg.....	Vice President
Dennis Morrisey.....	Treasurer
Greta Friel.....	Membership Coordinator



Library Staff

Stephen Weiner (retired January 2021)
Jean Maguire (started January 2021)
Carol Akillian-Casey
Rachel Alexander (started January 2022)
Mark Malcolm
Casey Petipas-Haggerty
Jeremy Robichaud
Sally Thurston
Deric Wilson (resigned July 2021)

Nikhil Rao
Lula Solomon Rohr
Julia Rydzewski
Claudia Severance
Brandon Sherman
Owen Thayer
Ruby Tricca
Simone Tricca
Grace Wilde
Lillian Wilson

Part-time Circulation Staff

Elizabeth Leaver
Semra Erdal

Part-time Pages

Lauren Alford
Sarah Alford
Elizabeth Freeman
Jordan Mullen
Zoe Pepin
Alexandra Ponce

Volunteers

Catherine Autio
Lee Caras
Julia Casey
Wendy Darcy
Loren Flanner
Friends of the Maynard Public Library
Diane Gauthier
Naina Gupta
Julia Herdegen
Matteo Mitchell and Troop 130 Boy Scouts

Kate Morrison
Wendy Valentine

Kate Wheeler

Highlights

- As Maynard's Library Director of 26 years, Steve Weiner, moved into retirement, a number of qualified candidates to replace Steve were interviewed and Jean Maguire was selected as the new Director starting in January of 2021. Jean has brought many new ideas with her from her past work at other libraries as well as a tremendous amount of energy and vision for the future of the library. (written by the Library Trustees)
- The Board of Library Trustees voted unanimously at its June meeting to eliminate daily overdue fines. This change helps ensure that all members of the public feel encouraged to use the library and that there are no barriers to access of materials and services. The library's replacement-fee policy is still in place for items that are lost or damaged.
- The library created and launched its first-ever logo. The logo helps the public easily identify library-related items, and it helps communicate what the library stands for. The arch in the logo was chosen to represent the distinctive and historic archway through which people enter the building, to reflect the library's role as a portal to discovery, and to convey its commitment to being an open and welcoming place in the community.
- A beautiful new library sign was installed at the Glendale Street entrance in July.
- A year-long series of monthly Maynard Sesquicentennial History talks was presented online by local historian David Mark. It had a total live attendance of 567. The recordings have been viewed 2,745 times so far on YouTube.
- The library building reopened on June 1, after being closed to the public since March 2020 due to the COVID pandemic. Curbside pickup service was provided from January through June and continues to this day for patrons who are unable to come inside or are uncomfortable doing so. The homebound delivery service grew significantly during the pandemic and has shown no signs of decreasing.
- Reference Librarian Jeremy Robichaud, who has assisted countless library patrons over the years, was promoted to Assistant Library Director in August.
- In October, the library celebrated the 150th anniversary of the town, the 140th anniversary of the library, and the 15th anniversary of the library's relocation to 77 Nason Street by hosting two online Anniversary Author Celebration events featuring authors Jerry Craft, Hallie Ephron, and William Kent Krueger.
- Thanks to the efforts and creativity of Young Adult Librarian Casey Petipas-Haggerty, 716 take-and-make kits, across 29 different activity areas, were distributed to patrons (482 children's kits, 35 teen kits, and 199 adult or all-ages kits). Due to the remarkable popularity, the library continues to offer this new service now that the building is open.
- The 1856 curfew bell, which previously hung in the Assabet Manufacturing Company mill and then the Mission Evangelical Congregational Church, was moved to the library, where it will be on public display as soon as the necessary support structure is completed.

Days Open

The library building was open to the public 152 days in 2021—an increase from the 61 days open in 2020. The building was closed to the public January through May due to the COVID-19 pandemic, and it reopened once full vaccination had been available to all adults. Its first open day in 2021 was June 1. The schedule of open hours expanded over the subsequent months, and by September, the library building was open to the public Monday, Wednesday, Friday, and Saturday, 10 AM-5 PM, and Tuesday and Thursday, 2 PM-9 PM.

Circulation and Usage

Circulation and usage have increased from the previous year in almost every category. Total circulation and usage in 2021 was approximately 213,510 (compared to 129,427 in 2020). A sample of statistics is provided below.

	<u>2021</u>	<u>2020</u>
Adult books and magazines circulated	16,742	13,447
Young adult books and magazines circulated	2,093	1,356
Children’s books and magazines circulated	18,208	14,606
Ebooks and other downloaded OverDrive items	20,024	18,220
CD audiobooks and music	2,752	2,304
DVDs	5,330	4,884
Freegal music downloads	2,604	2,278
Ancestry.com sessions	13,450	5,511
Kanopy movie views	3,196	4,231
Museum passes	154	162
Items routed in from other libraries	39,115	10,965
Items routed out to other libraries	19,707	10,379
New card holders registered	163	112
Wireless internet network sessions	4,044	4,278
Public-computer logins	2,689	2,024

Grants

The library received a second award of \$9,284 for FY21 and an initial award of \$11,049 for FY22 from the Massachusetts Board of Library Commissioners (MBLC) for meeting the requirements of state certification.

Programs

In 2021, 232 programs were offered by the library (compared to 171 in 2020). They included 161 children’s, 59 adult, 5 young-adult, and 7 all-ages programs. Some were held in person and some were online. Programs were attended live by 3,934 people (compared to 2,451 in 2020). Topics of

some of the most popular programs were Asian folk tales, the poet Elizabeth Bishop, the Anniversary Author Celebration, the Wyeth family of artists, and the Maynard Sesquicentennial History Series. A summer reading program for children was offered, with all activities, including the annual read-a-thon, being held outdoors. After a hiatus in 2020, the library presented its annual summer concert, thanks to coordination by Children’s Librarian Mark Malcolm and the support of the Friends of the Maynard Public Library, the Maynard Cultural Council, and sponsors from the local business community. The concert featured Broadway performer Melissa Errico. It was held at Memorial Park and attracted an estimated 200 people.



Reference

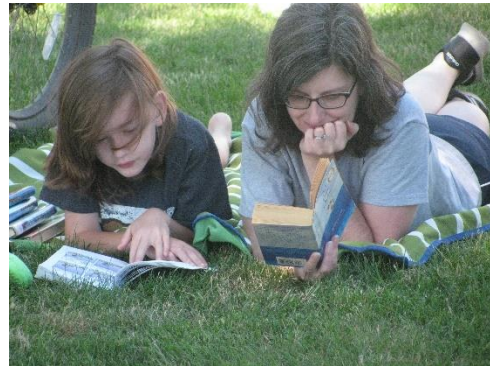
More than 1,717 reference questions were answered (compared to at least 1,039 in 2020). Instructional programs were offered on such topics as using Google Workspace applications, borrowing ebooks and audiobooks through the Libby app, getting started with Ancestry, and how to photograph like a pro.

Library Visits

There were approximately 17,992 patron visits to the library from June 1 through December 30. Hundreds of patrons also attended the weekly outdoor browser markets, which were held during the first half of the year in the library parking lot.

Thank you

We thank the Board of Library Trustees, volunteers, Friends of the Maynard Public Library, Town Administrator Greg Johnson, Human Resources Coordinator Stephanie Duggan, and Assistant Facilities Manager Kyle Brainard for their support throughout the year. We also extend our thanks to the people of Maynard for their enthusiastic usage of the library. It was wonderful to see patrons return when the building reopened, and we look forward to welcoming more visitors in 2022 and finding new ways to provide them with the collections, programs, and services they want and need.



Respectfully submitted,
Jean Maguire
Library Director

BYLAW REVIEW COMMITTEE

Members

William Kohlman.....	Chair
James Early.....	Member
Eugene Redner.....	Member

To the Honorable Select Board, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2021.

At the start of 2021, the By-law Committee consisted of the Chair, William Kohlman, James Earley, and Eugene Redner. There were two open positions on the committee.

In the beginning of the year, the Committee met in January and February and continued its work from the previous year which was articles for the Annual Town Meeting. Those articles were:

1. Amend Chapter 21 Nuisance
2. Amend Chapter 18 General, Section 5B
3. Add New Chapter 38 Marijuana Penalties

We also had some discussion on a proposed by-law to establish an ADA committee for the Town. We have a ADA committee, it is listed in the Town Charter along with the rest of the Town committees but apparently the Town never accepted certain provisions of Mass General Laws which would allow it to have additional powers.

Prior to our April meeting, we were made aware of two Citizens Petitions being prepared for the Fall Special town meeting. These were new by-laws for the elimination of single use plastic shopping bags and the use of polystyrene in packaging materials and containers. The Committee reviewed the proposed by-laws at our April meeting.

At our May meeting we met with Sarah Measures, Orian Greene, and Laura Moynagh, members of Green Maynard, to review their proposed by-laws. The committee provided guidance on the by-laws suggesting edits to streamline the text, removed redundant or unnecessary text. An example being a section on why a citizen should vote for this by-law shouldn't be in the by-law but rather in the comments section of the warrant article. Also the committee provided clarification that even if passed at Town Meeting, it still needs the approval of the Attorneys General's office and cannot take effect until then.

Also at our May meeting the Chair reporting on the legal review of the two proposed warrant articles, Chapter 38 Marijuana Penalties and Chapter 21 Nuisance. Town Counsel guidance was that for the Marijuana Penalties, it was most likely that it would not be approved by the Attorneys General's office and that could not achieve the goal we desired which was to keep any fines from the enforcement of the Marijuana laws, in the town rather than having it go to the state. That article was withdrawn from the Annual Town Meeting Warrant. The review of Chapter 21 Nuisance raised many questions, mostly about enforcement, but also other items. It was decided that there wasn't enough time to revise the article to address the legal concerns and have it available to the public for review before Town Meeting. It too, was withdrawn.

The only article sponsored by the By-law Committee for the May 2021 Annual Town Meeting was to amend Chapter 18 General, Section 5B, which raised the fine for illegally parking in a handicapped parking space from \$20 to \$200 in compliance with state law. It had been current practice to charge a \$200 fine but it was found that the by-law had never been updated. The article was approved at Town Meeting and approved by the Attorneys General's office.

At the end of May the Chair was contacted by Kelly Kane with concern about noise and if the Committee could do something about it. Due to the Chair recovering from knee surgery our next meeting was not until July. At that meeting we discussed with Kelly Kane her concerns and her experiences with filing noise complaints. We reached a conclusion that we need to do some research to determine how noise complaints are currently being addressed in the town. Also at the July meeting we discussed a discrepancy that was found between the Town By-laws and the Zoning By-laws. In Chapter 4 Town Officers, Boards and Committees, the term for the Associate Planning Board member is not stated but could be implied that it is 5 years. In the Zoning By-laws, it is stated as being 3 years. We drafted a warrant article to correct the Town By-laws.

To determine how the town was handling noise complaints the Chair reached out to Police Chief Michael Noble and Asst. Town Administrator Megan Zammuto. Chief Noble provided that they fall into one of two categories, criminal or civil. The criminal are the disturbing the peace type, related to loud late night parties, just to cite one example. The civil are of the type of using loud equipment early in the morning or at night. What our research also found was that in Massachusetts, noise is considered a form of air pollution, so any noise regulation or by-law would be the responsibility of the Board of Health. Asst. TA Zammuto provided that the Health Agent had just resigned.

Based on this information, at our August meeting, we decided to table this until the town had hired a permanent Health Agent and let the subject matter experts take the lead on this topic. We had also sent a revised article to Amend Chapter 21 Nuisance for legal review and to Asst. TA Zammuto to distribute to affected department heads for their review and feedback. At the recommendation of the Building Commissioner Section 14 was deleted as redundant. There are stricter requirements in the state building code.

The Committee prepared two warrant articles for the October 2021 Special Town Meeting. They were:

1. Amend By-law Chapter 4: Town Officers, Boards and Committees, Under Planning Board
2. Amend By-law Chapter 21: Nuisances, Sections 1 through 22

For the article to amend by-law Chapter 21, the Committee also provided in the voter's packet, a red-line version of the changes to Chapter 21. We could not just use this method to vote on the article since we were reordering sections in the Chapter. We believed that it would not be legal to do it in that manner. The red-line copy that was provided was first taking the current Chapter 21 and reordering the sections to the way that they were in the warrant, and then comparing them to generate the red-line copy. In this way the voters could see what was being added, what was being deleted, and what was left unchanged. Both articles were approved at Town Meeting and by the end of 2021, had not yet been approved by the Attorney General's office.

At the September meeting the Committee reviewed a new Chapter 31 Pumps, Wells and Fountains, Etc. provided by the Director of Public Works Justin DeMarco. We sent questions and comments to him to be discussed when he was able to attend a meeting.

At our November meeting we met with Justin DeMarco to discuss the updated Chapter 31, now called Water Resource Management. After a thorough review and discussion on the Chapter, the Chair offered to make the changes discussed to the document and send it back to Justin. The DPW would be sponsoring the article at the 2022 Annual Town Meeting. The Chair also introduced a draft of a new by-law on Financial Reporting. The chair is also the Chair of the Charter Review Committee and part of the ongoing discussion has been transparency in Town government. While the Charter does call out for the full and complete records of the financial activities of the town, this requirement in the Charter only has to be published once a year in the Town Report. The Charter Review Committee would like to see a more frequent report be made available to the Select Board, Finance Committee and published on the Town website. Since the By-law Committee will have the responsibility to update the by-laws affected by any Charter changes, we thought it would be a good idea to get a head start on this one. It is a step to ensure transparency in the town finances whether or not a change is made in the Charter to require it.

The November Meeting was also attended by Mr. Dan Shields, who express interest in joining the Committee. Prior to the December meeting, Mr. Shields was appoint to the Committee by the Town Moderator.

At the December meeting we again discussed a possible noise by-law. A new Health Agent had been hired in the end of October. The meeting was attended by Adam Us. The Chair had contacted Asst. TA Zammuto concerning a path forward with this. She had suggested that she would notify John Robertson, the Health Agent, and would advise Kelly Kane and Adam Us to follow up with him and the Board of Health. At our December meeting we advised Mr. Us to do that, with the understanding that the Committee was willing to assist the BOH with the format and other items with a new by-law, while they focused on the subject matter of the by-law.

Moving forward to 2022, the Committee will finalize the article for the proposed new by-law Periodic Financial Reports and submit it for the Annual Town Meeting in May.

Respectfully submitted,
William G. Kohlman
Chairman

CHARTER REVIEW COMMITTEE

Members

William Kohlman.....	Chair
Jeff Swanberg.....	Select Board
Natasha Rivera.....	School Committee
Janice Rosenberg.....	Library Trustees (Resigned)
Sally Bubier.....	Library Trustees
William Cranshaw.....	Housing Authority
Elliot Bruce.....	Finance Committee
Peter Campbell.....	Finance Committee
Anita Dolan.....	Member-at-large (Resigned)
Lou Ann Cutaia.....	Member-at-large
Brendon Chetwynd.....	Member-at-large

To the Honorable Select Board, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2021.

The Charter Review Committee was formed by the Town Moderator and held its first meeting on April 22, 2021 over Zoom. All meetings for 2021 were held over Zoom. The membership with representation consisted of Jeff Swanberg, Select Board; Natasha Rivera, School Committee; William Cranshaw, Housing Authority; Janice Rosenberg, Library Trustees; Elliot Bruce, Finance Committee; Peter Campbell, Finance Committee; William Kohlman, Member-at-large; Anita Dolan, Member-at-large; and Lou Ann Cutaia, Member-at-large. William Kohlman was elected Chair. The committee determined that given all the conflicts members have with their own committee meetings, the best time to hold Charter Review meeting were the second and/or fourth Wednesday of the month. The committee also decided to rotate the position of Recording Secretary so that one person isn't burdened with it at every meeting.

Prior to the meeting in May 2021, Anita Dolan resigned, being unable to attend the Zoom meetings. After the May 2021 meeting, Janice Rosenberg resigned. Sally Bubier replaced her as a Library Trustee representative. Also, Brendon Chetwynd replaced Anita Dolan as a Member-at-large.

Going forward, the committee met once every month with the exception of meeting twice in August. Some members felt that with the meeting and duties of their own committees and the obligations of their employment and families, that twice a month was a bit of a burden so we made an effort to limit the meetings to once a month since August.

Over the seven months, the committee has reviewed most of the Charter in sequential order, getting through the Introduction, Preamble, and Articles 1 through 6. We had not yet reviewed Article 7: General Provisions. As we reviewed the Charter, we noted the changes that we would like to consider and maintained these proposed changes in a Tracked Changes copy of the Charter.

At our December meeting, the committee took the time to revisit our goals for the Charter review, since we now had discussed a large portion of the Charter. The committee members, although may

have different priorities, did have a consensus that they want the Charter to allow for accessible and transparent Town government, with easy access to information. But also not to make changes to the Charter for change sake. Taking the view point, “Do no harm”, if the system is working, even though we may envision it to be better, would a change actually make it better or would there be unintended consequences to our proposed action that the town would have to live with until the next review in ten years.

As result of our discussions, the committee has asked for advice from town counsel and for input from the Town Administrator, Town Moderator, and the Town Clerk. The Town Moderator and Town Clerk also attended many of the meetings and provided insight from their experiences with the procedures of their positions to help the committee understand how town government functions. While we are not on track to bring the proposed changes to a vote at the Annual Town meeting in May, we expect to have them ready for a vote at a Special Town meeting in the fall.

Respectfully Submitted,

William G. Kohlman
Chair, Charter Review Committee

COMMUNITY PRESERVATION COMMITTEE

Members

M. John Dwyer.....	Chair/Conservation Commission Representative
Rick Lefferts.....	Vice Chair
Anna-Lisa Lysell McLaughlin.....	Clerk
Jon Lenicheck.....	Treasurer
Jon Canchola.....	Capital Planning Committee Representative
William Cranshaw.....	Housing Authority Representative
Ellen Duggan.....	Historic Commission Representative
Linde Ghere.....	Member
Randy James.....	Capital Planning Representative (Resigned June, 2021)
Natalie Robert.....	Planning Board Representative
Denise Walsh.....	Recreation Commission Representative

Provisions of the Community Preservation Act (“CPA”) were first approved by Maynard at Town Meeting in May 2006, when residents voted to enact a property tax surcharge of 1.5% to fund CPA. Maynard property tax surcharge funds are supplemented with money from a State fund. Following the adoption of the CPA by Maynard, a nine-member Community Preservation Committee (“CPC”) was formed in November of 2006 to study existing Town resources, identify critical needs and evaluate proposals for addressing needs that could be funded with CPA funds. These proposals must be related to one or more of the following categories: Open Space, Community Housing, Historical Preservation and Recreation. Additional information about the CPA program in Maynard is available at the Town Clerk’s office and on the Town website.

From 2008 to 2021, the CPC has forwarded nearly 4.3 million dollars in projects to the Town Meeting for approval. A list of all projects approved by the CPC is available by contacting the Committee or attending a meeting. Normally, the CPC meets the first and third Wednesday of each month in Town Hall at 7:00pm. Due to the Covid-19 pandemic, the CPC has been hosting virtual meetings via Zoom. All login details required to attend such meetings are available via the Town website.

In May 2021, Town Meeting approved the following CPC funded projects:

Maynard Affordable Housing Trust Fund Support	\$28,000	Community Housing Reserve Fund
Regional Housing Services Office Membership	\$10,500	Budgeted Reserve Fund
Marble Farm Park & Historic Site	\$101,717	Budgeted Reserve Fund
Restoration of Historic Gravestones	\$10,000	Historic Preservation Reserve Fund
Conservation Trust Fund Support	\$20,000	Open Space Reserve Fund
TOTAL:	\$170,217	

We are pleased to report that the CPA projects approved and funded at the May 2021 Town Meeting are all being acted upon by appropriate Town departments or nearing completion.

Respectfully Submitted,

M. John Dwyer
Chair

CULTURAL COUNCIL

Members

Sara Lundberg.....	Chair
Zannah Noe.....	Vice Chair
Richard Pepin.....	Secretary
Jenna Dargie.....	Treasurer
Greg Bokis.....	Member
Donald James.....	Member
Andy Moerlein.....	Member



The Cultural Council and District had a year full of pivoting and modifications, as did many in 2020. We began the year with hopes of further publicizing the district with our new branding effort of 2019 in which we hired a designer to create a complete brand identity for the new Cultural District, and purchased merchandise to sell and promote materials to participate in community events and festivals, such as Artweek, MaynardFest, and the Sip & Stroll. All of this, along with our awards ceremony to grant recipients, was cancelled.

Many of our grant projects were also cancelled, but we encouraged grantees to adjust their plans and possibly make their events virtual and many were able to do this - two successful examples were the Library's "Free Summer Concerts in the Park" and "Music of the Season" in December with the Workingman's Duo. Others used their funds to help prepare for improved projects the following year, and many were extended to 2021. One example of this is David Mark's "Trail of Flowers" project in which socially distant bulb planting was done in fall of 2020 for spring of 2021.

The Council held a few virtual and socially distant events to keep community spirit up during the pandemic. We held a sidewalk chalk contest where participants were invited to draw their own work of art on their driveway or sidewalk and submit a photograph to us for a gift certificate prize. We held an online event called #MaynardDelivers in July where residents were asked to post photographs of their local restaurant takeout orders for a chance to win a gift certificate.

In July we hosted our first annual "Maynard Short Film Festival" where participants of all ages were invited to submit their short (1 to 5 minute) film projects for adjudication by Council members. We received 16 entries, winners of each category were awarded gift packages to Fine Arts Theatre. This effort has now spun off into the broader "Maynard Film Festival led by Zannah Noe, which will start in fall of 2021. The plan is to develop a year long film series for and about Maynard, with the best to be showcased in May of 2021.

Looking to 2021, we began to publicize our upcoming grant cycle in fall of 2020. The deadline was extended by the Massachusetts Cultural Council due to COVID, and we were pleased to receive 32 interesting and exciting proposals for the coming year. We awarded grants to 19 of these, totaling \$7,090 in awards.

We also laid the groundwork for an exciting project to happen in 2021 as part of our ongoing "Maynard as a Canvas" initiative and to celebrate the town Sesquicentennial. The plan is to have another mural painted on a wall in the parking area of Naylor Court, adjacent to many Maynard Businesses and Memorial Park.

We have one new member to the Council in 2020 - Richard Pepin came on in September. Richard has worked in the museum field for 37 years and is also a musician. The Cultural Council and the Cultural District had a good year moving forward with some of their longstanding initiatives. With additional new members, we became adept at the demands of consuming culture online, zoom meetings, and the complexity of hosting hybrid events.

The Council welcomed the new members: Richard Pepin, Zannah Noe, Jenna Dargie, and Donald James, bringing the Council to seven members. In addition, we would like to thank Brad Mathews, Jeff Swanberg, Morgan Kropa, and John Houchin for their long-time service to Maynard's Cultural Council.

The 2021 grant cycle's deadline was extended into December due to the spike in covid cases, which allowed folks to apply who otherwise might miss the deadline. As a result, we had 31 applicants and awarded 19 grants totaling \$7125.

Highlights of 2021 grantees were: Rolling on the River Music Series: Working man's Duo at the Maynard Library Garden Party and Book Sale.

John Ogden's "The Youth's Approach to 150 Years of Maynard's History, was a grantee as a part of the Sesquicentennial celebrations. Discover Museum Open Door Connections program: provided assistance to undeserved audiences who otherwise might not have been able to experience the museum. We supported Wild & Scenic Film Festival again this year, while it was held online due to covid and the closing of the Fine Art Theater. "Confluence art installation" was installed on the ARRT bridge, the trees were planted downtown by The Tree Corps, and the historic walking tours began again. We were impressed with the creativity employed to get many of these projects done while covid disrupted our daily routines.

Our most visible project was the colorful mural downtown. The Council reviewed and voted to support The Nason Wall Mural Proposal, submitted by Erik Hanson (Maynard as a Canvas). The proposed mural would be on the white wall in the parking area of Naylor Court, adjacent to many Maynard Businesses and Memorial Park. The money was from the 2021 CDI grant (Cultural District Initiative) for Maynard's Cultural District and fundraising by the partners that came together to make it happen. The partners included members of the Sesquicentennial Committee, the Cultural Council, Maynard as a Canvas, the public support, and locals serving as judges and financial donations. The call for muralists garnered 14 applications, resulting in choosing Anna Dugan's design. In addition, the group raised 1500.00 from donations for the mural.

The MCC had a booth during the summer at the Farmers Market and during Maynard Fest. Council Members created a cutout of Anna Dugan's Naylor court mural for the public to step inside the mural and have a selfie taken. It was a great way to show what the Council has been up to and created an interactive play with the public. Many familiar faces of Maynard stepped up and took selfies.

Branding was on many agendas this year. Finally, after much talk and review, the Council has a new logo designed by Zannah Noe. The MCC logo went through three design reviews. The color pallet is the same as the Cultural District's, keeping a cohesive look for the work of the Council and the District. Next, the Council and the town applied for 2022 CDI grant funds. We voted to allocate the funds for the redesign and support of the website DiscoverMaynard.com. An Adhoc committee was formed with folks from the MBA, MEDC, and the town of Maynard to update the calendar and listings while branding the site in line with the Cultural District identity.

Goals for 2022:

Larger grants for projects in 2022

Redesign for "Discover Maynard" website

Explore public art partnerships to install along the bicycle trail

Explore uses for the white Epsilon building (151 Main St)

Supporting new festivals and new members
Define Cultural District

Jerry Beck proposed a Public Art Committee, hosted discussions, and garnered interest. The Council was concerned that this committee would be a grantee recipient and not a part of the Council's Mission. There was some discussion on the Cultural District as part of this committee. The discussion on a Public Art Committee was tabled for future consideration.

Overall, the year was a success regarding the number of larger grants that we gave out to offer more meaningful support to our grantees. Other accomplishments were:

- The downtown mural project
- Creating the Council's logo to tie in with the District's Identity.
- Setting the stage financially for an informative website for the culture of Maynard via CDI grant 2022 for DiscoverMaynard.com.
- More communication and overlap of MBA, MEDC members

We have expanded our members and are infused with new energy to get more events and projects serving Maynard's post-pandemic cultural revival.

Respectfully Submitted,

Sara Lundberg
Chair



ECONOMIC DEVELOPMENT COMMITTEE

Members

Rosalind Greenstein	Chair
Jerry Beck	At-Large Member
Sarah Cressy	Secretary, Assabet Valley Chamber of Commerce Representative
Frank Dzerkacz	At-Large Member
Kate Hogan	State Representative (Karen Freker, Designee)
Mark Pesce	At-Large Member
Lynda Thayer	Maynard Business Alliance Representative
Bill Nemser	Planning Director
Megan Zammuto	Assistant Town Administrator

Background

The Maynard Economic Development Committee (EDC) was created by the Town Administrator in 2014 in order to enhance, deepen, and broaden the local economy. A vibrant economic sector within the town borders increases the value of commercial properties and strengthens tax receipts, thereby supporting the town's financial sustainability.

On November 11, 2021 the EDC approved the following language regarding the committee's responsibilities:

The Committee is responsible for

- Collaborating with Town Administrator to articulate an economic development vision for the Town
- Developing collaborative relationships with Town Departments, Boards, committees, and other partners. For example:
 - Select Board
 - Planning Board
 - Parking Authority
 - Finance Committee
 - Cultural District
 - Others, as needed
- Developing infrastructure for developing and implementing economic development programs, creating pilot programs or demonstrating proof-of-concept for economic development initiatives

The current committee membership includes business owners, business advocates (Assabet Valley Chamber of Commerce and Maynard Business Alliance), and a regional economist. In addition *ex officio* membership from the town Planning Department and the Office of Municipal Services broadens the professional expertise around our table. Full participation from Representative Hogan's designee provides state government perspective. In addition, we have reliable participation from non-members who bring their expertise in the arts and commercial property investment. The Town is

lucky to have the dedication of this very able group of volunteers who bring their professional expertise in service to Maynard.

Transitions

- The EDC said good-bye to Jack MacKeen, the outgoing chair, who was always a steady presence and is my role model for meeting facilitation with fairness and grace. We also said good-bye to Dick Downey, the outgoing co-chair, who continues to serve with distinction as Town Moderator.
- Midway through the year we created three sub-committees and moved from semi-monthly to monthly meetings for the entire committee. The three sub-committees are Downtown, Communications, and Creative Economy. While we are still feeling our way with this new structure, our intention is to use our monthly meeting for communication, deliberation, and recommendations. We will use the sub-committees to direct activities and create an entry-way for new members.

Deliberations

Our deliberations in 2021 centered around three topics: committee priorities, the proposed ban on plastic bags and polystyrene, and the application for a host community agreement by a marijuana delivery operator.

- After a thorough review of dozens of planning reports and consultant documents, the committee prioritized over 80 recommendations that had been made over more than a decade. These priorities are being used to drive the work of sub-committees.
- Based on a citizen presentation of proposed ban on plastic bags and polystyrene the committee provided input.
- Upon application for a Host Community Agreement, the Town Administrator asked us to conduct a thorough review of an application for a marijuana delivery operator. In response, we conducted outside research; deliberated at three committee meetings; recommended to not approve application; presented our recommendation to SB; at request of SB, conducted additional research; further deliberated; as requested by SB made a second recommendation; again recommended to SB to not approve application; conducted after-action review to identify changes in procedures so committee might be more persuasive to SB in future recommendations.

Sounding board

Two seats on the EDC are *ex officio* seats for the Assistant Town Administrator and the Planning Director. There are times when the EDC serves as a sounding board for staff and a way for them to get input from business owners and business organizations. The outside dining permits was one example this past year. While the Office of Municipal Services needs to balance multiple interests (public safety, public health, etc.) the EDC is a place to test out ideas and problem-solve with a group that is focused on the economic vitality of Maynard.

Activities

EDC members volunteer many hours of their time each week to support various efforts across town. Highlights from this past year are:

- Discover Maynard is a website that the EDC created prior to the pandemic. It is a centralized platform used to raise awareness of cultural happenings in Maynard and this year we worked with the Cultural Council and OMS to develop a management plan.

- Three years ago EDC funded four informational kiosks that are located around town; now we continue to update their contents each month, as well as the contents three kiosks along the Assabet River Rail Trail that we did not fund.
- We began designing a program to support a channel for regular business engagement. Our kick-off event for this new program will occur in the first quarter of 2022.
- Working in collaboration with the Maynard Community Gardeners, our Downtown Subcommittee is expanding our spring planter program, with anticipated implementation in Spring 2022.
- In support of local recovery from the pandemic, the Governor initiated the Local Rapid Recovery Plan Program. EDC members worked closely with Town staff to increase chances that town priorities be funded if grants would be forthcoming.

Collaborations

Over the past year we began reaching out to staff and volunteers working on projects of interest to the EDC. We continue to welcome visitors to our monthly meetings as well as inviting them to join one of our sub-committees. Some of the outreach over the past year included:

- Community Gardeners
- Finance Committee
- Librarian
- Cultural Council
- Planning Board



Respectfully submitted,

Rosalind Greenstein
Chair

HUMAN RELATIONS COMMITTEE

Members

Kathleen FitzGerald	Co-Chair
Rachel Tryba	Co-Chair
Michael Lisasa	Member
Caroline Mahiti	Member
Police Chief Michael Noble	Member
Eliot Prisby	Secretary
Christopher DiSilva	Select Board Liaison

Overview

The Maynard Human Relations Committee continued efforts to realize its mission and purposes in a variety of ways. We welcomed several guests as speakers to educate us and the broader community about important cultural, historical, and local issues that are important to Maynard residents. We continued to seek information about the housing conditions and ongoing litigation on Railroad Street and to connect with residents there. We worked with the Select Board to better understand best practices for communication between both bodies. Maynard Police Chief Michael Noble shared quarterly reports on immigration detention and communication with ICE. Connections and communication with the Maynard School Committee were established. We submitted one motion to, and co-authored a community statement with, the Select Board. Both of which are detailed below. Member Caroline Mahiti offered assistance to the Select Board in the drafting of their anti-racism statement. The committee welcomed Ms. Shionneka Warren, as a new member in January. The committee said goodbye to Michael Lisasa in September and Chair Kathleen FitzGerald in December.

Guest Speakers and Presentations

- In February, **Maynard resident, Ms. Margaret Day** shared her work with the United American Indians of New England and their work regarding **Indigenous Peoples' Day in Maynard** up until the present. Ms. FitzGerald shared clips from a podcast by indigenous people speaking in regards to Indigenous Peoples' Day and Columbus Day. The committee unanimously voted to endorse Indigenous Peoples' Day. The following motion was voted on and passed unanimously in March:

The Maynard Human Relations Committee wholeheartedly endorses the adoption of Indigenous People's Day to replace Columbus Day; not only on the town calendar, but as a part of how non-indigenous people understand our positioning in this community. We are on the land of the Nipmuc nation. We give this endorsement with the hope that it is not a mere gesture, but an opportunity to reflect on the impact that settler ideologies and policies continue to have on the land and indigenous peoples of this region. We are grateful to the delegation from Indigenous People's Day Massachusetts for their tireless advocacy and educational efforts. As committee members, we commit to furthering our own education on matters related to the genocide and forced removal of native nations and people, especially that of the Nipmuc people. We also acknowledge the tremendous resilience and many contributions of native peoples that have gone unacknowledged for centuries. We hope to be a part of ongoing, town-wide efforts to shift that narrative to a more truthful history.

- In response to the increase of anti-Asian sentiment and violence around the nation, the committee welcomed community advocate **Mr. Ryan Doan Nguyen of Westborough**. Mr. Doan Nguyen shared a slide show and described how anti-Asian rhetoric is having harmful effects on Asian people around the country, including Boston and its suburbs (like Maynard.) He offered suggestions for what Maynard can do to support its Asian residents.

The committee discussed coalition-building with Mr. Doan Nguyen, as well as documenting incidents of hate in the community, and how to better support our Asian neighbors. During the summer, the committee wrote a **letter condemning anti-Asian hate and violence** and sent it out jointly with the Select Board. It was posted on the town website as well as delivered to many Asian-owned businesses in Maynard.

- In September, **Ms. Sonia Ali of the Islamic Center of Boston (Wayland)** gave a slide presentation about antiracist and social justice initiatives at ICB Wayland, and offered suggestions for supporting Muslim neighbors in Maynard. Ms. FitzGerald shared the slide show with the Maynard School Committee who expressed appreciation as it connects to their Diversity, Equity and Inclusion efforts.
- In October, **Ms. Amy Loveless, Maynard Council on Aging**, shared timely information about the Council on Aging **Fuel Assistance Program**. (Low Income Home Energy Assistance Program - LIHEAP.) The committee posted information about this state-funded program on the facebook page.
- Also in October, we were joined by **Maynard Police Department Social Worker, Ms. Emily Black** to clarify her role in the MPD and the community. Ms. Black works with several towns in the area, though she spends most of her time in Maynard. She responds when the police are called for mental illness or substance abuse instances and follows up with the individuals/families. She can be contacted directly at 781-999-5765, or through the MPD. She and others present stressed the need for a town social worker to handle the multiple needs. Members of the Maynard School Committee joined this meeting as residents and discussed the important issue of increasing mental health and social service challenges in the schools and for families.
- In November, **Mr. Dhruba Sen**, a local community activist, spoke to the committee and shared a slide show about the Indian holiday of **Diwali**, including mythological, etymological, and economic origins. Diwali is a festival of lights and one of the major festivals celebrated by Hindus, Jains, and Sikhs. It occurred during the first week of November this year.

All of the slide shows mentioned above, as well as recordings of monthly meetings, are available on the Maynard Human Relations facebook page.

Community Outreach

- Member Ms. Shionekka Warren led the efforts to connect with the residents of Railroad Street through flier distribution and face-to-face conversations, joined by SB liaison Chris DiSilva.
- In September, Chair Ms. Kathleen FitzGerald presented at the Maynard School Committee meeting to share our mission and to encourage community participation.

- Ongoing posts about important cultural and historical events are updated on the HRC town webpage as well as the HRC facebook page, which both encourage community connection and participation.
- Ms. FitzGerald began email communication with Superintendent of Maynard Public Schools, Brian Haas, to invite committee participation from the school administration and the student body.
- The idea of a liaison from the Maynard School Committee was raised by the Chair of the School Committee.

Quarterly Police Reports on Immigrant Detention: Chief Noble

January: One arrest of an undocumented immigrant. The MPD was contacted by ICE, but there was no follow up since the man had already posted bail.

April: There was 1 instance in which ICE contacted the Maynard Police Department.

July: No ICE interactions..

November: No ICE interactions with MPD in the past three months.

Looking Forward to 2022

Follow up to the School Committee about a liaison and to the School Department about a participating member are in order.

Also important is direct communication with community groups such as the Maynard Anti-racism Alliance (MARA) and others, to continue to learn about the harmful impact of racism and white supremacy, to inform our work and to raise the awareness of the committee to the public.

Potential 2022 projects discussed at the final meeting of the year were:

- a year-long series of events to educate people about the indigenous history of the area. This idea grew out of a suggestion from resident Margaret Day to connect with the Sesquicentennial Committee about acknowledging the people here before Maynard was Maynard.
- a Spring Cultural Fair

Both ideas were discussed with community member, Jennifer Picorelli, and presented and endorsed by the outgoing Chair.

The Human Relations Committee hopes to fill vacant seats. Additional community outreach is essential. As the committee continues to grow and develop, we seek to be proactive about the needs and concerns of the community with regards to equity and inclusion. We also hope to be responsive, and encourage residents of Maynard to continue to reach out to us. We welcome all to our monthly meetings.

Respectfully Submitted,

Kathleen FitzGerald
Chair

PARKING AUTHORITY

Members

Megan Zammuto	Assistant Town Administrator, Chair
Justin DeMarco	Department of Public Works Director
Ben Hofmann	At-Large Member
Nick Johnson	At-Large Member
Rosalind Greenstein	At-Large Member, Economic Development Committee Representative
Dan Nash	At-Large Member
Michael Noble	Police Chief

Maynard’s Parking Authority works to create, document and implement clear and consistent parking policies; review all proposed parking- related ordinances and applications; hear and address citizen concerns; and promote the availability of parking to support robust economic activity in the Town of Maynard.

2021 Actions

- Florida Road Bridge – Temporary Parking Plan
 - Voted to approve a temporary parking plan for residents of the Florida Road area who will lose access to parking spaces through temporary easements during the bridge reconstruction.
- 115 Main Street
 - Voted to support the reduction municipal parking by two spaces to accommodate a mixed used development located at 115 Main Street, a -.42% reduction of public parking in downtown Maynard.
- Winter Municipal Parking Program
 - Voted to approve the use of several parking spaces in the municipal parking lot behind CVS for the winter permit parking program. This program is to assist residents who do not have access to off street parking and cannot park in other municipal lots or on the street during the winter parking ban from December – March.
- Outdoor Dining Policy
 - Provided input on the Extension of Premises program for outdoor dining which was ultimately accepted by the Select Board in December 2021.
- Parking Outreach
 - Reviewed Customer-friendly parking practices and updated town webpage to reflect the parking philosophy.
- Naylor Court Parking
 - Voted to remove two parking spaces by the new Naylor Court mural to protect mural. Encouraged the use of the parking spaces by the mural to be used as flexible space for programing.

Respectfully submitted,

Megan J. Zammuto
Chair, Parking Authority

HISTORICAL COMMISSION

Members

Jack MacKeen	Chair
Paul Boothroyd	Member
Lee Caras	Member
Ellen Duggan	Member
Priscilla Sandberg	Member
Brion Berghaus	Alternate
John Brandon	Alternate
John Courville	Alternate
Ann Gibson	Alternate
Paul LeSage	Alternate

In 2021 the Historical Commission continued its primary role as advisor to the Select Board, other Town boards and Commissions and members of the community on matters of historic preservation in Maynard. It also served as the regulatory body for the Town’s Preservation of Historically Significant Buildings By-Law, also known as Demolition Delay. The Commission is composed of five members plus an equal number of alternate members. Several members represent the Commission on other Town Committees, in particular the Community Preservation Committee. The Commission met twelve times during 2021.

One of the most visible and important activities of the Commission was to coordinate the gifting by the Finnish Congregational Church to the town of 1856 Mill curfew bell, which the church had received from the Mill owners in 1935. Funded by a CPC grant and with support from local contractors, the DPW and Historical Commission members, the bell was removed from the church and stored. With the cooperation of Library staff and Trustees the bell has now been placed on display in the library with relevant historical information drafted by a Commission member.

Additionally, this summer, the Historical Commission was proud to document the 175-year history of the Assabet Mill by crafting a multi- panel Historic Marker. Supported by a successful community fundraising effort and installed by the DPW at the Olsen Plaza on the corner of Main and Walnut Streets, the marker honors not only the history of the Mill but more importantly, the people who have worked there since its inception.

We also met to consider a demolition permit for the barn at 38 Great Road. This was the first property which was subject to demolition delay where we met with the homeowners to determine a mutually beneficial solution. It is a great example of the Commission working with the town and new

home owners to collaborate on a property to try to maintain its historical significance as well as accommodate owner input and safety concerns.

Additional activities and accomplishments of the Commission in 2021 included:

- A resource notebook which documents the procedures and duties of the Commission was created allowing new members to understand our processes and procedures
- We posted questions and answers about historical buildings in the town on the Commission’s Facebook page, generating community interest
- We continue to review and document the Historically Significant Property list, adding precision about what structures and parts of structures we intend to protect with Demolition Delay
- MHC applied for and received CPC funding for Part Two of the Restoration of Historic Gravestones in Glenwood Cemetery, Maynard’s only listing on the National Register of Historic Places.
- MHC received funding for the creation of the Marble Farm Park and preservation of this historic site.
- Collaborated with the Sesquicentennial Committee in the town’s yearlong celebration.
- Historical Markers were produced for 8 additional buildings in town and two homeowners purchased a private House Plaque through our program

Respectfully submitted,

Jack MacKeen
Chairman, Historical Commission

RECREATION COMMISSION

Members

James Hines.....	Chair
Barry Roche.....	Treasurer
Denise Walsh.....	Secretary
John Brennan.....	Member

The mission of the Maynard Recreation Commission is to enhance the quality of life in the community through facilities, activities and programs that encourage health, fitness and recreation. Our vision is to create and sustain thriving parks, fields and open spaces that will be resilient and sustainable. The Maynard Recreation Commission fosters the town’s recreational needs through efficient use and care of space and assets to best serve the populace.

Currently the Commission runs the Maynard Recreation Basketball program for boys and girls in grades 3-8. Due to COVID in 2020 and 2021 there have been pauses in the Girls Conditioning and Men’s Indoor Soccer and other programs. We are currently in discussions w/ the Boys and Girls Club to work more synergistically to bring varied programs to the town of Maynard. Our lack of administration assistance is a challenge when it comes to bringing these programs to the town, so we

are hoping to leverage B & G to add more programs to increase community involvement and to improve the spaces available for recreational use.

The Commission was instrumental in securing the funds and shepherding the Fowler field renovation project to a successful completion and is proud to be part of the team that created this excellent soccer facility for the recreation needs of the town. We continue to work with the school and various groups within town to maintain and improve the fields and facilities within the town.

Respectfully submitted,

Denise Walsh
Secretary

MASTER PLAN IMPLEMENTATION COMMITTEE

Members

Jason Kreil	Chair
Page Czepiga	Vice Chair
Susan Erickson	Clerk
Brendon Chetwynd	Member
Mary Brannelly	Member
John Cramer	Member
Bryan Delaney	Member
Andy Moerlein	Member
Amy Loveless	Council on Aging Director
Bill Nemser	Planning Director
Kaitlin Young	Conservation Agent/Assistant Town Planner
Megan Zammuto	Assistant Town Administrator

Meetings

The Committee held six meetings in person, virtually and under a hybrid model as permitted in what was a challenging year to start a new committee. Much of the Committees efforts in 2021 were reintroducing the Master Plan to the many boards and committees in the Town after a hiatus since it’s adoption at the May 2020 Town Meeting due to the challenges of the Covid19 pandemic.

Early meetings during the year were reserved to establish committee liaisons to each of the 15 “owners” responsible for championing implementation of the goals and recommendations presented in the Master plan and strategies for introducing both the committee liaisons to the implementation owners and facilitating discussions how the MPIC could offer support and where needed guidance on the Master Plan. Owners were encouraged to select master plan goals and recommendations and work to begin the implementation during the 2021 calendar year. Committee members also prepared and made available a draft master plan goal and recommendation tracking and feedback form for each owner to submit at the end of the year. Throughout the summer and into the autumn, liaisons

performed a check in(s) with their respective owner to understand how implementation was proceeding and if and how the MPIC could support their work.

As Town Departments began their budget process in the Fall of 2021, the Town Administrator used the annual budget message to set expectations for Town Department heads to make budget requests to promote and move forward goals of the Master Plan. Town Administration and MPIC also began to explore how the MPIC could lend support to department heads by helping identify and provide Master plan support for budget requests. Preliminary guidance was provided this year; however, a more formal review and support may be a task the MPIC can support in the future to reinforce budget requests that advance master plan goals.

At the time of this writing, the MPIC is receiving the feedback and tracking forms described above from each of the 15 implementation owners outlining the goals and recommendations each owner tackled over the last year, current status, challenges and opportunities encountered. Of the responses received to date, implementation owners have engaged over 50 percent of the 124 total recommendations presented in the Master plan.

It is anticipated that as the Committee moves into its second full year and from time to time as required, the MPIC, with feedback from its partners, will update the Master plan and continue to maintain it as a living document to address the changing needs and opportunities for the Town.

In addition to the making progress toward the goals and recommendations presented in the Master Plan, the Master Plan enabled the Town to seek and was used to support several applications for competitive grant funds. Grants secured in 2021, which promote the goals of the Master Plan, totaled nearly \$750,000 with a return on investment of 3 times the cost of the Master Plan. Some of those grants included:

- DHCD Rapid Recovery Plan (RRP) Program award. \$50,000 for Technical Assistance to respond to the effects of COVID-19 on local businesses and prioritize recovery actions and strategies.
- MassDOT Complete Streets Award - \$400,000 for downtown improvements.
- Mass Cultural Council Award - \$7,500 for website improvements.
- DHCD Housing Choice Communities Grant Program award: \$250,000 for engineering and design work for the Powder Mill wastewater pump station

Finally, as the committee chair, I would like to thank each of the members of the committee, staff members, implementation owner and supporting partners, members of the Select Board and Town Administration who have supported this effort. The committee looks forward to continuing to support and implement the Master plan for years to come.

The Master Plan Implementation Committee and additional information is located here: [Master Plan Implementation Committee | Town of Maynard, Massachusetts \(townofmaynard-ma.gov\)](#). The Master Plan document is available here: [Master Plan | Town of Maynard, Massachusetts \(townofmaynard-ma.gov\)](#)

Respectfully submitted,

Jason Kreil
Chair

AFFORDABLE HOUSING TRUST

Members

Rick Lefferts.....	Chair
Bill Cranshaw.....	Treasurer
John Courville.....	Member
Donna Dodson.....	Member
David Gavin.....	Member

The Maynard Affordable Housing Trust was established in 2018. As provided in the Town of Maynard By-Laws, the purpose of the Trust is the provide for the preservation and creation of affordable housing in the Town of Maynard for the benefit of low- and moderate-income households in Maynard. The Trust is authorized to accept and distribute funds, and to acquire and use property, to support this purpose. The Trust is overseen by a five-member Board of Trustees appointed by the Board of Selectmen. The Board members serve without compensation.

The Trust received \$28,000 in funding from the Community Preservation Committee, as approved by the Spring 2021 Annual Town Meeting for use in promoting the goals and activities of the Trust. The Trust continues to explore potential uses for those funds to create affordable housing. Among the many options are outright purchase of properties, the purchase of deed restriction on privately-owned property, subsidizing additional affordable housing units in planned multi-family development projects and establishing a locally based rental assistance program.

The Trust continued to meet with the redeveloper of the former Coolidge School in 2021 to explore expanding affordable housing options in their redevelopment efforts. In 2020 the Trust approved a grant to the developer to assure affordability beyond that required by the inclusionary zoning bylaw.

As a response to the housing issues created by the COVID-19 pandemic, in 2020 the Trust initiate an Emergency Rental Assistance Program (ERAP) as a financial tool to assist low- and moderate-income households. The program was initiated in the latter part of 2020 and continued through June 2021. In total, 12 households were assisted and the program expenditure was \$48,000. Thank you to the town staff that assisted with this program, the Regional Housing Service Organization that administered the program, and the many landlords who agreed to participate in the program as well.

Also, the Trust reviewed, negotiated, and approved a Local Initiatives Program (LIP) application for Local Action Units (LAU) for a 4-bedroom affordable for-sale home at 150 Parker St., as part of the Wisteria Lane development. This action assures the long-term affordability the home development under the terms of the local permitting negotiated with the town. This action adds to the affordable housing units to the state’s Subsidized Housing Inventory for Maynard.

The Trust meets as needed and all are welcome to attend. We encourage those with specific ideas for possible affordable housing projects to contact the Trust at AHTChair@TownofMaynard.net.

Respectfully submitted,

Rick Lefferts
Chair

AMERICANS WITH DISABILITIES ACT (ADA) COMMISSION

Members

Elijah Tucker.....	Chair
Deputy Chief Chris Troiano.....	Vice Chair
Denise Shea.....	Secretary
Brian Berghaus.....	Treasurer

The ADA commission was set up in 2018 to help the town with policies to meet the ADA and to forward recommendations to the town on how to improve any issues in accessibility. The Commission includes 5 members, 1 town representative, and 4 members that have at least a relation to someone with a disability, we currently have an opening for a member from the community. Due to Covid-19, we have had met monthly on Zoom with the exception of May and December. This past year we received Disability Non-Discrimination Training offered through the state of Massachusetts Office on Disability in February, to learn more about our influence and how to be as productive as possible. We received and tried to address the concerns of a few members of the community. We rewrote our mission statement. We also created official operational by-laws. We worked with the town to set up a warrant for the town to adopt MGL Chapter 40 Section 8J, which sets up the ADA Commission to be recognized by the state. We worked with the selectboard to get Marynard to adopt MGL chapter 40 Section 22G, which allows ADA related parking violations to get funneled in order to address accessibility needs. The Commission worked with Disability Access Consultants to get a state grant to make a comprehensive transition plan. The proceeding grant application was denied.

Respectfully submitted,

Elijah Tucker
Chair

SESQUICENTENNIAL STEERING COMMITTEE

Members

Molly Bergin.....	Chair
Lindsay McConchie.....	Vice Chair
Charles Caragianes.....	Member
Paula Copley.....	Member
Lisa Dahill.....	Member
Ellen Duggan.....	Member
Elizabeth McConchie.....	Member
David Griffin.....	Member
Donald James.....	Member
David Mark.....	Member
Jennifer Picorelli.....	Member

The Sesquicentennial Steering Committee produced the below events in 2021:

- February 25: Library Lecture: Rise and Fall of Slavery
- March 25: Library Lecture: Before the Europeans, and After
- April 19: Founder’s Day Event
- April 19: Library Lecture: How Maynard Became Maynard
- June 5: Duck Race: June 5 (rescheduled)
- June 14: Library Lecture: Digital Equipment Corporation
- July 22 : Library Lecture: And the Bands Played On
- August 25: Duck Race
- August 26: Library Lecture: Thoreau Walked Through
- September 19: Sesquicentennial Parade
- October 2: Fireworks
- September 30: Library Lecture: History of Maynard Schools
- October 19: Library Lecture: The Maynard Family
- November 24: Library Lecture: Trains, Trolleys, Buses, and Cars – Transportation in Maynard
- December 1: Maynard Crossing Bridge Dedication
- December 14: Library Lecture: Food Cooperatives
- On-Going: 150th branded items sales



The Sesquicentennial Steering Committee collaborated on the below events in 2021:

- January 1: Historic Fire Station whistle blowing
- April 10: History of Maynard Walking Tour with Ann Gibson
- May 16: History of Maynard Walking Tour with Ann Gibson
- June 5: Mill Marker Dedication
- June 13: History of Maynard Walking Tour with Ann Gibson
- July 10: History of Maynard Walking Tour with Ann Gibson
- July: Naylor Court Sesquicentennial Mural
- September 11: History of Maynard Walking Tour with Ann Gibson
- October 3: Maynardfest Participation
- October 16: History of Maynard Walking Tour with Ann Gibson
- November: Maynard Public School students completing cards for Time Capsule



The Sesquicentennial Steering Committee partnered with the following businesses and organizations:

- Capital Group Properties
- Maynard Historical Commission
- Erikson’s Ice Cream
- Amory’s Tomb
- Beijing Royal School
- Maynard Public Library
- Maynard Tree Corps
- Lincoln Properties
- Ann Gibson Maynard Public Schools
- Maynard Cultural Council
- Maynard Business Alliance
- Maynard Police and Fire Departments
- Maynard Nutrition
- Assabet Valley Regional Technical High School
- Hometown Heroes
- Fine Arts
- Sanctuary



ARTSPACE



Board of Directors:

Gail Erwin.....	President
Timothy Hess.....	Member
Gwen Murphy.....	Member
Zannah Noe.....	Member
Raquel Bauman.....	Member
Pamela Goncalves.....	Member
John Houchin.....	Member

ArtSpace Maynard is a non-profit arts and cultural center located at 63 Summer Street, in the former Fowler School (built 1916), a 55,000 square-foot, town-owned building. ArtSpace provides affordable studio spaces to approximately 80 regional artists; exhibits contemporary art from New England artists; hosts classes for all ages; engages with the public through community events such as Open Studios, Maynard Fest, and the Holiday Sip & Stroll; provides free gallery talks to the public; and collaborates with other Maynard organizations on public art projects, festivals, and special events. ArtSpace is proud to be home to The Pollinator Meadow and Acme Theater Productions.

In addition to the town building, ArtSpace also leases property at 63 Nason Street, on the corner of Summer & Nason Streets, where it was able to provide a temporary retail space for 6 Bridges

Gallery, when 6 Bridges was displaced from its Main Street location due to smoke damage caused by a fire in a neighboring business.

ArtSpace’s vision strives to support the Town of Maynard and its citizens by generating a renaissance of civic pride, community participation, urban revitalization, and economic development.

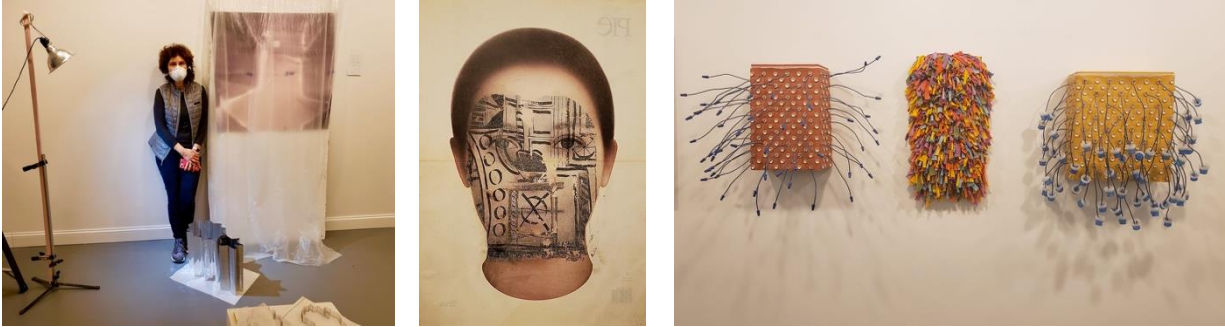


Though 2021 saw the pandemic continue, the ArtSpace artist community tried to keep spirits afloat with various activities and exhibitions. It brightened up Maynard’s landscape with its ongoing *METAL-ITY* exhibition, which was enjoyed by young and old alike, as community members and visitors from the region came to explore the various sculptures adorning ArtSpace’s lawn and building.

2021 also saw the launch of UFO ArtSpace at the 63 Nason Street site, with exhibits including *APO: Authorized Personnel Only*, which highlighted work by ArtSpace board members, staff, collaborators, and local youth. This exhibit was followed by *Take Me to Your Leader!*, which had a Grand Opening event with mysterious visitors from outer space and a variety of young guests attending the opening in costume. Between these exhibits, ArtSpace was proud to use the storefront windows to display large prints of photographs from the *Maynard Amateur Photography Competition*, highlighting work by talented Maynard High School students.



ArtSpace also made good use of its West Gallery in 2021, creating opportunities for its artist tenants to display their work via a *Winter Series*, which consisted of small, two-week group shows, exhibiting a total of 15 artists’ work from January through March. The series culminated in the second iteration of an ArtSpace community event, *Out of the Box*, which consists of tenants swapping “mystery box” items and using creative interpretation of these hodgepodge materials to fabricate unique works. The West Gallery also hosted two solo exhibits, showcasing the works of Catherine Evans and Lola Chaisson.



Finally, ArtSpace also engaged in virtual events open to its community and the public at large. When Lola Chaisson’s exhibition was cut short, she sprang into action and quickly created a virtual tour which was made available via YouTube. DCU’s Kelly Johnson presented to ArtSpace’s youth program members and the ArtSpace community to explore the topic, “Leaders Who Are the Listeners,” and ArtSpace Artists Trina Baker & Donna Dodson presented an Artist Talk via Zoom, “Women Warriors & Artistic Collaboration.”



ArtSpace has grand ambitions but work which commenced in 2020 with the goal to create more gallery space came to a halt in August 2021, when it became apparent that there were some significant safety issues that needed to be addressed. Roughly two thirds of ArtSpace’s artists had to temporarily relocate until this work was completed, and the Board retained an architect who worked with the Town on identifying required repairs. By year’s end, a plan was in place to make the necessary improvements, with the goal of having all the artists back in their studios by summer 2022. Construction is expected to begin in March 2022.

A fundraising plan was launched, and began with a jazz concert in December, held at Maynard High. Fundraising efforts continue through various initiatives, and ArtSpace is extremely grateful to Senator Jamie Eldridge who retained an earmark from the federal ARPA funds of \$50,000 to be applied to the restoration work. Because the Town’s Cultural District, the Economic Development Committee goals, and its Master Plan have identified ArtSpace as critical to Maynard’s economic health,

ArtSpace is confident it will be successful in its application for a \$150,000 Cultural Facilities grant from the Massachusetts Cultural Council. ArtSpace is very grateful to the Select Board, Planning Department, School Department and over 90 individuals for writing letters of support.

Despite its temporary reduction in occupancy, ArtSpace and its members continue to participate in the region’s cultural activity and look forward to exciting events ahead. At the time of this writing, ArtSpace artists had designed and installed an intriguing window display at the 63 Nason Street location and unveiled an exhibition of ArtSpace artists’ work at The Umbrella Arts Center in neighboring Concord, MA, titled “ArtSpace Maynard @ The Umbrella.”

ArtSpace is grateful for its continued partnership and support from Town Administrator Greg Johnson, Fire Chief Anthony Stowers & Acting Chief Angela Lawless, Building Commissioner Rick

Asmann, and the Maynard Select Board as we work together to ensure ArtSpace's continued success as part of the Town's Cultural District.

ArtSpace continues to plan activities for 2022 and looks forward to when its facility will be fully restored, and art can again become its primary focus.

Respectfully submitted,

***Anda Veverbrants,
Administrative Director, and the
ArtSpace Board of Directors of 2022***

