

2019 Annual Town Report

Maynard, Massachusetts



Photo courtesy Michelle Wasiluk

January 1 through December 31, 2019

Credits and Acknowledgements

“Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.”

-Margaret Mead

This 2019 Annual Town Report is dedicated to the many volunteers who spend countless hours in service to our town. We are able to accomplish so much as a community because of your selfless efforts. The town appreciates all that you do every day, in so many ways, to enrich our community. Our sincerest thanks to all who work as volunteers on town and school boards and in our library.

Photography Contest Credits

***Front Cover Artwork courtesy of Michelle Wasiuk,
Winner of the Town of Maynard Annual Report Cover Art Contest***

Page:

9 Armand Diarbekirian

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13 Brent Mathison

59 JC Dwyer

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70 Russell Nichols

74 Rob Slettery

79 James Ferguson

127 Keith Johnson

137 Kazuo Yoshizaki

144 Mark Grundstrom

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 Stephanie Duggan, Joanna Bilotta-Simeone and Becky Mosca – 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
Five-member Board of Selectmen with Town Administrator

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 2019 Tax Rate:.....Residential: \$21.04
Commercial: \$28.86

Tax Levy:.....\$31,663,840

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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Board of Selectmen

	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
--	--------------

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

Apts - Police Dept.	978-897-1011
---------------------	--------------

Highway Department

DPW	978-897-1317
-----	--------------

Historical Commission

histcom@townofmaynard.net	
--	--

Housing Authority

(Powdermill Circle & Concord Street Circle)	
13 Powdermill Circle	978-897-8738

Human Resources

Office	978-897-1355
--------	--------------

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
Selectmen'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
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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

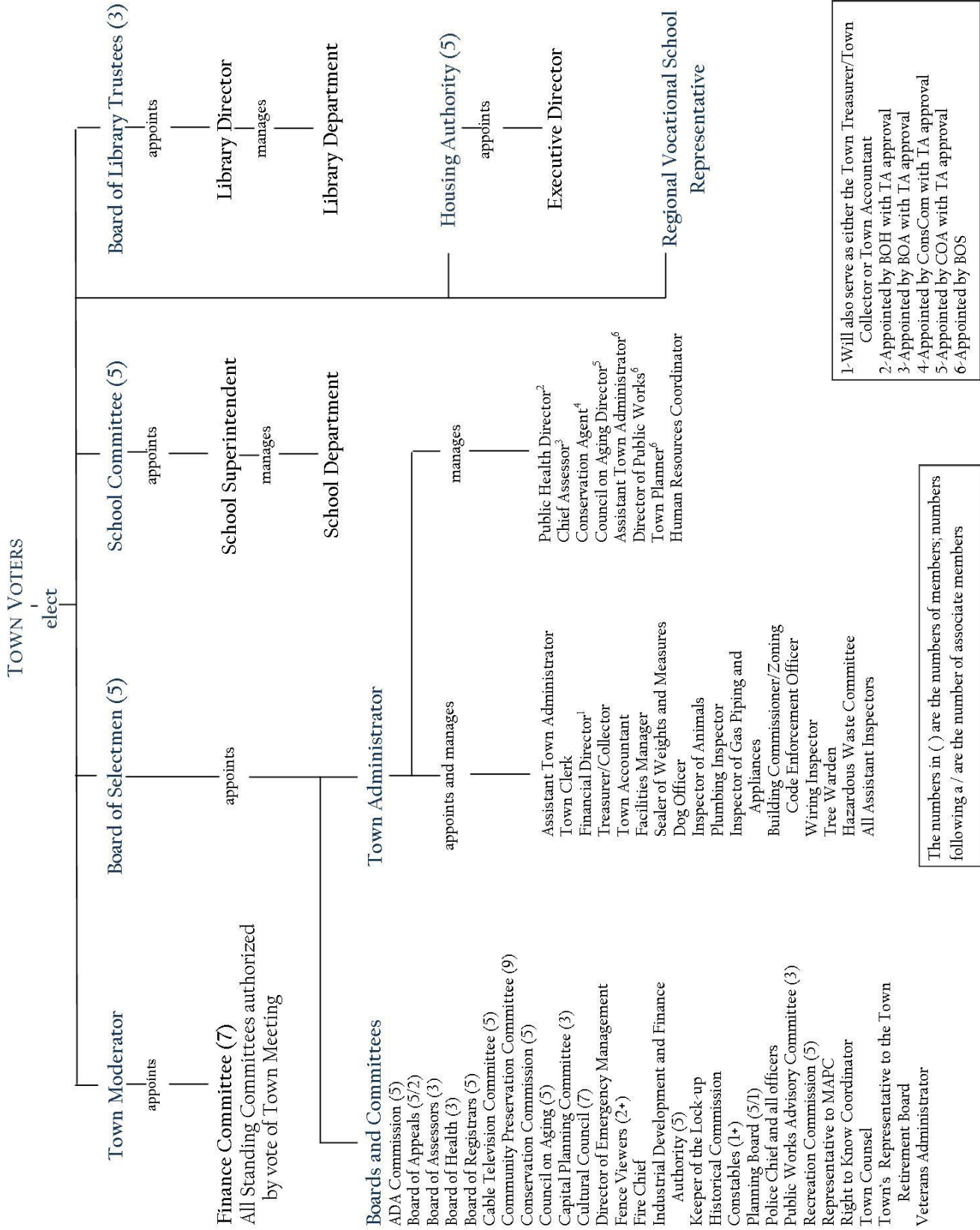
Website

www.townofmaynard-ma.gov

Zip Code.....01754

Zoning Board of Appeals

Office.....978-897-1301



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

BOARD OF SELECTMEN



Board Members

Chris DiSilva.....	Chair
Armand Diarbekirian.....	Member
David Gavin.....	Member
Melissa Levine-Piro.....	Clerk
Justine St. John.....	Member

This annual report for the year 2019 is respectfully submitted on behalf of the Maynard Board of Selectmen. In this calendar year the town of Maynard welcomed several new faces to Town Hall and saw several highly valued employees move on to new challenges in their own lives. We welcomed Megan Zammuto as our new Assistant Town Administrator. Megan is a Maynard resident, and brings a wealth of varied experience to Town Hall from her previous time working in the town of Lexington.

Justin DeMarco replaced Aaron Miklosko as Director of the DPW in late summer. Justin brings over 20 years of valuable experience to Maynard from his previous position with the City of Marlborough. Justin’s experience and knowledge in a wide variety of public works areas began paying dividends immediately, and we look forward to a long and successful tenure for Justin here in Maynard.

After six very successful years as Maynard’s Police Chief, Mark Dubois accepted the same position in Braintree, MA. In December the board elevated Lieutenant Michael Noble to Chief of Police. Chief Noble has over 25 years’ experience on the Maynard Police department, and like the previous chief possesses a jurist doctorate. Maynard’s Police department and citizens will all benefit greatly with Chief Noble as its leader.

The day to day operation of the town continued to provide many financial challenges in 2019. Among the most expensive and ongoing concerns were the repairs that were and will continue to be necessary to repair the roof and other areas of the Green Meadow Elementary School. As of this writing the School Committee and Board are working together with the town’s Finance Committee to provide a reasonable plan for Green Meadow and the costs associated with the multitude of needed repairs, up to and possibly including replacement of the school entirely.

Our water and sewer enterprise funds continue to run on a very tight budget. While we are continually seeking out ways to lower costs in both water and sewer in hopes of lowering the cost to consumers, we must also provide enough money to support both day to day operations and the need to continually upgrade and repair our aging infrastructure. We are also very close to the point of not having adequate water supplies to meet the town’s demands in the near future. To maintain adequate water supplies, we are continuously exploring new well options and revisiting the White’s Pond solution.

The 129 Parker St. (Maynard Crossing) project continues to move forward at a rapid pace, with both residential segments of the project either at or near completion. Quite a few restaurant and retail businesses have committed to the project, and those names are available on the Maynard Crossing website. The most anticipated piece of the project, the Market Basket Supermarket, is ahead of schedule

for now due to the mild winter and is expected to open in the fall of 2020. The job opportunities, and various tax and permitting fees from this project will be welcome additions to the Maynard community. As it was supported at town meeting, the town has been moving forward with the creation of a number of Host Community Agreements for cannabis retail operations. A large thanks is due to our town counsel, and ATA Megan Zammuto, for providing the community with agreements that protect Maynard in all areas of concern as related to cannabis sales and operations. Once operating, these businesses will provide Maynard with a new source of income on an ongoing basis.

Fire Chief Stowers and Town Hall staff continue to inch us forward toward the building of a new Fire Station. This is a necessity, as every year our old station becomes more outdated and more inefficient than the year before. The old station also continues to struggle to meet accessibility and department of labor standards.

The Board continues to encourage and support business development in all areas of town, especially our downtown district. Through our Cultural Council, Small Business Alliance, and the Economic Development Committee, the town is continuing to find innovative and progressive ways to highlight our strengths to prospective investors and developers.

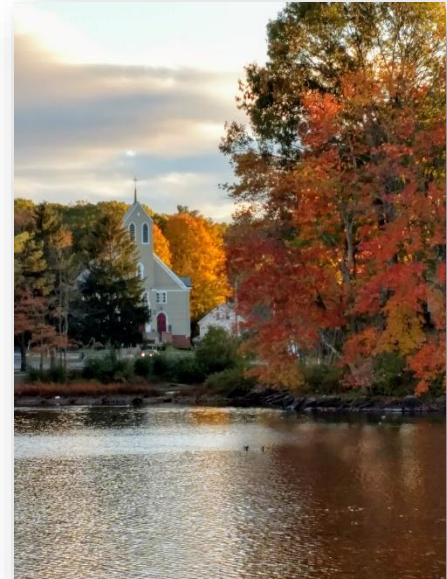
As a board and community, we have some tremendous challenges before us. With the unpredictability of state aid in all areas we find ourselves more and more on our own as we struggle to keep up with the rising costs of operating Maynard in the manner our residents have come to expect and deserve. A potential new school, a new fire house, or a move to White's Pond as a water source are three big ticket items many of us are aware of; they are not, however, the only potential expenses on our horizon. Our Capital Planning Committee, Finn Comm, and budget sub-committee all continue to work to balance our current budgets while also keeping an eye on future town needs. Water / Sewer, contractual increases (Payroll, Insurance, Employee Benefits) and occasional unexpected expenses such as last year's Green Meadow Roof repairs all continue to provide annual challenges.

Finally, the year 2020 represents Maynard's Sesquicentennial celebration (150 years), which will begin in early spring and run through the remainder of the year. With the support and understanding of the community we can and will overcome any challenges or obstacles put before us and see Maynard flourish and prosper long into the future.

The Select Board thanks you for your continued support, and we vow to continue to do all that we can do to benefit every group, family, and individual that call Maynard home.

Respectfully submitted,

Christopher DiSilva
Chair, Board of Selectmen



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 Board of Selectmen. 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 for the Board of Selectmen, 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 2019 calendar year that the Town Administrator’s Office supported include:

- Serving as the lead negotiator for employee collective bargaining agreements. In 2019, contracts were negotiated with the LIUNA Professional Staff (Department Heads) and Department of Public Works Laborers.
- Administered the town’s insurance programs. Our insurance partner, the Massachusetts Inter-local Insurance Association (MIIA), 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.
- Re-established a Capital Planning Committee to review and evaluate needs, planning budget recommendations, and implementing funded capital projects.
- Supported the establishment of a Human Relations Committee to strengthen the inter-personal bonds amongst the community in partnership with town officials.
- Recruited and hired an Assistant Town Administrator, Director of Public Works and Town Clerk.
- Partnered with the Maynard Public School District Superintendent’s Office to supervise the renovations to the Green Meadow Elementary School.
- Supported the Coolidge School Re-Use Committee to develop a Request For Proposals for the disposition of the property.
- Oversaw town employee training periods.

- Supported the partnership with the Fazheng Group’s international school in development at 111 Powder Mill Road.
- Executed a Request for Qualifications (RFQ) procedure to perform an envelope study on the Green Meadow Elementary School.

In an effort to continuously improve communication and transparency, I would like to remind everyone to visit the town’s website: <https://www.townofmaynard-ma.gov>.

A final thank you to the residents of Maynard for the opportunity to serve as your Town Administrator – I look forward to another productive year serving the community.

Respectfully submitted,

Gregory W. Johnson
Town Administrator

Assistant Town Administrator

I was thrilled to begin working as the Assistant Town Administrator in April 2019. I feel incredibly grateful to contribute to this vibrant community where I live and work.



In my role as Assistant Town Administrator, I serve on the Economic Development Committee, which meets twice a month to develop plans and advise the the community on policies and initiatives to foster economic development. I also chair the newly established Parking Authority which meets twice a month 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.

Public outreach and communication is a major priority for town staff, and an area where we hope to continue to improve. 2019 saw a 16% increase in followers on the Town of Maynard Facebook page, and an average of 1.8 posts a week on our Town website, Town Administrator’s blog and Facebook. We hope to increase outreach and continue to improve communication in 2020.

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

Thank you to all who welcomed me this year, and I look forward to 2020.

Respectfully submitted,

Megan J. Zammuto
Assistant Town Administrator / Executive Director of Municipal Services

HUMAN RESOURCES

“Employees who believe that management is concerned about them as a whole person – not just an employee – are more productive, more satisfied, more fulfilled. Satisfied employees mean satisfied customers...” - Anne Mulcahy

Staff:

Stephanie Duggan Human Resources Coordinator

2019 was a busy year of 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.**

The Human Resources Office in Maynard plays an important role for 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 coordinator 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 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 – Back in June of 2017, the Human Resources Office published an extensively revised personnel policy manual. It is distributed and made available to every employee and provides comprehensive employment information. The document is kept up to date with local, state, and federal regulations and will be revised and distributed to all active employees annually. 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 online 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 2019, contract negotiations were ongoing



with the LIUNA Laborers and LIUNA Professionals unions. We will coordinate AFSCME Clerical and NEPBA Police union negotiations in 2020. Pursuant the 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 2019, the Coordinator was involved in the hiring of several town employees. In addition to assisting with firefighter oral board panels, the following searches were undertaken:

- *Assistant Town Administrator* – Megan Zammuto hired April 8, 2019
- *Director of Public Works* – Justin DeMarco hired September 30, 2019
- *Town Clerk* – Michelle Jenkins hired November 6, 2019
- *Police Chief* – Michael Noble promoted November 19, 2019
- *Assistant Town Clerk* – ongoing as of December 31, 2019
- *Municipal Services Department Assistant* – ongoing as of December 31, 2019

In an effort to increase our advertising effectiveness, we have begun gathering data from applicants as to how they become aware of our vacancies. MassHire is a free state system for recruiting that we also intend to utilize in 2020. MassHire connects jobseekers across the Commonwealth to quality education, skills training, and employment opportunities.

Student Mentoring/Shadowing – This past year, the Human Resources Office had the privilege of hosting four students as part of the Maynard High School Senior Project Mentoring Program – Vincent Chen (Finance/Retirement) Ben Denaro (Engineering & Alternative Energy) Nina Insixiengmay (Environmental Protection) and Ryan Monahan (Marketing & Business) – and we are looking forward to hosting again in 2020. 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 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's Town Hall office hours are Tuesdays from 12:00pm – 6:00pm. She can also be reached at 978-897-1307 or gcongram@townofmaynard.net.



Training/Development – The Human Resources Office has been tasked with efforts to support professional development of our employees. During 2019, we brought in expert trainers to offer sessions on Understanding Town Retirement and Benefits, Cyber Security, the Employee Assistance Program (EAP) and Riding the Waves of Workplace Uncertainty and Change. These trainings were made available to all employees. Additionally, through partnered training programs with the Massachusetts Interlocal Insurance Association (MIIA) and the cooperation of all town departments, we were able to increase our liability insurance credits by 70% in 2019, representing an overall savings in premiums of \$18,478, compared to \$10,876 in 2018.

The Human Resources Department is also focused on offering wellness initiatives for all Town and Schools employees. Some of the highlights during 2019 include:

- *Total Body Fitness (8-week onsite program)*
- *Go Outside! (self-directed challenge)*
- *Yoga and Meditation (6-week onsite program)*
- *Staying Brain Savvy (self-directed, 6-part webinar program)*
- *A Mindful Life (7-week onsite program)*
- *Stress Reduction (self-directed challenge)*
- *Fall Flu Clinics (onsite at Town Hall and Fowler School)*
- *Mindful Eating & Relaxation for the Holidays (onsite seminar)*



Through training feedback and opinion surveys, the coordinator 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.

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. Congratulations, thank you, and best wishes go out to Police Officer Greg Balzotti, Water/Sewer Operator Charlie Dismuke, Town Clerk Michelle Sokolowski, and Karen Weir, Library Circulation Department, for their many years of dedicated service to the residents of Maynard.

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 Coordinator

TOWN CLERK

Staff:

Michelle Sokolowski.....	Town Clerk, Retired in 2019
Michelle Jenkins.....	Town Clerk
Diane Donovan.....	Assistant Town Clerk, Resigned in 2019
Karen Fay.....	Assistant Town Clerk

Although I was not hired until 2020, it has been a very busy first few months in the Town Clerk’s office. Starting a new job is never easy, but with very limited time for training, there were many challenges. However, as we say in the “Clerk’s World,” “We are clerks and we can handle ANYTHING.” After a quick tour of equipment and vault records storage, I was able to effectively assist residents at the counter. My sincerest appreciation goes out to Acting Town Clerk Jim Mullen for assisting me throughout my transition, as well as offering his expertise in the hiring process for our new Assistant Town Clerk Karen Fay.

I want to thank all the department heads and staff for stopping by to say hello and welcoming me to Maynard and the Town Hall - everyone has been extremely welcoming! I want to thank everyone for their patience and assisting me with how things operate here in Maynard.

I would also like to thank the many election workers who helped the Town Clerk’s office run efficient elections and Town Meeting. Finally, I would be remiss if I did not give a huge shout out to Anita Dolan and Joanne Sheehan - without their assistance and guidance these processes would have suffered.

It is not easy to take over a Town Clerk’s office, after all, it’s known by many to be “the core of Town Hall.” I will not only respect and honor the position, but I will uphold my neutral duties as Maynard’s official Town Clerk.

Respectively submitted,

Michelle A. Jenkins, CMC
Town Clerk

Vital Statistics

Year	Births	Deaths	Marriages
2014	111	56	48
2015	116	69	45
2016	112	76	53
2017	105	65	40
2018	123	58	44
2019	110	70	36

Licenses & Fees

Business Certificates	\$2,280.00
Certified Copies	7,420.00
Marriage Intentions	1,520.00
Oil Permits	460.00
Raffle Permits	200.00
Street Listings	84.00
Dog Licenses	15,260.00
Miscellaneous	2,197.00
Total:	\$29,421.00

MUNICIPAL OFFICIALS

Elected Town Officials:

(*Resigned **Deceased)

<u>Maynard Housing Authority</u>	<u>Term</u>
C. David Hull (appointed)	
George F. Hardy	2019
William N. Cranshaw	2020
Judith C. Peterson	2021
Robert Subick	2022

<u>School Committee</u>	
Bethlynn Vergo Houlihan	2021
Maro Hogan (appt. to fill a vacancy)	2020
Mary S. Brannelly	2020
Lydia B. Clancy	2022
Natasha Rivera	2020

<u>Selectmen</u>	
Christopher J. DiSilva	2022
David D. Gavin	2020
Melissa Anne Levine-Piro	2020
Armand Diarbekirian	2021
Justine L. St. John	2021

<u>Regional Vocational School Committee</u>	
Pamela Reiniger (appt. to fill a vacancy)	2023

<u>Town Moderator</u>	
Richard Dick Downey	2021

<u>Trustees of the Public Library</u>	
Peter Reed	2019
Janice Rosenberg	2020
Sally Bubier	2021

Appointed Town Officials:

(*Resigned **Deceased)

<u>Affordable Housing Trust</u>	
William Cranshaw	2022
Donna Dodson	2022
David Gavin	2020
John Courville	2021
Rick Lefferts	2021

<u>Americans with Disabilities Act Commission</u>	
Brian Berghaus	2022
Elijah Tucker	2022
Suzie Coughlan	2020
Denise Shea	2020
*Tim Goulding	2020

<u>Animal Inspector</u>	
Jennifer A. Condon	2020
Michael Albanese	2020
Donna DeWallace	2020

Sara Macone 2020

<u>Appeals, Board of</u>	
Jamal DeVita (alternate)	2020
Jerry Culbert	2022
John Courville	2022
Paul Scheiner, Chair	2020
Marilyn Messenger	2021
Leslie Bryant	2021

<u>Assessor, Chief</u>	
Angela M. Marrama	----

<u>Assessors, Board of</u>	
Rosalind Greenstein	2021
Haig Thomas Babian	2022
Stephen Pomfret	2020

<u>Building Commissioner</u>	
Richard A. Asmann	----

<u>Bylaw Committee</u>	
William Kohlman	2022
William J. Cullen	2022
Peter Reed	2020
Eugene Redner	2021
James J. Early	2021

<u>Community Preservation Committee</u>	
Jon Lenicheck	2020
Jim Coleman	2020
M. John Dwyer	2021
William Cranshaw	2022
Ellen C. Duggan	2020
Linde Ghere	2022
Randolph James	2022
Stephen Jones	2020
Richard Lefferts	2022
Anna-Lisa McLaughlin	2020

<u>Conservation Agent</u>	
Kaitlin Young	----

<u>Conservation Commission</u>	
James Bullis	2021
Christopher Butler	2020
M. John Dwyer	2020
Laura Mattei	2022
John Milhaven	2021

<u>Constable</u>	
Mary McCue	2021
Joseph Topol	2021

Michael Albanese	2020
William E. Pickett, Jr.	2020
<u>Coolidge School Property Working Group</u>	
Victoria Brown	2020
Donna Dodson	2020
Sarah Donnelly	2020
Linde Ghere	2020
*Aaron Miklosko	2019
Adam Conn	2020
Lydia Clancy	2020
John Cramer	2020
Ken Neuhauser	2020
Everose Schluter	2020
<u>Council on Aging</u>	
Amy Loveless (Director)	Per Town Charter
Angelina Flannery	2022
Diane Wasiuk	2021
Anita Dolan	2022
C. David Hull	2022
Paula Copley	2021
<u>Cultural Council</u>	
John H. Houchin	2022
Jeffery Swanberg	2022
Brad Matthews	2022
Andy Moerlein	2020
Sara Lundberg	2020
Morgan Kropa	2022
Greg Bokis	2021
<u>Economic Development Committee</u>	
Sarah Cressy	2019
Kate Hogan	2019
Jack MacKeen	2019
Bill Nemser	2019
Ron Calabria	2019
Dave Krijger	2019
Lynda Thayer	2010
Dick Downey	2019
William Doyle	2019
Rosalind Greenstein	2019
Jami Eycleshymmer	2019
<u>Emergency Management Director</u>	
Anthony Stowers	-----
*Aaron Miklosko (deputy)	
<u>Facilities Manager</u>	
*Aaron Miklosko	Per Town Charter
Justin DeMarco	
<u>Assistant Facilities Manager</u>	
*Timothy Goulding	-----
<u>Finance Director</u>	
Michael Guzzo	-----

<u>Finance Committee</u>	
P.J. Gauthier	2022
Peter Campbell	2022
Jillian Prendergast	2020
Ken Estabrook	2020
Thomas Black	2021
Robert McCarthy	2021
<u>Fire Chief</u>	
Anthony Stowers	-----
<u>Gas Inspector</u>	
Adam Sahlberg	2019
Ethan Corey (Alternate)	2019
<u>Health Agent</u>	
Kelly Pawluczonek	
<u>Health, Board of</u>	
Ron Cassidy	2019
Lisa Thuot	2020
Kathy McMillan	2021
<u>Historical Commission</u>	
Jack MacKeen	2019
John Courville	2019
Paul Boothroyd	2020
Priscilla Sandberg	2020
John Brandon	2021
Lee Caras	2021
Ellen Duggan	2021
<u>Local Emergency Planning Committee</u>	
*Chief Mark Dubois	2018
Chief Anthony Stowers	2018
Lt. Michael Noble	2018
John Flood	2018
Robert Larkin	2018
Michelle Resendes	2018
Stephanie Duggan	2018
*Aaron Miklosko	2018
<u>Lowell Regional Transit Authority Board</u>	
Vacant	2019
<u>Magic Representative</u>	
Chris DiSilva	Per Contract
<u>Master Plan Steering Committee</u>	
Brendon Chetwynd	2019
Adam Conn	2019
Angelina Flannery	2019
Andrew Snyder	2019
Melissa Levine-Piro	2019
Armand Diarbekirian	2019
Bill Nemser	2019
Greg Tuzzolo	2019
Michael Uttley	2019

Tim Houlihan	2019	*Michelle L. Sokolowski	
Jason Kreil	2019	Michelle Jenkins	----
<u>Maynard Citizens Corps/Medical Reserve Corps</u>		Anita Dolan	2020
Janet Hales	2019	Charles T. Shea	2020
Mary Hilli	2019	C. David Hull	2019
Bernadine Perham	2019	<u>Retirement Board</u>	
Mary Ellen Quintal	2019	Christopher F. Connelly, Sr.	2022
<u>Maynard Green Communities Committee</u>		Clifford Wilson	2021
Richard Asmann	----	Patrick Hakey	2023
*Timothy Goulding	----	Kevin Petersen	Indef.
Max Lamson	----	<u>Sesquicentennial Planning Committee</u>	
*Aaron Miklosko	----	Lisa Dahill	2019
Marie Morando	----	Benjamin DeMott	2019
Bill Nemser	----	David Griffin	2019
Stephen Weiner	----	Molly Bergin	2019
<u>Metropolitan Area Planning Council</u>		Donald James	2019
Christopher DiSilva	2019	John Houchin	2019
<u>Parking Authority</u>		Charles Caragianes	2019
Megan Zammuto	----	Lisa Simm	2019
Justin DeMarco	----	David Mark	2019
Ben Hofmann	2021	<u>Superintendent of Schools</u>	
Nick Johnson	2020	*Robert Gerardi	----
Jack MacKeen	2022	Mary Jane Rickson (Interim)	
Dan Nash	2021	<u>Town Accountant/Finance Director</u>	
Michael Noble	----	Michael Guzzo	----
<u>Planning Board</u>		<u>Town Administrator</u>	
William Cranshaw	2021	Gregory W. Johnson	----
Gregory Tuzzolo	2019	<u>Assistant Town Administrator</u>	
Andrew D'Amour	2021	Megan J. Zammuto	----
Christopher Arsenault	2020	<u>Town Clerk</u>	
Jim Coleman	2020	*Michelle L. Sokolowski	
Michael Uttley (Alternate)	2020	Michelle Jenkins	----
<u>Plumbing Inspector</u>		<u>Town Planner</u>	
Adam Sahlberg	2019	Bill Nemser	----
Ethan Corey (Alternate)	2019	Kaitlin Young (Assistant)	
<u>Police Chief</u>		<u>Treasurer/Collector</u>	
Michael Noble	----	Cheryl Kane	----
<u>Public Works Director</u>		<u>Tree Warden</u>	
*Aaron Miklosko		*Aaron Miklosko	
Justin DeMarco	----	Justin DeMarco	----
<u>Recreation Commission</u>		<u>Veterans Agent</u>	
Barry Roche	2020	Wayne Stanley	----
Denise Walsh	2021	<u>Wiring Inspector</u>	
Stephen Jones	2019	Peter Morrison	2019
James Hines	2021	Jim Downing	2019
Timothy Lawton	2021		
<u>Registrars of Voters</u>			

MAYNARD TOWN ELECTION - 7 MAY 2019					
CANDIDATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
* Total Votes includes all votes cast for candidates for an office, including write-ins.					
* Total Ballots includes all ballots cast, including votes for candidates, write-ins, and blanks.					
SELECTMAN					
Christopher J. DiSILVA	282	180	250	184	896
Write-In	14	10	21	17	62
TOTAL VOTES	296	190	271	201	958
Number of Blank Votes	55	46	42	49	192
TOTAL BALLOTS	351	236	313	250	1150
SCHOOL COMMITTEE - 3 Year Term					
Lydia B. CLANCY	207	123	133	141	604
Leslie P. KNIGHT	143	107	178	106	534
Write-In	0	0	0	1	1
TOTAL VOTES	350	230	311	248	1139
Number of Blank Votes	1	6	2	2	11
TOTAL BALLOTS	351	236	313	250	1150
SCHOOL COMMITTEE - 1 Year Term					
Maro A. HOGAN	102	74	126	60	362
Natasha RIVERA	238	153	175	181	747
Write-In	0	1	2	0	3
TOTAL VOTES	340	228	303	241	1112
Number of Blank Votes	11	8	10	9	38
TOTAL BALLOTS	351	236	313	250	1150
REGIONAL VOCATIONAL SCHOOL COMMITTEE					
Pamela REINIGER	298	189	265	204	956
Write-In	1	0	1	3	5
TOTAL VOTES	299	189	266	207	961
Number of Blank Votes	52	47	47	43	189
TOTAL BALLOTS	351	236	313	250	1150
LIBRARY TRUSTEE					
Peter REED	308	196	270	210	984
Write-In	0	1	0	2	3
TOTAL VOTES	308	197	270	212	987
Number of Blank Votes	43	39	43	38	163
TOTAL BALLOTS	351	236	313	250	1150

Annual Town Meeting (May 20, 2019):



**COMMONWEALTH OF MASSACHUSETTS
MIDDLESEX, SS.
TOWN OF MAYNARD**
Report, Budget, Recommendations, and Official Warrant
ANNUAL TOWN MEETING
Monday, May 20, 2019 at 7:00 P.M.
FOWLER SCHOOL AUDITORIUM
Three Tiger Drive

**COMMONWEALTH OF MASSACHUSETTS
MIDDLESEX, SS.
TOWN OF MAYNARD**
ANNUAL TOWN MEETING
Monday, May 20, 2019 at 7:00 P.M.
FOWLER SCHOOL AUDITORIUM
Three Tiger Drive

The following action was taken:

At 7:00 p.m. on May 20, 2019, the Moderator, Dick Downey called the Annual Town Meeting to order.

A 343 voters were in attendance.

Guests were acknowledged and admitted.

The Pledge of Allegiance was led by the Moderator.

Voted: To appoint Jim Coleman as Deputy Moderator.

Voted: To Waive the reading of the warrant in its entirety.

Motion made and seconded to allow the Moderator to group articles together into Consent Calendar voted using a single hand or ballot vote.

Motion carried.

ARTICLE: 1 TOWN GENERAL FUND BUDGET FISCAL YEAR 2020

SECRET MAJORITY

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 operation of the Town for Fiscal Year 2020 (July 1, 2019 – June 30, 2020) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$ 3,302,443.00
Public Safety	\$ 5,047,543.00

Education – Maynard	\$ 19,576,953.00
Education – Assabet	\$ 1,122,297.00
Public Works	\$ 2,095,646.00
Culture and Recreation	\$ 577,274.00
Debt Service	\$ 3,467,245.00
Reserve Fund	\$ 250,000.00
Employee Benefits	\$ 8,316,255.00

Total General Fund Expenses \$43,755,656.00

To do or act thereon.

SPONSORED BY: Board of Selectmen
 APPROPRIATION: \$43,755,656.00
 FINCOM RECOMMENDATION: At Town Meeting

The following action was taken:

Voted: Yes 286, No 11 to approve Article 1 as printed in the warrant, except the words “to do or act thereon”.

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 2 TOWN REPORT ACCEPTANCES

OPEN MAJORITY

To hear and act upon the reports of Town Officers and Committees.

To do or act thereon.

SPONSORED BY: Board of Selectmen
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 2 as printed in the warrant, except the words “to do or act thereon”.

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 3 CERTIFIED FREE CASH APPROPRIATION

SECRET MAJORITY

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

Snow & Ice Deficit	\$ 310,000.00
Capital Stabilization	\$ 263,000.00
General Stabilization	\$ 150,000.00
Other Post-Employment Benefits (OPEB)	\$ 50,000.00
Reserve Fund	\$ 610,000.00
School & Municipal Building Roof	\$ 100,000.00
Repair/Maintenance	
Public Safety Radio Communications	\$ 200,000.00
Upgrade	

Roadway & Sidewalk Construction \$ 400,000.00
Total Requested Appropriation \$2,083,000.00

SPONSORED BY: Board of Selectmen
APPROPRIATION: \$2,083,000.00
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: Yes 287, No 15 to approve Article 3 as printed in the warrant, except the words “to do or act thereon”.

The Finance Committee recommended.

This article was voted by a secret ballot as per Town bylaw.

ARTICLE: 4 OBSOLETE EQUIPMENT, MATERIAL

OPEN MAJORITY

To see if the town will vote to authorize the Board of Selectmen to dispose of surplus and or obsolete equipment or materials, as authorized by M.G.L. c. 30B.

To do or act thereon.

SPONSORED BY: Board of Selectmen
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 4 as printed in the warrant, except the words “to do or act thereon”.

The Finance Committee recommended.

ARTICLE: 5 AUTHORIZE REVOLVING FUNDS CHAPTER 44,

SECTION 53E ½

SECRET MAJORITY

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to M.G.L. c. 44 Section 53E ½ for the fiscal year beginning July 1, 2019 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	\$50,000.00
Municipal Permitting	\$20,000.00
Recreation	\$20,000.00
TOTAL OF ALL REVOLVING FUNDS	\$320,000.00

To do or act thereon.

SPONSORED BY: Board of Selectmen
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

*The following action was taken:
 Voted Yes 288, No 7 approve Article 5 as printed in the warrant, except the words “to do or act thereon”.*

*The Finance Committee recommended.
 This article was voted by a secret ballot as required per Town bylaw.*

ARTICLE 6 ACCEPTANCE OF MASSACHUSETTS GENERAL LAW, CHAPTER 64G, SECTION 3A

OPEN MAJORITY

To see if the Town will vote to accept M.G. L. c. 64G, § 3A, authorizing the imposition of a local excise upon the transfer of occupancy of a room in a bed and breakfast establishment, hotel, lodging house, short-term rental, or motel located within the Town of Maynard at a rate of 6% of the total amount of rent for each such occupancy, or pass any vote or take any action relative thereto.

SPONSORED BY: Board of Selectmen
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 6 as printed in the warrant, except the words “or pass any vote or take any action thereon.”

The Finance Committee recommended.

**ARTICLE: 7 ACCEPTANCE OF MASSACHUSETTS GENERAL LAW
CHAPTER 64G, SECTION 3D (a)**

OPEN MAJORITY

To see if the Town will vote to accept M. G. L. c. 64G, § 3D (a), authorizing the imposition of a community impact fee upon the transfer of occupancy of professionally managed short-term rental units located within the Town of Maynard at a rate of 3% of the total amount of rent for each such occupancy, or pass any vote or take any action relative thereto.

SPONSORED BY: Board of Selectmen
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 7 as printed in the warrant, except the words “or pass any vote or take any action thereon.”

The Finance Committee recommended.

**ARTICLE: 8 ACCEPTANCE OF MASSACHUSETTS GENERAL LAW,
CHAPTER 64G, SECTION 3D (b)**

OPEN MAJORITY

To see if the Town will vote to accept M.G. L. c. 64G, § 3D (b), authorizing the imposition of a community impact fee upon the transfer of occupancy of short-term rental units in two-family or three-family dwellings that includes the short-term rental operator’s primary residence within the Town of Maynard at a rate of 3% of the total amount of rent for each such occupancy, or pass any vote or take any action relative thereto.

SPONSORED BY: Board of Selectmen
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 8 as printed in the warrant, except the words “or pass any vote or take any action thereon.”

The Finance Committee recommended.

**ARTICLE: 9 COMMUNITY PRESERVATION RESERVE FUND
APPROPRIATION FISCAL YEAR 2019**

SECRET MAJORITY

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 M. G. L. Chapter 44B.

Appropriations:

From the Community Housing Reserve Fund the amount of **\$29,000**, and from the Budgeted Reserve Fund the amount of **\$21,000**, for the Maynard Affordable Housing Trust Fund.

From the Historic Preservation Reserve Fund: The amount of **\$10,000** for the Restoration of Historic Grave Stones, with unexpended funds as of June 30, 2021 being returned to their funding source.

From the Open Space Reserve Fund: The amount of **\$20,000** for the Conservation Fund.

From the Open Space Reserve Fund: The amount of **\$7,094** for the Ice House Landing Improvements, with unexpended funds as of June 30, 2021 being returned to their funding source.

From the Budgeted Reserve Fund: The amount of **\$50,000** for the Fowler Field Irrigation Project, with unexpended funds as of June 30, 2021 being returned to their funding source.

From Budgeted Reserve Fund: The amount of **\$10,000** for the Replacement of Alumni Field Bleachers, with unexpended funds as of June 30, 2021 being returned to their funding source.

To do or act thereon.

SPONSORED BY: Community Preservation Committee
APPROPRIATION: \$147,094
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: Yes 273, No 17 to approve Article 9 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 10 COMMUNITY PRESERVATION FUND BUDGET FISCAL YEAR 2020

SECRET MAJORITY

To see if the Town will vote to appropriate or reserve from FY2020 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	\$100,000.00
Long Term Debt. Interest	\$24,500.00

Reserves:

Historic Preservation Reserve	\$30,000.00
Open Space Reserve	\$30,000.00
Community Housing Reserve	\$30,000.00
Budgeted Reserve	\$75,500.00

TOTAL FY2020 BUDGET **\$300,000.00**

To do or act thereon.

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

The following action was taken:

Voted: Yes 268, No 17 to approve Article 10 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 11 AMEND BY-LAW CHAPTER 39, SECTION 1, MARIJUANA

SECRET MAJORITY LICENSE LIMIT

To see if the Town will vote to amend the Town of Maynard General By-laws, Chapter 39, Marijuana License, by adding the following new section, and renumbering each subsequent sections accordingly, or take any action thereto:

Section 1. The number of Marijuana Retail Licenses issued in the Town of Maynard shall be limited to the greater of: two (2) or twenty (20%) percent of licenses issued in the Town of Maynard for retail sale of alcoholic beverages not to be drunk on the premises where sold, which shall be calculated by rounding up to the next whole number.

To do or act thereon.

SPONSORED BY: Board of Selectmen
APPROPRIATION: None
FINCOM RECOMMENDATION: Does not recommend

The following action was taken:

*Voted: Yes 108, No 163. Article 11 was **defeated**.*

*The Finance Committee **did not** recommend.*

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 12 CITIZENS' PETITION ROCKLAND AVENUE

SECRET 2/3

To see if the town will vote to accept Rockland Avenue and begin the process that allows the following road to be recognized by the Town of Maynard as an accepted road.

To do or act thereon.

SPONSORED BY: CITIZEN PETITION
APPROPRIATION: UNKNOWN
FINCOM RECOMMENDATION: At Town Meeting

The following action was taken:

Voted: Yes 247, No 11 (172 needed for a 2/3 vote) to accept Rockland Avenue as a public way and any appurtenant easements thereto, as laid out by the Board of Selectmen, as shown on a plan entitled “Plan of Land in Maynard, Massachusetts” prepared by Acton Survey and Engineering and dated August 10, 1999 a copy of which is on file on the office of the Town Clerk;

And further that the Town vote to authorize the Board of Selectmen to acquire by gift, purchase, take by eminent domain or otherwise, easements in any land necessary for laying out and acceptance of said ways, and any appurtenant drainage, utility or other easements related to said ways, and/or to accept grants thereof; and, further, to authorize the Board of Selectmen and other applicable Town of Maynard boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article;

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 13 AMEND BY-LAW, CHAPTER 41, CREATING MINIMUM PROPERTY STANDARDS BY-LAW

To see if the town will vote to amend the Town By-Laws by creating a new By-law, Chapter 41 Minimum Property Standards of Commercial/Industrial Properties as follows:

**BY-LAW
CHAPTER 41
MINIMUM PROPERTY STANDARDS OF
COMMERCIAL/INDUSTRIAL PROPERTIES**

Section 1. Purpose and Scope.

A. Purpose. The purpose of this By-law is to promote the health, safety, and welfare of residents, businesses and stakeholders within the Town of Maynard. By protecting the Town against substandard, dangerous or unsanitary conditions, including, but not limited to unlawful entry, vandalism, rodent infestation, fire hazard etc., Maynard can preserve property values, maintain neighborhood integrity, and safeguard its economic vitality.

The By-law will:

1. Enable the Town to proactively ensure property compliance with the By-laws by establishing standards of minimum maintenance for the exterior of commercial and industrial buildings and structures.
2. Ensure Maynard's business districts remain in a condition that:
 - a. Protects existing businesses from negative effects of under-maintained property.
 - b. Encourages private investment.
 - c. Contributes to an atmosphere of commercial viability.

B. Scope. This By-law shall apply to all commercial, industrial and multi-family (four (4) units and above) structures within the Town of Maynard, except where such buildings and structures are otherwise specifically regulated by other applicable Town regulations. Condominium ownership shall not exclude a multi-family property from this By-law. A multi-family development with multiple structures need not be attached to be subject to this By-law.

Section 2. Definitions.

As used in this article, the following terms shall have the meanings indicated:

A. Building - A structure enclosed within exterior walls, built, erected and framed of a combination of materials, whether portable or fixed, having a roof, to form a

structure for the shelter of persons, animals or property.

B. Building Commissioner - The Building Commissioner of the Town of Maynard and any designee.

C. Enforcement Agent - The Building Commissioner, the Board of Health Agent, the Fire Chief, the Police Chief and/or their designated agents. In instances involving jurisdiction of more than one (1) Enforcement Agent, the Building Commissioner shall designate the lead Enforcement Agent for the case.

D. Owner - A person or entity who, alone or severally with others:

1. Has legal title to any building or parcel of land, vacant or otherwise;
2. Has legal or equitable title to any building or has care, charge or control of any building in any capacity including but not limited to agent, executor, executrix, administrator, administratrix, trustee, or guardian of the estate of the holder of legal title; or
3. Is a tenant with a legal right to possess an entire building or property; or
4. Is a mortgagee in possession of any building or property; or
5. Is an agent, trustee, receiver or other person appointed by the courts and vested with possession or control of a building or property.

E. Planning Department - The Office of Municipal Services.

F. Planning Director - The Office of Municipal Services Director or designee.

Section 3. Maintenance Requirements for Commercial and Industrial Properties.

Minimum Standards Established.

A. The property owner or designated governing association shall be responsible for ensuring commercial and industrial buildings comply with the standards of minimum maintenance below. The Enforcement Agent, appropriate to their specific area of jurisdiction, shall determine if and when violations of this section exist.

1. The exterior of all property areas and yards shall be maintained in a clean and sanitary condition, free from debris, garbage, refuse and other hazards that may result in unsafe circumstances, create unhealthy conditions, cause unlawful environmental degradation or otherwise negatively affect the property or the surrounding area.
2. Exterior walls. All exterior walls shall be maintained in such a condition as to prevent unauthorized entry, infestations, vandalism or other potentially unsafe or unhealthy conditions.
3. Doors and doorways. Every exterior doorframe shall have a door to prevent unauthorized entry, infestations, vandalism or other potentially unsafe or unhealthy conditions.
4. Display windows, signage, exterior fixtures and entrances shall be kept clean and maintained in good repair to prevent unauthorized entry, infestations, vandalism or other potentially unsafe or unhealthy conditions or otherwise negatively affect the property or the surrounding area. Boarding up of windows or entrances for a period exceeding two (2) weeks is prohibited unless authorized by the Enforcement Agent. Extensions granted by the Enforcement Agent shall be for a specified period of time.

5. Fences. All fences on the premises shall be maintained so that they do not constitute a hazard, blight or condition of disrepair. Examples of hazards, blight or conditions of disrepair are inclusive of, but not limited to, leaning fences, fences that are missing slats or blocks, graffiti, or rotting or damaged materials.

6. Alleys and passageways. All alleys and passageways shall be kept clean and free of debris by the property owner or designee. Adjacent properties are responsible for maintaining alleys and passageways to the center line of said alley or passageway.

7. Storage in Yards. In order to protect Maynard's business districts from negative effects of under-maintained property, and maintain an environment of commercial viability, yards shall not be used to store equipment, appliances, or building materials without screening from street view. Front yard storage of these items is prohibited, however, this does not apply to merchandise for sale by the business carried out on the premises provided it is located in a properly zoned district. Screening does not relieve the property owner of the requirement to comply with the regulatory requirements of the Conservation Commission or any other appropriate board/agency.

8. Dumpsters shall be screened such that they are not visible from the street. This requirement shall become effective two (2) years from date of acceptance by the Town Meeting of this By-law.

9. Overgrowth. No hedge, shrub, tree or other vegetation shall overhang, extend or protrude into any street, sidewalk or public alley in a manner which obstructs or impedes the safe and orderly movement of persons or vehicles. Nothing in this subsection relieves the property owner of the requirement to obtain, from the Conservation Commission or any other appropriate board/agency, all necessary permits/approvals for the removal of such vegetation.

10. Vacant lots. Vacant lots shall be free from any accumulation of noxious weeds, overgrowth, combustible or noncombustible materials, debris, refuse, rubbish or garbage, physical hazards, or rodent harborage and infestation.

B. Compliance with this By-law shall not relieve the owner of any obligations set forth in any other applicable By-law, regulation, codes, covenant conditions or restrictions and/or association rules and regulations. In case of a conflict with these rules and regulations, the most restrictive shall apply.

Section 4. Unsafe Buildings.

If the Building Commissioner determines the building to be unsafe, the Commissioner may act immediately in accordance with the Massachusetts State Building Code to protect public safety. Furthermore, nothing in this By-law shall abrogate the powers and/or duties of municipal officials to act pursuant to any general statutory authority including, without limitation, M.G. L. c. 139, § 1 et seq. and M.G.L. c. 143, § 6 et seq.

Section 5. Violations and Penalties; Enforcement.

A. Violations of any portions of this By-law shall be punishable by a fine of \$100 per violation, with each day the violation continues constituting a separate violation. However, the Building Commissioner and Planning Director (acting together) may

waive the fine in total or in part upon the abatement of the violation(s).

B. The Enforcement Agent or his/her designee shall enforce all provisions of this Bylaw and shall institute all necessary administrative or legal action to assure compliance. Any owner found to be in violation of this By-law shall receive written notice and a minimum of seven (7) days to remedy all violations prior to the institution of any enforcement action by the Enforcement Agent. Said notice is to be served upon the owner(s) either in person, by registered mail, return receipt requested, or by posting said notice at the site of the violation. The Building Commissioner, acting on behalf of the Town of Maynard, may also bring a civil action in a court of competent jurisdiction seeking equitable relief to enforce this Bylaw. This By-law may also be enforced through non-criminal disposition pursuant to M.G.L. c. 40, § 21D and in accordance with Chapter 15 of the Town By-laws.

Section 6. Severability.

If any provision of this By-law is held to be invalid by a court of competent jurisdiction, such provision shall be considered separate and apart from the remaining provisions, which shall remain in full force and effect.

Section 7. Enforcement of Other Regulations.

Nothing herein shall prevent the Town of Maynard from enforcing other applicable sections of the Massachusetts State Building Code or other applicable sections of Massachusetts General Laws, including but not limited to M.G.L. c. 111 (Public Health), and c. 139, § 3A (recovery of abatement costs).

Section 8. Appeals.

Any person aggrieved by a decision issued hereunder may appeal said decision to the Board of Selectmen in the Town within twenty-one (21) days of said decision.

Section 9. Inspections.

The Enforcement Agents, or their designees, shall have the authority to periodically inspect the exterior of any building subject to this By-law for compliance.

The Building Commissioner shall have the discretionary authority to seek immediate disconnection of utilities if a potential hazard that may be dangerous to life and limb is present, through authorities having jurisdiction.

To do or act thereon.

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

The following action was taken:

Article 13 was withdrawn. No action taken.

**ARTICLE: 14 AMEND BY-LAW, CHAPTER 42, CREATING VACANT/
ABANDONED PROPERTIES BY-LAW**

To see if the town will vote to amend the Town By-Laws by creating a new By-law, Chapter 42 Vacant/Abandoned Properties as follows:

**BY-LAW
CHAPTER 42
VACANT/ABANDONED PROPERTIES**

Section 1. PURPOSE AND SCOPE.

A. Purpose. The purpose of this By-law is to promote the health, safety, and welfare of residents, businesses and stakeholders within the Town of Maynard by ensuring vacant or abandoned properties remain in a condition that does not negatively affect residents, properties, businesses or the Town in general.

Vacant/abandoned properties can degrade Maynard's business districts and neighborhoods, frustrate local planning/development efforts, create increased specific risks of fire damage, vandalism and unlawful entry or uses, give rise to public health and safety hazards and prove detrimental to Maynard's economic vitality.

This By-law requires all property owners to register and properly maintain vacant properties as defined in Section 3 of this By-law.

B. Scope. This By-law shall apply to all residential, commercial, and industrial structures within the Town of Maynard, except where such buildings and structures are otherwise specifically governed by other applicable Town regulations.

Section 2. DEFINITIONS.

As used in this By-law the following terms shall have the meanings indicated:

A. Abandoned –

1. Residential: "Abandoned" as applied to residential buildings means a building or structure which is not being used or occupied as a residence and shows visible signs of substantial physical distress, including, but not limited to, boarded-up or broken windows or doors, fire damage, collapsed roofs, exposure to the elements, susceptibility to unauthorized entry, disconnected utilities, the accumulation of trash, junk, and/or debris, or that appears to pose a risk to public safety, as determined by the Enforcement Agent. Abandoned does not include a building that is unoccupied while undergoing renovations for which a valid building permit exists, or while undergoing repairs due to fire or other casualty, or that is temporarily vacant due to seasonal absences.

2. Nonresidential: "Abandoned" as applied to any building other than a residential building shall mean any building or structure which is not legally occupied or has been wholly vacant for sixty (60) consecutive days, and shows visible signs of substantial physical distress, including, but not limited to, boarded-up or broken windows or doors, fire damage, collapsed roofs, exposure to the elements, susceptibility to unauthorized entry, disconnected utilities, the accumulation of trash, junk, and/or debris, or that appears to pose a risk to public safety, as determined by the enforcement agent. Abandoned does not include a building that is unoccupied while undergoing renovations for which a valid building permit exists, or while undergoing repairs due to fire or other casualty, or that is temporarily vacant due to

seasonal absences.

B. Building - A structure enclosed within exterior walls, built, erected and framed of a combination of materials, whether portable or fixed, having a roof, to form a structure for the shelter of persons, animals or property.

C. Building Commissioner - The Building Commissioner of the Town of Maynard and any designee.

D. Enforcement Agent - The Building Commissioner, the Director of the Board of Health, the Fire Chief, the Police Chief, and/or their designated agents. In instances involving jurisdiction of more than one (1) Enforcement Agent, the Building Commissioner shall designate the lead Enforcement Agent for the case.

E. Legally Occupied - Occupied in accordance with the provisions of the Massachusetts State Building Code.

F. Owner - A person or entity who, alone or severally with others:

1. Has legal title to any building or parcel of land, vacant or otherwise;
2. Has legal or equitable title to any building or has care, charge or control of any building in any capacity including but not limited to agent, executor, executrix, administrator, administratrix, trustee, or guardian of the estate of the holder of legal title; or
3. Is a tenant with a legal right to possess an entire building or property; or
4. Is a mortgagee in possession of any building or property; or
5. Is an agent, trustee, receiver or other person appointed by the courts and vested with possession or control of a building or property; or
6. Is an officer or trustee of an association of unit owners of a condominium or cooperative which contains a vacant property.

G. Planning Department - The Office of Municipal Services.

H. Planning Director - The Office of Municipal Services Director or designee.

I. Public Art - Works of art for public benefit and viewing, approved by the Maynard Cultural Council, for which owners have agreed to the temporary display inside storefront windows or upon other safe, visible exterior surfaces of vacant properties for agreed-upon time periods and other material terms.

J. Vacant Building - Any unoccupied commercial or industrial real property which:

1. Is not legally occupied, is abandoned, or is not used for a period of at least twenty- one (21) consecutive days or longer by occupants having custody or legal right of entry to such property; or
2. Which is intermittently occupied by persons with legal right of entry, but is determined by the Building Commissioner to exhibit dilapidated walls, roof, windows, or doors, which fail to prevent the entry of a trespasser for a period of more than seven (7) days.

K. Vacant Lot - A vacant lot is a parcel of land that currently has no buildings (or improvements) on it.

Section 3. Vacant/Abandoned Commercial, Industrial, and Residential Properties

A. Owner's Responsibilities

1. The owner of a vacant building shall maintain the structure in accordance with all applicable local and state Sanitary Codes, Building Codes and Fire Codes, pertaining to the external/visible maintenance of the building and major system maintenance of the property.
2. The owner shall promptly repair all broken windows, doors, other openings and any unsafe conditions at a vacant building. Boarding up of open or broken windows and doors is prohibited except as a temporary measure authorized by the Building Commissioner.
3. The owner shall maintain the building and property for the duration of the vacancy or abandonment. The owner shall remove any accumulated trash, and any graffiti shall be removed from the property by the owner within seven (7) days after notification by the Building Commissioner and/or designee.
4. It shall be the responsibility of the owner of any building whose utilities have been shut off for a period exceeding six (6) months to inform the Building Commissioner and to have those utilities removed or cut and capped as directed by the Building Commissioner and/or designee.
5. The owner may include advertising materials in the vacant space or displayed in the vacant property's street-facing windows indicating the availability of the space. Such advertising materials must be approved by the Building Commissioner.

B. Registration of Vacant/Abandoned Residential, Commercial, and Industrial Properties.

1. Prior to, or not more than twenty-one (21) days after a unit or any portion of a property becomes vacant, as defined herein, the owner(s) shall register the vacancy with the Office of Municipal Services. The registration shall state if the property is vacant at the time of filing and detail the owner's efforts to regain occupancy. Once the building is no longer vacant or is sold, the owner shall provide proof of sale or lawful occupancy to the Office of Municipal Services.
2. The Office of Municipal Services may exempt a property owner from the provisions of this By-law upon the presentation of evidence, in such form as may be convincing to them, that the failure to use or occupy a building for a period in excess of 21 days does not violate the purpose or intent of this Bylaw.

C. Annual Registration Fee, Failure to Pay, Waiver on Vacant/Abandoned Properties.

1. On or before October 15 of each calendar year, the Town shall send a billing statement, setting forth the annual registration fee, to the owner of the vacant property. The annual registration fee shall be set by the Board of Selectmen pursuant to M.G.L. c. 40, § 22F.

2. On or before November 15 of each calendar year, the owner of any vacant property shall pay to the Town an annual registration fee to cover the administrative cost of monitoring and ensuring the security and proper maintenance of such building, as identified in said billing statement. Failure to pay the annual registration fee shall be a violation of this By-law, and the full fee shall be deemed an assessment resulting from a violation of this By-law. Such fee, and any fines issued for violations of this By-law, shall constitute a “municipal charges lien” on the property, to be collected in accordance with M.G.L. c. 40, § 58.

3. Owners may apply for a waiver of the annual registration fee on or before October 1 of each calendar year, requesting waiver of some, or the entire fee on grounds of demonstrable financial hardship, or by agreeing in writing to display public art as defined herein for the term of a vacancy. Waivers for public art display will be granted only as sufficient public art is available, appropriate to the location for display, and the Town, artist, and owner agree to terms of exhibition as set forth by the Office of Municipal Services.

D. Vacant lots.

All vacant lots falling under the Department of Revenue/Division of Local Services property type classification codes 1 (Residential), 3 (Commercial), and 4 (Industrial) shall be free from any accumulation of noxious weeds, overgrowth, combustible or noncombustible materials, debris, refuse, rubbish or garbage, physical hazards, or rodent harborage and infestation.

Section 4. Inspections.

The Enforcement Agents, or their designees, shall have the authority to periodically inspect the exterior of any building subject to Section 3 of this By-law for compliance.

Section 5. Severability.

If any provision of this By-law is held to be invalid by a court of competent jurisdiction, such provision shall be considered separate and apart from the remaining provisions, which shall remain in full force and effect.

Section 6. Enforcement of Other Regulations.

Nothing herein shall prevent the Town of Maynard from enforcing other applicable sections of the Massachusetts State Code or other applicable sections of Massachusetts General Laws, including but not limited to M.G.L. c. 111 (Public Health), and c. 139, § 3A (recovery of abatement costs).

Section 7. Appeals.

Any person aggrieved by a decision issued hereunder may appeal said decision to the Board of Selectmen in the Town within twenty-one (21) days of said decision.

To do or act thereon.

SPONSORED BY: By-Law Committee
APPROPRIATION:
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Article 14 was withdrawn. No action taken.

ARTICLE: 15 AMEND BY-LAW, CHAPTER 43, MUNICIPAL CHARGES LIEN

To see if the town will vote to amend the Town By-Laws by creating a new By-law, Chapter 43 Municipal Charges Lien as follows:

**BY-LAW
CHAPTER 43
MUNICIPAL CHARGES LIEN**

Section 1: Authority.

This By-law is adopted pursuant to the authority of M.G. L. c. 40, § 21 and M.G. L. c. 40, § 58, and any other relevant statutes and regulations.

Section 2: Purpose.

The purpose of this section is to establish a municipal charges lien program to provide a cost-effective method of collecting a charge, fine, penalty, and/or fee assessed against an owner of real property in the Town who fails and/or refuses to pay said charge or charges, fine or fines, penalty or penalties, and/or fee or fees when due, by placing a lien upon real estate owned by the property owner.

Section 3: Applicability.

The municipal charges lien shall apply to the following municipal charges and/or fees:

A. Charges, fines, penalties, and/or fees including interest and all costs to record said lien(s) in the Middlesex South Registry of Deeds for violations of the Minimum Property Standards of Commercial/Industrial Properties By-law, Chapter 41.

B. Charges, fines, penalties, and/or fees including interest and all costs to record said lien(s) in the Middlesex South Registry of Deeds for violations of the Vacant/Abandoned Properties By-law, Chapter 42.

Section 4: Lien Takes Effect.

The Municipal Charges Lien will take effect upon the recording of a statement of unpaid municipal charges, fines, penalties, and fees, setting forth the amount due, including recording costs, the address(es) of the land to which the lien is to apply and the name of the assessed owner.

Section 5: Collection of the Lien.

A. The Treasurer-Collector shall be in charge of placing the lien.

B. The Treasurer-Collector, who is responsible for collecting the charge, fine, or penalty shall notify the Assessors of all unpaid citations that have not been paid or appealed to the Court at the end of each month.

C. The Assessor shall prepare a statement of Municipal Charges Lien for each person from the list(s) received from the Town Clerk and shall forward said statement of lien to the Treasurer-Collector who shall cause said statement(s) to be recorded in the Middlesex South Registry of Deeds.

Section 6: Unpaid Municipal Charges Liens.

A. If a charge, fine, penalty, or fee secured by the lien is unpaid when the Assessors are

preparing the real estate tax list and warrant, the Tax Collector shall certify the charge or penalty to the Assessors' Department and the Assessors shall add the charge or fee to the next property tax bill to which it relates, and commit it with the warrant to the collector as part of the tax.

B. If the property to which the charge, fine, penalty, and/or fee relates is tax exempt, the charge or fee shall be committed as a tax on said property.

Section 7: Release of the Lien.

The Municipal Charges Lien may be discharged by filing a certificate from the Tax Collector that all municipal charges or fees constituting a lien, together with any interest and costs have been paid or legally abated. All costs of recording or discharging a lien under this section shall be borne by the owner of the property.

To do or act thereon.

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

The following action was taken:
Article 15 was withdrawn. No action taken.

ARTICLE: 16 AMEND BY-LAW, DELETE CHAPTER 21 SECTION 23 NUISANCES

To see if the town will vote to delete Chapter 21 Nuisances, Section 23 from the town By-laws.
To do or act thereon.

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

Vacant/Abandoned Properties

The following action was taken:
Article 16 was withdrawn. No action taken.

ARTICLE: 17 WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2020
SECRET MAJORITY

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 FY2020 (July 1, 2019 – June 30, 2020).

TOTAL REVENUES	\$1,932,914.00
EXPENSES - DIRECT	
Water - Salaries	\$ 250,814.00
Water – Expense	\$ 748,345.00
Water - Capital	\$ 125,000.00
Water – Long Term Debt Principal	\$ 433,415.00
Water – Long Term Debt Interest	\$ 68,290.00
TOTAL EXPENSES - DIRECT	\$1,625,864.00
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 FY2020 BUDGET	\$ 1,932,914.00

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$1,625,864.00
FINCOM RECOMMENDATION:	Recommends

The following action was taken:

Voted: Yes 190, No 5 to approve Article 17 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 18 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2020
SECRET MAJORITY

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 2020 (July 1, 2019 – June 30, 2020).

TOTAL REVENUES	\$3,078,976.00
EXPENSES - DIRECT	
Sewer - Salaries	\$ 199,658.00
Sewer – Expense	\$ 306,325.00
Sewer - Capital	\$ 50,000.00
Sewer - Long Term Debt Principal	\$ 650,737.00
Sewer - Long Term Debt Interest	\$ 204,856.00
Sewer – Waste Water Treatment Plant Expense	\$1,140,182.00
TOTAL EXPENSES - DIRECT	\$2,551,758.00

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 FY2020 BUDGET	\$3,078,976.00

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$2,551,758.00
FINCOM RECOMMENDATION:	Recommends

The following action was taken:

Voted: Yes 190, No 5 to approve Article 18 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 19 SHARING OF ADMINISTRATIVE FUNCTIONS

OPEN MAJORITY

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 71, § 37M and authorize consolidation of certain administrative functions, including but not limited to financial, personnel, and maintenance functions, of the school committee with those of the town, provided that such consolidation only occur upon a majority vote of the School Committee and a majority vote of the Board of Selectmen, or take any action relative thereto.

To do or act thereon.

SPONSORED BY: Board of Selectmen/School Committee
APPROPRIATION: None
FINCOM RECOMMENDATION: At Town Meeting

The following action was taken:

*Voted: to approve Article 19 as printed in the warrant, except the words, and “to do or act thereon.”
The Finance Committee recommended.*

ARTICLE: 20 AMEND BY-LAW, CHAPTER 1, SECTION 17D

OPEN MAJORITY TOWN MEETING, SECRET BALLOT

To see if the town will vote to amend the Town By-Law in Chapter 1 – Town Meeting, Section 17D by replacing the text, “Authorization for expenditures of \$10,000.00 or more.” With the text, “Authorization for expenditures greater than 0.1 percent of the current Town General Fund Budget.”

To do or act thereon.

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

The following action was taken:

*Voted: To approve Article 20 as printed in the warrant, except the words, “to do or act thereon.”
The Finance Committee recommended.*

ARTICLE: 21 APPROPRIATE OVERLAY SURPLUS

SECRET MAJORITY

To see if the town will vote to appropriate **\$100,000.00** from Overlay Surplus funds to reduce the Fiscal Year 2019 Fire Department salary shortfall. The fire department has realized a deficit in the budget this fiscal year because of on-duty injuries, coverage needed for firefighters attending the recruit academy (beyond what was budgeted), and coverage for open shifts created by unforeseen vacancies, and an agreement to the collective bargaining agreement with firefighters, and the contract with the fire chief.

To do or act thereon.

SPONSORED BY: Board of Selectmen
APPROPRIATION: \$100,000.00 from Overlay Surplus
FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: Yes 144, No 12 to approve Article 21as printed in the warrant, except the words, “to do or act thereon.”

The Finance Committee recommended.

This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 22 AMEND BY-LAW, CHAPTER 1, SECTION 8,

OPEN MAJORITY TOWN MEETING RECONSIDERATION

To see if the town will vote to Amend the Town By-Law in Chapter 1 – Town Meeting, Section 8 after the following text, “A vote shall be reconsidered only upon a motion by a voter who was present at the vote on the article in question” by inserting the following text, “only with the addition of new information which shall be determined by the Town Moderator”

To do or act thereon.

SPONSORED BY: By-Law Committee

APPROPRIATION: None

FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To approve Article 22 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

ARTICLE: 23 AMEND BY-LAW, CHAPTER 34, SECTION 5A, STORM

WATER MANAGEMENT

OPEN MAJORITY

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter 34, Stormwater Management, Section 5A replace the text, “As an alternative to criminal prosecution or civil action, the Stormwater Authority may elect to utilize the noncriminal disposition procedure set forth in M.G.L. Ch. 40 §21D and Ch. 15 Non-Criminal Disposition of Bylaw Violations of the Town of Maynard General Bylaws.” with the text, “As an alternative to criminal prosecution or civil action, the Stormwater Authority may elect to utilize the non-criminal disposition procedure set forth in M.G.L. Ch. 40 §21D and with the following penalty:

Penalty First Offense -Written warning

Each subsequent offense -\$100

Each day that such violation continues shall constitute a separate offense.

Enforcing Person: Conservation Agent, Conservation Commissioner, Department of Public Works

Director, Police Officer

And in Chapter 15, 15 Non-Criminal Disposition of Bylaw Violations, Section 5 deletes the following text:

Chapter 34 Stormwater Management Bylaw

Penalty First Offense -Written warning

Each subsequent offense -\$100

Each day that such violation continues shall constitute a separate offense.

Enforcing Person: Conservation Agent, Conservation Commissioner, Department of Public Works

Director, Police Officer

To do or act thereon.

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

The following action was taken:

*Voted: to approve Article 23 as printed in the warrant, except the words “to do or act thereon.”
 The Finance Committee recommended.*

ARTICLE: 24 AMEND BY-LAW, CHAPTER 38, UTILITY POLES

OPEN MAJORITY

To see if the town will vote to amend the Town By-Law by deleting Chapter 38 – Utility Poles.
 To do or act thereon.

SPONSORED BY: By-Law Committee
 APPROPRIATION: None
 FINCOM RECOMMENDATION: At Town Meeting

The following action was taken:

*Voted: To accept Article 24 as printed in the warrant except the words, “to do or act thereon.”
 The Finance Committee recommended.*

ARTICLE: 25 AMEND TOWN’S ZONING BY-LAW SECTION 3.1.2

SECRET 2/3

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

1. AMEND SECTION 3.1.2 TABLE A – USE REGULATIONS, BY CHANGING

“BA” (Zoning Board of Appeals Special Permit) to “PB” (Planning Board Special Permit) in the “B” Zoning District, and adding “PB” to the “CB” Zoning District, for the “hotels, motels, and extended stay facility” use so that it reads (the proposed additional text is underlined; deleted text is stricken):

Principal Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Hotels, motels, extended stay facility	N	N	N	BA <u>PB</u>	N <u>PB</u>	Y	N	N	N

To do or act thereon.

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

The following action was taken:

Voted: Yes 99, No 45 (96 needed for a 2/3 vote) to approve Article 25 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

ARTICLE: 26 AMEND TOWN’S ZONING BY-LAW SECTION 7.9

SECRET 2/3

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

1. AMEND SECTION 7.9, INCLUSIONARY HOUSING; by changing the section number and all subsections from 7.9 to 7.10.

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 26 as printed in the warrant, except the words "to do or act thereon."

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 27 AMEND TOWN'S ZONING BY-LAW SECTION 9.4.2

SECRET 2/3

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

1. AMEND SECTION 9.4.2, DOWNTOWN MIXED-USE OVERLAY DISTRICT (DOD); APPLICABILITY, by inserting in a section number, so that it reads (the proposed change is underlined):

9.4.2.1 Special Permit Granting Authority (SPGA). For the purposes of this Section, unless otherwise noted, the Planning Board shall be the Special Permit Granting Authority.

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 27 as printed in the warrant, except the

words "to do or act thereon."

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 28 AMEND TOWN'S ZONING BY-LAW SECTION 9.4.3

SECRET 2/3

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

1. AMEND SECTION 9.4.3, DOWNTOWN MIXED USE OVERLAY DISTRICT (DOD); PERMITTED AND PROHIBITED USES; TABLE H: TABLE OF DOD USES, by adding a footnote, so that it reads: (the proposed change is underlined)

Use	Permitted (Y), Not Permitted (N), Special Permit (SP)
Mixed Use with 6 or fewer dwelling units*	Y
Mixed Use with more than 6 dwelling units*	SP
Multi-Family Dwelling (for lots that do not fall under the restricted area below)	SP
Multi-Family Dwelling (for lots with frontage on Main or Nason Streets bounded by Florida Road and Summer Street or for lots with frontage on Summer Street between Nason and Main Streets).	N

* For mixed-use projects in the DOD, a majority of space on the ground floor (more than 50%), excluding common and mechanical areas, shall be for retail, restaurant, office and/or medical office use, unless other non-residential uses are authorized by the Planning Board.

To do or act thereon.

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

*The following action was taken:
 Voted: Yes 92, No 5 (64 needed for a 2/3 vote) to approve Article 28 as printed in the warrant, except the words “to do or act thereon.”
 The Finance Committee recommended.*

ARTICLE: 29 AMEND TOWN’S ZONING BY-LAW SECTION 9.4.4

SECRET 2/3

To see if the Town will vote to amend the Town of Maynard’s Zoning By-laws as follows:

1. AMEND SECTION 9.4.4, DIMENSIONAL REQUIREMENTS, TABLE I: DOWNTOWN OVERLAY DISTRICT (DOD) DIMENSIONAL REQUIREMENTS, BY CHANGING THE SETBACK DESCRIPTIONS, so that it reads (~~strikethrough~~ text refers to what is being removed, and underline text refers to what is being added):

Maximum / Minimum Yard Requirements for Multi-Family and Mixed Use

Front (feet) – Maximum / Minimum	10* <u>10</u> ¹
Side (feet) – Maximum / Minimum	Unlimited* <u>0</u> ²
Rear (feet) – Maximum / Minimum	Unlimited* <u>0</u> ²

¹ At least 90% of the horizontal dimension of the side of a building oriented towards the front lot line shall be within the maximum setback.

* Increase by ² 15 feet when abutting a residential lot not within the Downtown Overlay District

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 29 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 30 AMEND TOWN’S ZONING BY-LAW SECTION 9.4.5

SECRET 2/3

To see if the Town will vote to amend the Town of Maynard’s Zoning By-laws as follows:

1. AMEND SECTION 9.4.5, MIXED USE AND MULTIFAMILY REDUCED AREA REQUIREMENT; DEVELOPMENT AGREEMENT, by adding to #2, so that it reads (the proposed change is underlined):

Agreement from the Developer to make a donation to the Maynard Community Preservation Fund, or other equivalent town fund or account dedicated to the acquisition and preservation of open space or recreation land, in an amount as prescribed in the Planning Board Regulations.

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 30 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE 31 AMEND TOWN’S ZONING BY-LAW SECTION 9.4.5.1

SECRET 2/3

To see if the Town will vote to amend the Town of Maynard’s Zoning By-laws as follows:

1. AMEND SECTION 9.4.5.1, MIXED USE AND MULTIFAMILY REDUCED AREA REQUIREMENT; DEVELOPMENT AGREEMENT, so that it reads (the proposed change is underlined; the proposed deleted text is ~~stricken~~):

1. Agreement from the developer to include in the development a number of “affordable” units equal to or greater than 15% of the total number of units in the development, rounded up to the nearest whole unit or an agreement from the developer to make a donation to the “Maynard Affordable Housing Trust” (or any equivalent town fund or account which is dedicated to the development of “affordable” housing stock) equal in value to the whole number of affordable units, multiplied by the “affordable unit equivalent” (in dollars). This “affordable unit equivalent” shall be determined by the Affordable Housing ~~Committee~~ Trust, or in the absence of such a ~~committee~~ Trust, by the Board of Selectmen. This does not preclude the applicability of the Town’s Inclusionary Zoning By-law. If the development is subject to the Inclusionary Zoning By-law, the most restrictive of the requirements shall apply.

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 31 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 32 AMEND TOWN’S ZONING BY-LAW SECTION 11.0

SECRET 2/3

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

1. AMEND SECTION 11.0, “DEFINITIONS” BY EDITING THE DEFINITION FOR “DWELLING” SO THAT IT READS (the proposed additional text is underlined):

Dwelling: A building for human habitation which meets the minimum requirements of the Massachusetts State Building Code, 780 CMR, for a dwelling structure, with permanent attachment to the ground, which shall not include a manufactured home, trailer or other mobile living unit or hotel, dormitory, hospital or rooming house.

2. DELETE SECTION 7.4 “TRAILERS” IN ITS ENTIRETY (the proposed deleted text is ~~stricken~~):

4. TRAILERS

~~4.1. General. No trailer shall be placed upon any land, or used for dwelling or business purposes, within the Town except as hereinafter provided.~~

~~4.2. Special Permit for Storage. The Board of Appeals may issue a Special Permit to store not more than one trailer per lot in a garage, other accessory building or in the rear yard of a lot occupied by the owner of the trailer.~~

~~4.3. Special Permit for Temporary Occupancy. The Board of Appeals may authorize the use of a trailer for dwelling purposes or as a temporary office only if such uses are incidental to construction of a building on the premises or development of the~~

~~premises. Such authorization may be granted for a period not exceeding twelve (12) consecutive months, subject to approval of safeguards to insure proper sanitation. In no case shall such authorization be renewed for more than six (6) consecutive months.~~

~~4.4. Special Permit for Guest Occupancy. The Board of Appeals may issue not more than one permit per calendar year to an owner of a lot for the occupancy of such lot for dwelling purposes by a guest owned trailer. Such permit may be issued for a period not to exceed two weeks.~~

3. AMEND SECTION 11.0, DEFINITIONS, BY DELETING THE DEFINITION OF “TRAILER” (the proposed deleted text is ~~stricken~~):

~~Trailer: Any vehicle which is drawn by or used in connection with a motor vehicle and which is so designed and constructed or added to by means of such accessories as to permit the use and occupancy thereof for human use or habitation, whether resting on wheels, jacks or other foundations. It shall include the vehicle commonly known as a mobile home, containing completed electrical, plumbing and sanitary facilities and be designed to be installed on a temporary or permanent foundation for permanent living quarters.~~

4. AMEND SECTION 3.1.2 TABLE A – USE REGULATIONS, BY ADDING “MANUFACTURED HOME”. This will amend the Use Regulations Table. This would indicate a manufactured home is not permitted in any Zoning Districts.

5. AMEND SECTION 11.0, DEFINITIONS BY ADDING THE DEFINITION FOR “MANUFACTURED HOME” (the proposed text is underlined):

Manufactured Home: Any vehicle or object designed for movement on wheels and having no motive power of its own, but which is drawn by or used in connection with a motor vehicle, and which is so designed and constructed, or reconstructed or added to by means of such accessories, as to permit the use and occupancy thereof for human habitation, whether resting on wheels, jacks or other foundation, and shall include the type of construction commonly known as "mobile home" or "trailer home". These are typically the Department of Housing Urban Development (HUD) approved dwelling units which generally do not meet the minimum requirements of the Massachusetts State Building Code for a one or two family dwelling structure.

6. AMEND SECTION 7.4, BY ADDING “MANUFACTURED HOMES” (proposed text is underlined):

7.4 MANUFACTURED HOMES

7.4.1 General.

No manufactured home shall be placed upon any land or used for dwelling or business purposes, within the Town except as provided for in 7.4.2.

7.4.2 Exception.

Pursuant to MGL 40A, Section 3, the owner and occupier of a residence which has been destroyed by fire or other natural holocaust shall be permitted to place a manufactured home on the site of such residence and reside in such home for a period not to exceed twelve months while the residence is being rebuilt. Any such manufactured home shall be subject to the provisions of the state sanitary code.

To do or act thereon.

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

1. Dwelling: The proposed language is consistent with the Massachusetts Building Code.

2. Manufactured Homes: A "Manufactured Home" is currently not defined or listed in the Zoning By-laws Use Table. This use is proposed to be added as Section 7.4, and the associated definition to Section 11. A "Manufactured Home" would be a prohibited use in all zoning districts unless meeting the criteria as detailed within the proposed Section 7.4.2.

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 32 as printed in the warrant, except the words "to do or act thereon."

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 33 AMEND TOWN'S ZONING BY-LAW SECTION 11.0 TO REFLECT SECTION 9.3.14

SECRET 2/3

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

1. AMEND SECTION 11.0, DEFINITIONS, BY ADDING THE DEFINITION FOR "RESTAURANT" FROM SECTION 9.3.14 (DEFINITIONS FOR NBOD USES) to the aforementioned section, so that it reads:

Restaurant: An establishment where the principal business is the sale of food and beverages within the structure, including but not limited to the characteristics of patrons dining at tables or in booths, being waited on by staff and with food and beverages being primarily served in non-disposable containers except for takeout items which are expressly allowed. For the purposes of the Zoning By-laws, a "restaurant" is distinguished from a "fast food restaurant".

2. AMEND SECTION 11.0, DEFINITIONS, BY CHANGING THE DEFINITION FOR "FAST-FOOD RESTAURANT" (~~strikethrough~~ represents what is being changed, underline represents what is new):

~~Fast-Food Restaurant~~ **Restaurant, Fast-Food:** An establishment serving fast food. Grocery stores, small markets with deli counters, and traditional bakeries are specifically exempted from this definition.

To do or act thereon.

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

The following action was taken:

Voted: Yes 91, No 7 (65 needed for a 2/3vote) to approve Article 33 as printed in the warrant, except the words "to do or act thereon."

The Finance Committee recommended.

The Planning Board recommended.

This article was voted by a secret ballot as required per Town by law.

ARTICLE: 34 ACCEPT EASEMENT PLAN LOT 152 AND 152-1 MAP 25

SECRET 2/3

To see if the town will vote to Accept an Easement over, on, below and within that portion of the premises shown as “Easement Area B” on that certain Plan of Land entitled “Easement Plan Maynard Crossings JV, LLC Lot 152 & 152-1, Map 25, Town of Maynard, Middlesex County, Commonwealth of Massachusetts.” prepared by Control Point Associates, Inc., 252 Turnpike Road, Unit 201, Southborough, MA, 01772, dated 10-18-17”, (the “ Easement Plan”) which Easement Plan is on file with the Town Clerk. Said Easement Area B contains 692 square feet according to said Easement Plan, for general municipal purposes under the care, custody and control of the Board of Selectmen, or take any action relative thereto.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION:

FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: Yes 95, No 3 to approve Article 34 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended

This article was voted by a secret ballot as required per Town bylaw.

**ARTICLE: 35 HOME RULE PETITION – SPECIAL LEGISLATION
CONCERNING LIQUOR LICENSE**

OPEN MAJORITY

To see if the town will vote to direct the Board of Selectmen to petition the General Court to enact special legislation substantially in the form set forth in Appendix “B” hereto authorizing the Town to issue one (1) additional license for the sale of all alcohol package store off premise not to be drunk on premise and provide further that the General Court may make clerical or editorial change of form only to the bill, and further the Board of Selectmen is authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION: Recommends

The following action was taken:

Voted: To accept Article 35 as printed in the warrant, except the words “to do or act thereon.”

The Finance Committee recommended.

Motion made and seconded to dissolve the May 20, 2019 Annual Town Meeting at 9:57 p.m.

VOTING PRECINCTS

Revised 11/02/2014

Precinct 1:

*Maynard Public Library
77 Nason Street*

Acton St. (#16, 18, 20, 22, 24, 26, 30, 38, 50, 62 & 66 thru 134)	Florida Ct.	Nancy Cir.
Amory Ave.	Florida Rd. (Excluding #2)	Nason St.
Beacon St. (evens)	Garden Way	Nick Ln.
Blue Jay Way	George Rd.	Orchard Ter.
Brian Way	Glendale St. (#1 thru 20)	Orren St.
Brigham St.	Glenn Dr.	Patti Ln.
Brooks St.	Guyer Rd.	Paul Rd.
Brown St. (#15, 17, 19, 21, 23, 25, 33, 37, 39, 43, 47, 49)	Hazelwood Rd.	Randall Rd.
Charles St.	Jethro St.	Reeves Rd.
Concord St. (#1 thru 44)	Lincoln St.	Reo Rd.
Dana Rd.	Linden St.	Rice Rd.
Dix Rd.	Loring Ave.	Rickey Dr.
Durant Ave.	Main St. (odds only #1 to 49 & 135)	Rockland Ave.
Elm Ct.	Maple Ct.	Silver Hill Rd.
Euclid Ave.	Maple St.	Summer St. (odds & #10 & 42 thru 70 all)
Everett St.	Marble Farm Rd.	Sunset Rd.
	Mayfield St.	Whitney Ave.
	Michael Rd.	
	Mockingbird Ln.	

Precinct 2:

*Fowler School Auditorium
3 Tiger Drive (off Great Rd)*

Abbott Rd.	Elmhurst Rd. (evens excluding #2)	Main St. (evens only #2 to 48 and all #50 to 257)
Allan Dr.	Elmwood St. (#4)	Martin St.
Apple Ridge Rd.	Espie Ave.	Mill St.
Assabet St.	Fletcher St.	Newton Dr.
Beacon St. (odds)	Florida Rd. (#2 only)	Oak St.
Bent Ave.	Front St.	O'Moore Ave.
Boeske Ave.	Great Rd. (#1 thru 160 excluding odds #129 thru 159)	Park St.
Burnside St.	Harriman Ct.	Parker St. (#5, 9, 11, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33)
Chandler St. (#1)	Heights Ter.	Percival St.
Church Ct.	High St.	Pine St.
Cindy Ln.	Hillside St.	Pomciticut Ave.
Dartmouth Ct.	Howard Rd.	Railroad St.
Dartmouth St. (odds)	Lovell Ct.	River St.
Dewey St.		
Driscoll Ave.		
Elaine Ave.		

Riverbank Rd.	Summer Hill Rd.	Virginia Rd.
Riverside Park	Summer St. (evens	Walnut St. (#21, 22, 23, 26,
Riverview Ave.	excluding #10 & 42 to	28, 30, 32, 34, 36, 38, 40,
Sheridan Ave.	70)	42, 44)
Sherman St.	Summit St.	Waltham St. (#5)
Shore Ave.	Taft Ave.	White Ave.
Spring Ln.	Taylor Rd. (evens)	Wilson Cir.
Sudbury Ct.	Thomas St.	Winter St.
Sudbury St.	Thompson St. (#3, 7, 23,	
Summer Hill Glenn	25)	

Precinct 3:

*Fowler School Auditorium
3 Tiger Drive (off Great Rd)*

Arthur St. (odds)	Gabrielle Cir.	Parker St. (Excluding 4, 5,
B St.	Garfield St. (#3, 10, 12, 14)	6, 8, 9, 11, 14, 15, 16, 17,
Balcom Ln.	Great Rd. (#161 thru 324 &	19, 20, 21, 23, 25, 27, 28,
Bancroft St.	odds only #129 thru 159)	29, 30, 31, 33)
Barilone Cir.	Harrison St.	Roosevelt St. (Excluding
Burns Ct.	Hayes St. (#9 thru #26)	#2, 4, 6)
Carbone Cir.	Karlee Dr.	Sarah Ln.
Carriage Ln.	Kitty Cat Ln.	School St.
Chance Farm Ln.	Kristen Ln.	South St.
Chandler St. (Excluding #1)	Lantern Ln.	Taylor Rd. (odds)
Cutting Dr.	Little Rd.	Thompson St. (Excluding
Dartmouth St. (evens)	Louise St.	#3, 7, 23, 25)
Demars St. (Excluding #1)	Marlboro St.	Tobin Dr.
Dettling Rd.	Maybury Rd.	Turner Rd.
Dineen Cir.	McKinley St.	Vose Hill Rd.
Elmhurst Rd. (odds & #2)	Meadow Ln.	Walker St.
Elmwood St. (Excluding	North St.	Walnut St. (Excluding #21,
#4)	Oak Ridge Dr.	22, 23, 26, 28, 30, 32, 34,
Fairfield St.	Old Marlboro Rd.	36, 38, 40, 42, 44)
Field St.	Old Mill Rd. (#1 thru 36)	Waltham St. (odds
Forest St.	Oscar's Way	excluding #5 thru 73)
Fowler St.	Parker Place	Woodridge Rd.

Precinct 4:

*Maynard Public Library
77 Nason Street*

Acton Ct.	Amy Lynn Way	Brown St. (Excluding #15,
Acton St. (#1 thru 63	Arthur St. (evens)	17, 19, 21, 23, 25, 33, 37,
excluding #16, 18, 20,	Bates Ave.	39, 43, 47, 49)
22, 24, 26, 30, 38, 50,	Bellevue Terr.	Butler Ave.
62)	Birch Terr.	Colbert Ave.

Conant St.	Glenview Ter.	Roosevelt St. (#2, 4, 6)
Concord St. (#45 thru 125)	Grant St.	Russell Ave.
Concord St. Cir.	Hayes St. (Excluding #9 thru #26)	Second St.
Country Ln.	Haynes St.	Third St.
Crane Ave.	Hird St.	Tremont St.
Dawn Grove	King St.	Vernon St.
Dawn Rd.	Lewis St.	Walcott Ave.
Deane St.	Lindberg St.	Walcott St.
Deer Path	Marks Way	Wall Ct.
Demars St. (#1)	Noble Park	Waltham St. (evens & including odds #7 thru 73)
Douglas Ave.	Old Mill Rd. (#37 thru 44)	Warren Ave.
East St.	Parker St. (#4, 6, 8, 14, 16, 20, 28, 30)	Warren St.
Elm St.	Parmenter Ave.	West St.
Ethelyn Cir.	Pinecrest Ter.	Wilder St.
Fifth St.	Pine Hill Rd.	Windmill Dr.
First St.	Pleasant St.	Winthrop Ave.
Garfield Ave.	Powder Mill Cir.	Wood Ln.
Garfield St. (Excluding #3,10,12,14)	Powder Mill Rd.	Woodbine Ter.
Glendale St. (#21 thru 63)	Prospect St.	
Glennhill Ter.		

BOARD OF REGISTRARS

Members

Anita Dolan.....	Member
C. David Hull.....	Member
Charles T. Shea.....	Member
Michelle A. Jenkins.....	Clerk

The Annual Listing of Residents was conducted beginning in January 2019, as prescribed by law, Chapter 51, Section 4, of the General Laws. The Census was completed by the end of April and Street Lists were available by the first of June.

The Board of Registrars held voter registration sessions prior to all Annual and Special Town Meetings and Elections. Coming up on a Presidential Election year proved to be a busy year with the certification of state nomination and petition papers. And, not to mention certification of nomination papers for those who ran in the Annual Town Election.

At the close of 2019, the number of registered voters was as followed:

PRECINCTS

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>Total</u>
DEMOCRATS	611	639	585	553	2388
REPUBLICANS	149	179	203	160	691
GREEN-RAINBOW	3	6	0	2	11
LIBERTARIAN	11	15	5	8	39
UNENROLLED	1146	1078	1138	1111	4473
*UNITED INDEPENDENT	7	8	4	5	24
*GREEN PARTY USA	1	1	0	0	2
*MA INDEPENDENT PARTY	0	0	0	2	2
*CONSTITUTION PARTY	2	0	0	1	3
*SOCIALIST	2	1	0	2	5
*AMERICAN INDEPENDENT	4	2	1	2	9
*PIZZA PARTY	0	1	1	0	2
*PIRATE	0	0	1	1	2
*CONSERVATIVE	2	1	0	1	4
*INTER 3 RD PARTY	0	0	0	1	1
TOTAL	1938	1931	1938	1849	7656

*Political Designation

The Board of Registrars would like to remind all the residents that 2020 is going to be a very busy election season and strongly encourages the residents of Maynard to register to vote. Your vote not only counts, but it's important!!!!

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 especially thank all of 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,

*Michelle A. Jenkins, Clerk
Anita F. Dolan
C. David Hull
Charles T. Shea*

Public Safety

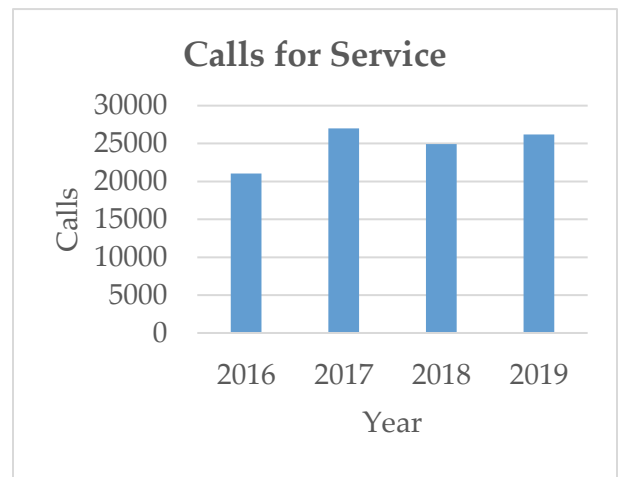
POLICE DEPARTMENT

The Maynard Police Department is a full-service community oriented agency. The department is accredited through the Massachusetts Police Accreditation commission and received its re-accreditation award in June of 2019. Accreditation is a significant achievement and proves that we are following best police practices in Massachusetts.



Overall, 2019 had similar call for service and crime statistics to 2018, which have shown a decline in most crimes when viewed over specific periods of time. A chart comparing several years of statistical data is included in this report. Speeding cars and illegal parking are the most common complaints we receive from community members. I have been appointed to the Maynard Parking Authority to address these ongoing issues. Our continued success is based on officers engaged with the community throughout the year.

Officers are eagerly involved in a variety of activities. Maynard Fest, Boys & Girls Club road race, downtown trick or treat, local fundraisers, and several parades are just some of the opportunities we have in interacting with large groups of residents. We look



forward to these events every year as Maynard is such a close and helpful community. We also gave several station tours to families and children's groups.

2019 was a transitional year for the Maynard Police Department with many personnel changes. In March Officer Chris Sweeney transferred to the Massachusetts Environmental Police. In August Sergeant Shawn Corrigan resigned to take a job with a major airline as a pilot; he will stay on as a special officer. Also, in August, Sergeant Gregory Balzotti retired from the Maynard Police Department after over thirty (30) years of service. He will also stay on as a special officer. We wish all three officers the best in their new endeavors.

In May James McGrath and Jordan Blackington were hired to fill the vacancies. They graduated the police academy in October and completed their field training in December. In September we hired Adam Hyde, who had just graduated the Fitchburg State University Police Academy as part of their police certification curriculum. This is a unique program where students who are part of the program will go to college and, after receiving their bachelor's degree in criminal justice, they can choose to enter the summer police academy at the university. This is an excellent program for men and women who want to become police officers, because when they graduate the police academy they are sought after due to them being full-time academy certified. In August, after an exam and assessment center, Officer Michael Sutherland and Detective Daniel Bodwell were promoted to Sergeant to replace Sergeants Balzotti and Corrigan.



In November Chief Mark Dubois, after seven years of service as Chief in Maynard, resigned to take the Chief of Police position with the Braintree Police Department. I want to personally thank Chief Dubois for his mentoring and preparing me to lead the Department. His leadership throughout his tenure as Chief was instrumental in accomplishing our goal of progressively advancing the best police practices.

The Maynard Police Department is a community-oriented department and participates in many events throughout the year. We encourage any citizens to stop by and take a tour of their police

station anytime. If ever you wish to bring a community or children's group for a tour, feel free to call and set up a time.

Maynard was a founding member of the Central Mass Police Partnership collaboration. This is a collaboration with area police departments that was first formed to address the epidemic caused by the opioid crisis. In 2019, after a comprehensive search, Mackenzie Dezieck was chosen as our new Jail Diversion Coordinator. Mackenzie works in partnership with Maynard officers to provide resources, support, and assistance to those struggling with substance use and mental health. Having someone as qualified and experienced as Mackenzie working with Maynard officers as they respond to these calls is monumental in connecting people with substance use and mental health issues to life saving resources and help. She is instrumental in dealing with the follow-up for the individuals involved as she has more advanced training to deal with these situations for the long term. Mackenzie has a master's degree in rehabilitation counseling from Assumption College and is a certified rehabilitation counselor.

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. A person who may be charged with a crime enters the C4RJ program instead of being charged and having to appear in court. The program is designed to listen to victims, hold offenders accountable, and restore trust in communities without having a criminal charge added to someone's record.

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. 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 more personnel than the department has on staff, NEMLEC can be activated.

The annual Maynard Police Toy Drive was once again very successful. We were able to assist many 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 is organized and distributed by Detective Trista Manchuso, Officer Mirella Ruggiero, and Officer Neil Maskalenko.

The Maynard Police Summer Youth Academy was once again a resounding success with 22 students graduating. The Maynard Police Department Summer Youth Academy strives to focus on discipline, motivating ourselves and others, working together, promoting responsibility but most importantly, having fun while building great relationships between the police and the youths in our community. The students studied different areas of the law and visited the Concord District Court. They completed physical training every morning as part of their curriculum and their favorite part of the week was the paintball capture-the-flag competition at the Rod & Gun club. Detective Trista Manchuso and Officer Neil Maskalenko oversaw the Academy.



Finally, I would like to thank the Honorable Board of Selectmen for their trust and guidance, Town Administrator Greg Johnson for his unwavering support, my administrative assistant Lucie DiStefano for her knowledge and advocacy and all the members of the Maynard Police Department for their professionalism and service. In 2020 the Maynard Police Department will continue to serve their community with honor, trust, and compassion.

DEPARTMENT STAFF

Chief

Michael A. Noble

Administrative

Assistant

Lucie DiStefano

Prosecutor

Sgt. Stephen Jones

Sergeants

Brian Cushing

William Duggan

Michael Sutherland

Daniel Bodwell

Detective

Trista Manchuso

Special Officers

James Dawson

Mary McCue

Greg Balzotti

Shawn Corrigan

Ralph Aulenback

James Loomer

James Banatoski

Joseph MacDonald

Andrew Bennett

Student Resource Officer
Mirella Ruggiero

Crossing Guards
Alex Frazier
Donald Malatesta
Officers

Karl Nyholm
Richard Seeley
Jeffrey Houle
Eric Davoll
Brian Peterson
Lucien Comeau
Patrick Brennan
Neil Maskalenko

Brandon Moore
James McGrath
Jordan Blackington
Adam Hyde

Custodian
James Maria

Parking fines: \$17,431.80
Meters: \$25,933.07

Respectfully Submitted,

Michael A. Noble
Chief of Police

Case Activity	2016	2017	2018	2019
Total Offenses Committed	895	775	768	791
Felonies	166	137	140	117
Crime Related Incidents	326	323	308	316
Non Crime Related Incidents	500	516	448	436
Total Arrests	222	184	166	159
Protective Custody	31	19	15	24
Juvenile Arrests	1	3	1	1

Department Totals	2016	2017	2018	2019
Incident Reports	862	880	804	785
Arrests	223	184	166	159
Motor Vehicle Stops	3,166	3,942	4131	3591
Citations	1,124	1,566	1532	1265
Warrants	186	144	99	147
Accidents	148	169	147	128
E911 Call Volume	1,828	1,859	1,555	1,468

Calls for Service Report:

Call Reason	Total	Call Reason2	Total2	Call Reason3	Total3
911 Call/Abandoned/ Hang up	216	Fire, Brush	1	Open Door	50
Abandoned MV	2	Fire, Vehicle	1	Serve Paperwork	98
Alarm - Smoke Detector	112	Fire, Structure		Parking Complaint	122
Alarm - Business	90	Fire, Other	26	Property Release	53
Alarm - Residential	45	Field Interview	3	Property Damage	34
Alarm - Carbon Monoxide	18	Odor of Natural Gas	17	Found / Lost Property	171

Animal Complaint	319	Follow Up Investigation	503	Prisoner Released	74
Area Check	11892	Fraud	48	Prisoner Transport	59
Assault	5	Forgery/Uttering/Counterfeit	1	Private Tow / Repossession	4
Assist Citizen	226	General Service	239	Radar Enforcement	1628
Assist Fire Department	1	Hazmat Incident / Spill	2	Serve Restraining Order	70
Assist Police Department	31	Harassing / Harassing Calls	49	Restraining Order Violation	20
Assist Other Agency	39	Hazard	59	Medical Emergency (Overdose)	3
Attempt to Locate	4	ID Check	0	Sudden Death	9
B&E (Motor Vehicle)		Identity Theft	19	Section 12 / Psych. Emergency	32
B&E (Past)	6	Investigation	23	Sex Offenses	5
Bomb Scare		Juvenile Offenses	68	Shoplifting	2
Chemical Hazard Spill/Leak	1	Larceny of a Motor Vehicle	2	Suicide / Threat	8
By-Law Violation	1	Larceny	45	Serve Summons	49
Building Check	121	Locked Out	30	Suspicious Person	73
Court Paperwork Received	178	Locked In	6	Suspicious Vehicle	94
Civil Dispute	26	Medical Emergency	627	Threatening to Commit a Crime	7
Directed Patrol	554	Missing Person	8	Traffic Enforcement	1229
Disturbance	98	Mutual Aid Police	9	Traffic Control	23
Disabled Motor Vehicle	94	MV Accident W / No Injury	90	Trespassing	10
Domestic Disturbance	35	MV Accident W / Injury	20	Traffic Hazard	112
Illegal Dumping	19	MV Accident Property Damage	21	Undesirable	19
Electrical / Wiring Problem	2	MV Complaint	140	Vandalism	22
Escort / Transport	118	MV Accident Hit & Run	35	Serve Warrant	57
Environmental	0	MV Accident Pedestrian	3	Water Problem	26
Explosion / Fire Works	28	Motor Vehicle Stop	3599	Well Being Check	134
Family Matter	36	Noise Complaint	68	Wire/Tree Down	114
Alarm - Box	39	Notification	88		

Total Crimes Report:

Crime	2018	2019
Kidnapping/Abduction	2	1
Forcible Rape	5	1
Forcible Fondling	1	1
Aggravated Assault	24	24
Simple Assault	42	34
Intimidation	19	20
Statutory Rape	2	1
Burglary/B&E	8	11
Larceny (Shoplifting)	2	2

Larceny (Building)	17	9
Larceny (Motor Vehicle)	4	2
Larceny (All Other)	26	21
Motor Vehicle Theft	4	2
Counterfeit/Forgery	11	8
Fraud (False Pretense/Swindle)	13	18
Fraud (Impersonation)	7	15
Destruction of Property)	33	36
Drug/Narcotic Violations	4	18
Bad Checks	3	1
Disorderly Conduct	9	10
Driving Under the Influence	22	29
Drunkenness	17	27
Liquor Law Violation	6	12
Trespass	0	5
All Other Offenses	109	94

PUBLIC SAFETY COMMUNICATIONS

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

Grants

Maynard Public Safety Communications was awarded two State 911 Department Grants. The Support and Incentive Grant (**\$32,439.00**) and the Training Grant (**\$19,539.75**). 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) in order to maintain certification through the State of Massachusetts. This brings the total State 911 Department Grants awarded to Maynard Public Safety Communications to \$51,978.75. The application process was revamped for the current grant cycle, and the

Training Grant is a needs-based application process. As a result of the new process, our award was increased by **\$9,539.75** from the previous year.

Call Volume

There were **1,468** calls received on the 911 emergency lines into Maynard Public Safety Communications. There were **26,185** calls for service for both Police and Fire that were processed through the Maynard Public Safety Communications Center.

Personnel

In 2019, Public Safety Dispatchers Erica Lavalley, Justyne Stewart, Alicia Luther and Joseph MacDonald remain on staff. James McGrath accepted a position as a Maynard Police Officer and attended the Lowell Police Academy. Joseph MacDonald was promoted to a full-time position

upon James McGrath’s departure. Brittany Cormier and Douglas Dow remained on staff as per diem Dispatchers. Dispatchers have a high rate of turnover and we continue to have difficulty staffing the part-time position as more qualified candidates are often interested in full-time positions. This continued in 2019, and we were unable to successfully fill the part-time position.

Going Forward

Maynard Public Safety Communications continues to look toward the future, and possibilities of personnel growth in 2020. In 2019, a proposal was submitted to the Town Administrator to transition the part-time Public Safety Dispatcher to instead a full-time position. The goal is to secure a quality candidate in order to ensure excellent customer service, in addition to financially benefitting the Town of Maynard. We look forward to expanding our staff as the residential and commercial occupancy continues to grow in Maynard, creating a higher demand for Public Safety services.

Respectfully Submitted,

Sarah Finnerty
Communications Supervisor

ANIMAL CONTROL OFFICER

TOTAL NUMBER CALLS HANDLED	566
Complaint Calls	40
Lost Dog Calls	10
Lost Cat Calls	5
Other Cat-related calls	17
Wildlife Calls	83
Miscellaneous Calls	293
Total Animals Picked Up	14 (Includes 1 parakeet, 1 hawk, 12 dogs)
Rabies Clinic Vaccinations	25
Specimens to State Lab for Testing	2 bats, (1 unsatisfactory specimen, 1 negative)
Animal Bites (human/other animal)	25
Quarantine Orders Issued/Released	77
Total Citations Issued	0

Respectfully Submitted,

Jennifer A. Condon
Animal Control Officer/Inspector

FIRE DEPARTMENT

Organizational Updates

2019 was an eventful year for your Maynard Fire Department. We saw some of our firefighters leave for other opportunities, allowing us to hire a few new people. We added Justin Aubert and Daniel Gould to replace Jack Bertonassi and Derek Maskalenko. 2019 also featured the release of our insurance service office (ISO) audit. This audit left Maynard at an ISO Class 3, a very good rating for a community of this size with such limited staffing. We are working hard, and are very confident we will be able to make some changes to get the rating down to a Class 2 in the future. The ISO rating is based on a scale of 1-10 with the lower the number, the better your rating. The ISO rating directly impacts fire insurance rates.





Maynard ISO Ratings: Class 3



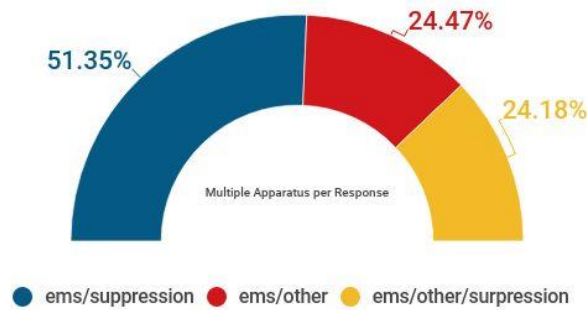
This past year saw us respond to 1,336 emergency incidents, the majority of those falling in the EMS category. This is down from last year but we predict that 2020 will be above 2018 numbers. The chart below demonstrates emergency incidents by year since 2008:

Despite emergency requests for service being down from last year, we still had almost 3,000 total emergency responses with the majority being responses for medical emergencies. A majority of fire department responses involve more than a single piece of fire apparatus, so the responses are more than the emergencies. We expect this number to rise exponentially in the coming years based on community growth.

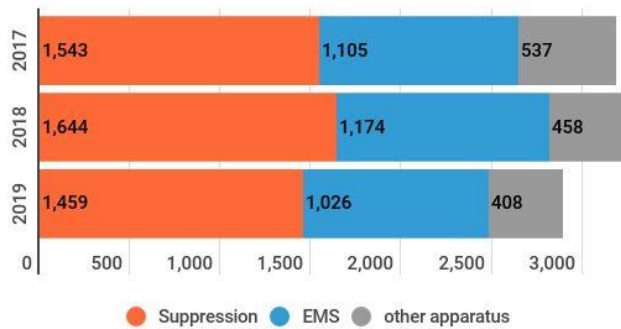
Year	Emergencies	Year	Emergencies
2008	1,328	2014	1,444
2009	1,357	2015	1,501
2010	1,370	2016	1,505
2011	1,354	2017	1,529
2012	1,419	2018	1,504
2013	1,451	2019	1,336



Apparatus Response Totals from 2017-2019



Single Apparatus Response Total 2017-2019



Emergency Medical Services Division

The Maynard Fire Department (MFD) responded to 823 medical calls in 2019, about 60% of our responses. This number represents a drop in volume from the previous year, a trend we do not expect to continue into next year. All 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 staff. 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 and 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.

Inspection/Administrative Services and Maintenance

In 2019 the Maynard Fire Department documented 409 inspections of all types such as smoke and carbon monoxide detectors, oil and propane tank removals and installations, fire alarm and sprinkler systems, and many other categories. The property at 129 Parker Street (Digital Way) is well under construction, so we

expect this number and impact to rise significantly in 2020 and beyond. The chart below shows the increase in inspections over a ten-year period.

Year	Inspections	Year	Inspections
2008	168	2014	258
2009	184	2015	285
2010	198	2016	343
2011	171	2017	396
2012	234	2018	377
2013	264	2019	409



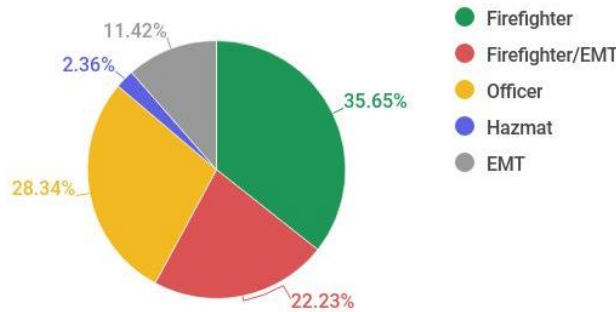
In addition to inspections, the Maynard Fire Department also issues permits for oil burners, tanks, sprinkler systems, fire alarm systems, and many other categories. We also conduct plans reviews of proposed sites for new projects and major changes to existing ones, sprinkler system and fire alarm installations, 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 in an effort to keep equipment ready for service.

Training

In 2019, Maynard Firefighters documented 868 in-house training events accounting for over 3,832 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. Captain Michael Parr has made great strides with our training program since taking over in 2019 and we expect even more improvement next year!



2019 Training Summary



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. This year we completed most of a public safety radio system upgrade. This upgrade allowed the police and fire departments to utilize the same bandwidth for the first time in many years. Now police and fire units can talk directly with each other without needing to switch radios. The police received new mobile radios and portables. The fire department received a few new portables and mobile data terminals. This increases communication capability is crucial for public safety to work together as one team when called upon. This upgrade also included replacing the fire department radio repeater which was damaged over the summer, most likely by lightning.

Public Education

In 2019, the Maynard Fire Department continued its mission of providing safety-related, educational experiences for all of 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 gave Maynard Firefighters the opportunity to educate Maynard schoolchildren. The second grant allowed Maynard Firefighters to present to our older adults. Both of these audiences allow us to share valuable life safety tips and techniques to keep our most vulnerable citizens safer. These funds



helped with all of our efforts throughout the year. Maynard Firefighters are committed to providing public education in other areas as well. Additional programs and events that the Maynard Fire Department participated in or sponsored were a simulated motor vehicle accident, Youth Public Safety Day, and our annual open house. The simulated motor vehicle accident was presented to Maynard High School students in May to demonstrate the dangers of distracted or impaired driving. The Youth Public Safety Day was conducted in conjunction with the Middlesex County Sheriff's Office, the Maynard Police and the Boys and Girls Club of Maynard, to give children an overview of public safety activities. We had our

annual open house during the downtown Maynard Fest Festival and were fortunate enough to connect with dozens of Maynard families. In 2019 the Maynard Fire Department Public Education Program was able to reach over 500 of our more experienced residents by participating in the senior luncheon sponsored by the Council on Aging. Maynard Firefighters were in the schools quite a bit in 2019 allowing us to educate 924 school-aged children, including 100% of students from pre-kindergarten to the fourth grade. This past year we were able to recognize a local young hero who displayed courage and calm in helping to notify first responders when his grandmother was choking.

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 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. This year we also developed a new leak in the roof which, for the time being, appears to be under control. We used funding from two different grants to purchase some much-needed equipment at the fire station that can be moved to a new facility in the future. We also used funds to upgrade/repair the existing fire alarm system in the fire station to help protect our firefighters in the event of a fire.

In 2019 we saw an increase in our apparatus repair needs.

Car 9, our current ambulance spent a considerable amount of time out of service and multiple repairs have been completed. We are expecting to purchase a new ambulance next year and move Car 9 to reserve status. We also needed to complete multiple repairs on Engine 2 involving the electrical system and water pump. These repairs have been completed and we are confident the issues will not re-occur. 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	Car 9	2013 F-450, Chassis with OSAGE patient compartment

<i>Ladder 1</i>	2017 E-One Aerial with 1500 GPM Pump (Quint)	Car 10	2013 Fore Explorer with command car set-up
<i>Marine 1</i>	Rescue Boat		



The Future

Based on our strategic plan, major initiatives moving forward are training firefighters to the Paramedic level, seeking accreditation through the Center for Public Safety Excellence, building a new, safe and modern fire station, continuing to build on and expand existing programs for fire prevention and public education. The accreditation process is designed to ensure fire departments are following industry best practices and are meeting benchmarks established by national

consensus standards. We are committed to continuing to provide Maynard residents with the highest level of service possible in a cost-effective manner. We hope to see support for a new fire station shortly as the current building is well beyond its expected useful life.

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 Board of Selectmen, as well as all Town Hall 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 manmade. Maynard's emergency management plan was updated in 2018 and 2019 and has been accepted by the Massachusetts Emergency Management Agency (MEMA), and the Maynard Board of Selectman. We will conduct annual reviews to see if updates are needed and make those changes as necessary. In 2019 we made the switch to a new town-wide notification system. We moved away from Blackboard and engaged the services of Hyper-Reach. We are still in the process of working out kinks, but feel this new system will provide many benefits moving forward.



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 2019 we opened up a few cooling centers during a hot stretch over the summer. Cooling or warming centers do not accommodate overnight stays. Throughout the year, with the assistance of our Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC) Executive Committee, we continued to work on establishing Shelter plans, reaching out to Community groups offering education and opportunities to be involved and seeking funding to continue to make our community more resilient. 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, and Executive Assistant Stephanie Duggan for their assistance and dedication to supporting and coordinating 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'd 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.

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 note of the following number: (978) 897-1332.

Respectfully submitted,

Anthony Stowers
Fire Chief/EMD

Public Works

ADMINISTRATIVE DIVISION

Administrative Staff:

Aaron Miklosko, January – May 2019	Director of Public Works
Justin DeMarco, September 2019 – Present	Director of Public Works
Marie Morando	Administrative Assistant
Deb Mealey	Department Assistant
Wayne Amico (VHB)	On-call Engineer

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 manor. 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 pubic shade trees; maintenance of municipal buildings.

The Department of Public Works went through a transition period during the spring and summer of 2019 with the departure of Aaron Miklosko, Director of Public Works, and then interim director Tim Mullally. We were very excited to welcome Justin DeMarco, who comes to us from the City of Marlborough, where he worked for 15 years in various capacities. Justin resides in Hudson with his wife and two children.

The town and the Department would like to take this opportunity to thank Aaron for his years of dedicated service to the town and to his employees. We would also like to thank Tim Mullally who stepped up to the plate when asked by the administration to keep the Public Works Department on track while they searched for a new director. 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 Board of Selectmen, and the cooperation that exists between Town departments.

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. During the transition Wayne Amico worked tirelessly on many projects and was a fixture in Town Hall.



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

<u>Hours of Operation:</u>	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/>

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 for five years with the option for additional two years.

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 DPW also operated the seasonal Recycling Drop-Off Center six times during 2019. At the drop-off center residents are able to dispose of items such as tires, appliances, etc. Once a year the town hosts hazardous waste day, brush shredding and paper for shredding.

Additional recycling programs include mercury reduction, button cell batteries and florescent bulbs. Residents may bring button cell batteries to the Council of Aging Offices at 50 Brown Street and florescent bulbs to the administrative offices of Public Works in Town Hall for disposal.

HIGHWAY DIVISION

Highway Staff:

Joe Foster.....	Highway Foreman
Matt Tuomi.....	Special Equipment Operator
Tom Palola.....	Lead Mechanic
Michael Conroy.....	Skilled Laborer
Shaun Dickerson.....	Skilled Laborer
James Ferguson.....	Skilled Laborer
Craig Gonsalves.....	Skilled Laborer

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.

In 2019, the following highway paving and sidewalk construction projects were completed:

- Summer Street was completed with all new concrete sidewalks.
- Great Road – sidewalks on both sides from Winter Street and paving on the upper portion of Great Road
- The following streets were paved during this construction season:
 - Acton Street
 - Brown Street
 - Mockingbird Lane
 - Nason Street
 - Mill Street

During 2019, the following Public Works projects were completed:

- 129 Parker Street – upgrades to the sewer lines and all streets were paved that were affected
- Informational Kiosks ordered and installed
- Veterans Memorial Park – ramp and performance were installed by a contractor under the supervision of the department and the engineer
- Installation of bike racks

- The completion of the to the Old Marlboro Road Water Treatment Plant upgrade.
- The completion of the sidewalk improvement project on Summer Street.
- Water Treatment Plants – communication improvements.

Street and Sidewalk Sweeping

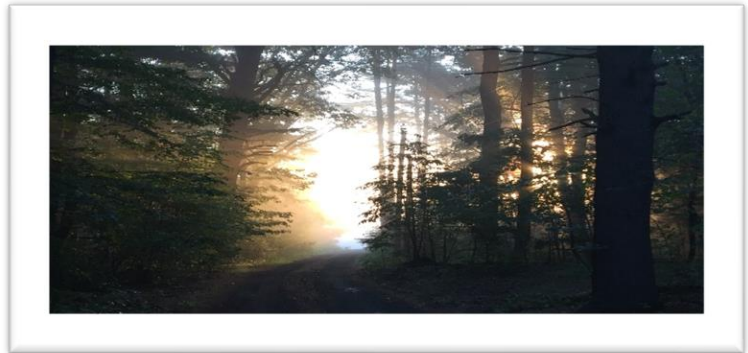
All sidewalks are cleaned of winter sand and debris, all roadways, parking lots and schools are swept twice during the year. The street sweeper is a tremendous asset to our fleet. Not only does street sweeping play a role in maintaining the cleanliness of public spaces, is necessary to ensure the Town maintains compliance with National Pollutant Discharge Elimination System regulations and Clean Water Act requirements.

Cleanup programs sponsored by various civic organizations are supported by this Department.

Traffic Signs, Street Name Signs and Line Painting

The DPW administers a Sign Replacement Program, through which signs are replaced as needed. The DPW works closely with Town Administration and the Police department to address signage needs. During the end of 2019 the town formed a parking authority committee which the Director is a member.

Crosswalks are painted yearly throughout town. Road marking are repainted in the spring or early summer and maintained as needed. Yellow center lines and white fog lines on public roadways are also painted in once during the summer.



Street Light Maintenance

The Department of Public Works has contracted with Coviello Electric to replace or repair all of the LED fixtures. The Town encourages residents to notify the Department of Public Works Administrative office of any street lights that are not functioning or in need of maintenance.

Snow and Ice Control

The Highway Division provides winter snow and ice maintain 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 75 inches of snow, and used 1200 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 53 pieces of equipment registered in our fleet which include trucks, loaders, backhoes, sidewalk plows, vacuum/jet truck, brush chippers etc. The equipment is maintained to the highest level possible.

Working together with the Board of Selectmen and Town Administration, the department has developed a program for tracking and upgrading the fleet as part of the capital improvement plan.

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 900 catch basins and selected drain lines were mechanically cleaned in 2019. During 2019 the highway division repaired 10 catch basins.

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.

MS4 Permitting

The town contracted with VHB to handle the MS4 permitting and reporting during 2019. The following are a list of tasks that were completed.

- Filing of the MS4 annual report in September 2019
- Existing drainage system outfall mapping
- Compiled all GIS data layers into one map
- Corrected errors in data fields and improved data organization
- Added outfall numbers correlating to numbering convention in Utility Cloud
- Created inspection forms and data schema for outfalls
- Created a web map and collector app for mobile data collection
- Created layer for stormwater treatment systems. Georeferenced Maynard HS design plans to add stormwater BMP points to the datalayer
- Dry Weather Outfall Screening
- Inspected 67 outfalls, sampled at 10 where flow was observed
- Meet with the MS4 team to discuss findings and next steps
- Training of DPW and Town Staff on current MS4 permit and requirements and good housekeeping practices
- Draft Operation and Maintenance plan
- General Compliance and Planning
- Prepared compliance task lists and a spreadsheet for tracking compliance information for the annual report due in September
- Provided guidance and MassDEP polices for DPW operations and pollution prevention practices
- Presented to the Board of Selectmen
- Town of Maynard Stormwater Bylaw review for compliance with new MS4 permit
Reviewed current bylaw and regulations for compliance with MS4 permit requirements
- Provided guidance and reviews for proposed by law revisions and Town Meeting warrant article

CEMETERY & PARKS DIVISION

Parks and Cemetery Staff:

Marc Currier	Cemetery & Parks Foreman
Jacob Doughty	Skilled Laborer
Joseph Parker	Skilled Laborer

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. The Cemetery and Parks division also assists with School Department with the maintenance of the Alumni Field complex and other school grounds. This division also maintains municipal building grounds and open spaces Town-wide as well as providing forestry maintenance.

Glenwood Cemetery

Glenwood Cemetery is comprised of approximately 25 acres of land. During 2019 the cemetery had 49 full burials and cremations. The administrative office and the cemetery foreman work with funeral directors and residents to plan funeral arrangements and carry out interment and committal services.

During the 2019 construction season the town was pleased to pave the upper portion of the Cemetery and will continue in 2020 to loam and seed affected areas that were disturbed due to the paving.

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 to Cemetery By-laws. The Cemetery Division installs G.I. Markers for our Veterans; the Veterans Administration supplies the G.I. Markers.

Tree Trimming and Removals

The Cemetery and Parks Division of Public Works is responsible for the maintenance of all public shade trees. During 2019 the Town removed and pruned many trees that were deemed a public safety hazard by the Town’s Tree Warden. Christmas trees were dropped off at the Boys and Girls Club for disposal during the month of January. In 2019 the DPW chipped over 1,296 Christmas trees.

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, parks and numerous small open spaces throughout town. The 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.

Roadside Vegetation Maintenance

The Cemetery and Parks Division controls vegetation growth on the sides of roads. Cutting brush along our roads allows for greater visibility, which helps to make our roads safer for vehicular traffic.

The DPW asks all residents for their cooperation in assuring that plantings located on or adjacent to private property do not interfere with the use of sidewalks or obstruct the vision of motorists.

WATER AND SEWER DIVISION

Water and Sewer Staff:

Tim Mullally.....	Water and Sewer Foreman
John DeMars.....	Operator
Nathan Dee.....	Operator
Michael Hatch.....	Secondary Operator

Charlie Dismuke retired in June 2019 after 15 years, 11 months and two weeks of service with the town at the Waste Water Treatment Plant and the Water Sewer Division. The department wishes him a healthy and long retirement with his family as they have all relocated to Texas.

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 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 Pumping Records in Gallons				
	Old Marlboro	Well 4	Rockland	Totals
January	0	6741567	12335227	19076795
February	2032018	4167374	10265443	17364834
March	6110700	2902764	11129360	20142824
April	4964222	4964222	9705570	19310605
May	7526234	4318668	11488233	23330125
June	7534852	5136435	11457932	24129219
July	4683225	7774123	13712851	26170199
August	4494435	7125947	13494289	25114671
September	5715064	5328788	12062669	23106521
October	5889919	4658202	10691059	21239180
November	5318014	3986905	9017622	18322541
December	2449401	5563636	11526892	19539929

TOTALS:	57294675	62668630	136887137	66850442
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Water Distribution

The Town has approximately 70 miles of water mains ranging from two 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 2019 the DPW responded to and repaired eight water main breaks.

Hydrant Maintenance and Replacement

The Water & Sewer Division flushes fire hydrants regularly as part of the PWS distribution flushing program. During 2019, six hydrants were replaced and four 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 4,100 water services connected to the distribution system. Water and sewer bills are sent out on a quarterly basis as well.



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 2019, the Department responded to twelve emergency sewer blocks. 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.

WASTEWATER TREATMENT PLANT

The Wastewater Treatment Plant processes all inflow from the sewer collection system and is responsible for ensuring that all effluent discharged into the Assabet River meets all EPA and DEP requirements. Maynard uses a phosphorus removal system that chemically binds the phosphorus in the solids.

During the last twelve months the facility processed over 345.93 MG of sewer inflow.

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 second year of this current contract.

The 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 7 days a week and it is monitored remotely (on site 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.

Veolia Water North America currently operates and maintains the Maynard WWTF under the management of the Department of Public Works. During the past 3 years, Veolia, in coordination with the Town of Maynard, has implemented a thorough preventative maintenance program to deal with the major equipment and aging infrastructure issues of the facility. Repairs have been performed on almost every aspect of the facility as well as ensuring that critical spare parts are on the shelf. Preventative maintenance programs are being followed, and contingency plans are in place to deal with any weather or other type of emergency situation that should arise. Upgrades in the facility have been performed on the following systems: disinfection, instrumentation and alarm, scum removal, fire alarm, air handling, security, samplers, chemical distribution, and infrastructure. These upgrades were performed to maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit that is issued by the EPA and DEP. The facility received a new NPDES permit in July of 2019.

During the last twelve months the facility processed over 357.60 Million Gallons of sewage and sent 368.82 dry tons of sludge to Greater Lawrence Sanitary District. Maynard is required by its 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 2019, out of approximately 2200 permit

required samples, the Maynard WWTF had **zero** NPDES violations.

FACILITIES DIVISION

Facilities Staff:

Tim Goulding, January 2019 – June 30, 2019	Assistant Facilities Director
Kyle Brainard	Lead Custodian
Jamie Justason	Lead Custodian
Walter Ignachuck	Lead Custodian
Anthony Savard	Lead Custodian
Jim Maria	Custodian
Robert Murphy	Custodian
Chuck Genetti	Custodian
Josh LaFrance	Custodian
John Barbagallo	Custodian
Sean Kelly	Custodian
John Ballard	Custodian
Danny Stevens	Custodian
Walter Predergast	Custodian
Javier Mendoza	Custodian
Ed Sokolowski	Custodian

The Facilities Division is responsible for facilities planning and the maintenance of all Town-owned buildings, including municipal and school facilities.

At the end of June 2019, Tim Goulding left his position as Assistant Facilities Manager to spend more time with his family. Tim was an outstanding employee who was always ready to help any department in the town or at the school. We wish him the best. We would also like to thank Kyle Brainard, Head Custodian, who along with his regular duties has helped the Public Works Department with all of the Assistant Facilities Manager’s responsibilities. We thank Kyle for his hard work over the summer and fall of 2019 and he will continue to help with all aspects of this position.

The Facilities Division oversees the planning and maintenance of all municipal facilities including Town and school facilities.

The Facilities Division works with both Town and school departments to implement preventative maintenance activities in an effort to enhance the Town’s ability to support the needs of the community. In addition to routine maintenance activities, the department oversees capital asset management, the scheduling and monitoring of building renovations and repairs, and assists with planning for new construction.

The Facilities Division manages the Town’s Energy Reduction Plan which includes monitoring utility usage and implementing energy conservation measures to support the Town’s Green Communities designation. The Facilities Department works closely with the Maynard Emergency Management Agency and the Local Emergency Planning Committee providing support and logistics through emergency preparedness activities and during shelter operations.

Municipal Facilities

- Replacement of the rooftop Air Conditioning unit with the inside unit at the Police Station
- Annual inspection for Town Hall and the Police Station emergency lighting
- Annual inspection of the fire extinguishers for Town Hall and the Police Station
- Antenna upgrade for the Police and Fire radios
- Repairs to steam boiler at 12 Bancroft Street (Coolidge School)
- New carpet for Maynard Public Library Roosevelt Conference Room
- Co2 detection system install for Fire Department – 1 Summer Street
- Yearly state inspections of the Town Hall and Maynard Library elevators
- Installation of new water bubbler and filtered bottle filling station at Town Hall (lower level)
- Replacement of control board for the generator at the Fire Department
- Annual inspection of the generator at the Police Station and Town Hall
- Sprinkler testing at all town owned buildings
- Installation of bike racks at Town Hall in the front of and back of the building
- Annual testing of fire alarm and fire extinguishers for water plants and waste water treatment plant
- Help with a school run program to weed and plant outside of the Town Hall and Police Station along with spreading bark mulch

School Facilities

- Annual and bi-annual testing of fire alarm systems for all three schools
- Annual testing of fire extinguisher for all three schools
- Testing, cleaning and inspection of all kitchen exhaust hoods
- Maynard High School – upgrades to police and fire radio system
- Maynard High School – exhaust fan motor replacement for kitchen
- Fowler Middle School – Green Communities LED lighting upgrades
- Fowler Middle School – Pull down projection screen installed in Library
- Green Meadow School – Green Communities LED upgrade, hallways and classroom (88’ wing)
- Green Meadow School Asbestos removal for entire pre-k hallway and classrooms
- Green Meadow School – Cleaning and removal to storage pods of all classroom furniture
- Green Meadow School – removal of all possible asbestos containing items from classrooms
- Green Meadow School – moving of classrooms out of pre-k wing to different parts of the Green Meadow until wing is ready to be reopened
- Green Meadow School – Contractor installed new ceiling track, new tile was installed by town personnel
- Green Meadow School – painted all doors and walls in the pre-k wing, hallway and classrooms
- Green Meadow School – Moved all items in storage pods back into classrooms
- Green Meadow School – Installed 52 air purifiers in all classroom and offices
- Green Meadow School – New ceiling track and ceiling tile for Hallway along Café’
- Green Meadow School – Updated new fire alarm system in pre-k wing due to asbestos abatement
- Green Meadow School – New LED lighting installed in the hallway and kindergarten rooms
- Green Meadow School – uni-vent deep cleaning and filter upgrade
- Green Meadow School – Roof repairs to pre-k hallway and classrooms
- Green Meadow School – Repair of all classroom exhaust fans for 8 classrooms 7A-7H

- Green Meadow School – Asbestos abatement of boiler room and basement air handler unit
- Green Meadow School - New connector of flex joint for basement air handler unit
- Green Meadow School - Removal of wooden dividers for computer lab in library
- Green Meadow School – Sprinkler repairs for piping in gym
- Green Meadow School – Cleaning and removal of leaves and organic materials from pit outside boiler room entrance
- Green Meadow School – Repairs to uni-vents, motors, valves control sensors and wall thermostats
- Green Meadow School – Repairs door throughout the school per request of the fire department
- Green Meadow School – Repairs to the PA speaker system from construction project in the pre-k wing
- Green Meadow School – installed new student sinks in all classrooms affected by the pre-k wing project
- Green Meadow School – Fix/repair gutters and down spouts outside Library
- Green Meadow School – bring in new bark mulch for playground
- Green Meadow School - Supply volunteers with tools and supplies for Green Meadow clean up and beautification
- Green Meadow School – Clean courtyard of leaves and debris, extra attention paid to air intake areas
- Green Meadow School – Clear roof and debris, in corners and around roof drains
- Green Meadow School – Replace broken glass in classroom door, and exterior window
- Green Meadow School – Repairs done to shingled pitched roof (88 wing)

The Department of Public Works would like to thank the Board of Selectmen, Town Administration, Town Departments, and all Town and School Employees who have assisted the Department over the past year. A special thank you to the men and women of the Department of Public Works for all the work they do to make Maynard a safe community.

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 2019.



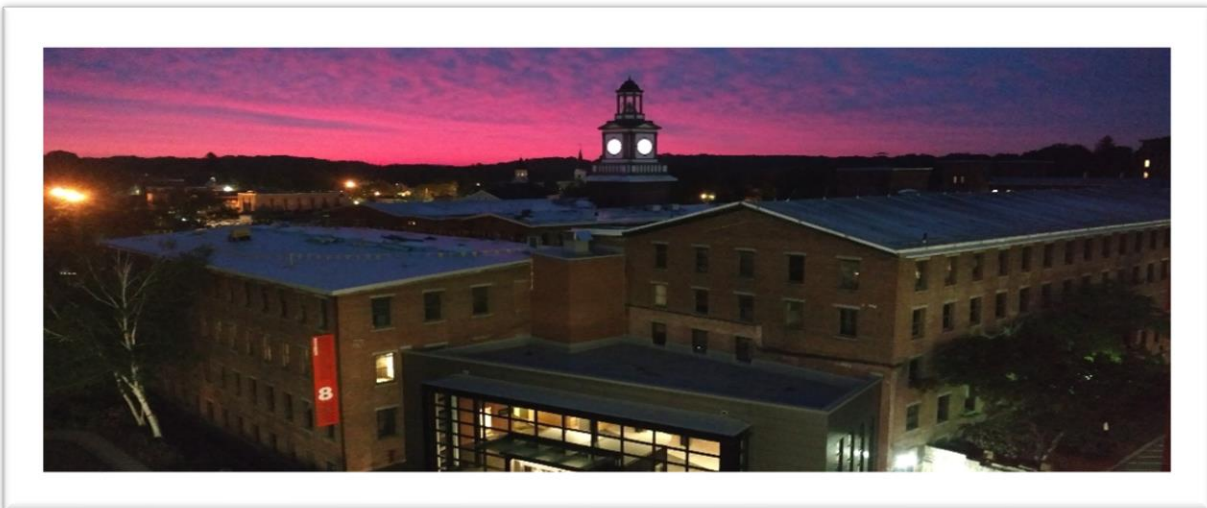
The golf season got off to a very wet start and the pond on hole #4 flooded the 4th fairway well into May. Starting in late May the weather broke and we had a very good summer and early fall for golf play. The course closed right after Thanksgiving with early snowfall.

- **Greens Fees** – Greens fees were up 11.5% compared to the previous year due to better golf weather.

- **Cart Fees** – Cart fees were up 1.2% compared to the previous year.
- **Season Passes** – Season passes were up 2.5% compared to the previous year.
- **Pro Shop** – Pro shop sales were down 10.7% compared to the previous year.
- **Leagues** – League play held steady to previous year along with the addition of a new “fun league” on Friday nights.
- **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 in the Fall and had a very strong year making it to the playoffs under 3rd year coach Kelly Mills.
- **Bar** – Beer and Liquor revenue was down 17.5% compared to previous year.
- **Function** – Function revenue held steady compared to the previous year.
- **Capital Projects** – New forward tee was built on hole #3. Two irrigation controllers were replaced. New guard rails were installed on the cart paths on #2 and #9. New carpet was installed in the entrance to the ladies’ room. The men’s bathroom was updated.

Respectfully Submitted,

Brad Durrin, PGA
GM Sterling Golf Management, Inc.
Maynard Golf Course



Finance

FINANCE DIRECTOR'S REPORT - FINANCIALS

Town of Maynard Combined Balance Sheet Year Ended June 30, 2019											
	General	Special Revenue	Comm Preservation	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	3,609,048.92	2,435,749.15	814,941.69	931,703.57	8,143,347.38	821,357.89	871,188.39	1,493,587.78	445,713.85		19,566,638.62
Petty Cash	250.00										250.00
Receivables:											
Personal Property Tax	34,765.84										34,765.84
Real Estate Tax	294,064.56										294,064.56
Allowance for Abatements	(879,373.90)										(879,373.90)
Tax Liens Receivable	807,672.43		1,873.21			9,997.13		5,420.03			824,962.80
Tax Foreclosures	-										-
Deferred Taxes Receivable	129,597.88										129,597.88
Motor Vehicles Excise	318,914.32										318,914.32
User Charges						238,257.40		391,099.53			629,356.93
Other Receivables		53,266.36	2,194.03								55,460.39
Utility Liens Added to Taxes						862.35		(262.45)			599.90
Amounts to be Provided - Bonds - GENERAL										24,713,750.00	24,713,750.00
Amounts to be Provided - Bonds - WATER										2,999,000.00	2,999,000.00
Amounts to be Provided - Bonds - SEWER										8,729,589.52	8,729,589.52
Amounts to be Provided - Bonds - CPA										895,000.00	895,000.00
TOTAL ASSETS	4,314,940.05	2,489,015.51	819,008.93	931,703.57	8,143,347.38	1,070,474.77	871,188.39	1,889,844.89	445,713.85	37,337,339.52	58,312,576.86
Liabilities and Fund Equity:											
Liabilities:											
Warrants Payable	-										-
Accrued Payroll Payable	827,080.29										827,080.29
Other Liabilities	296,035.83										296,035.83
BAN Payable											-
Deferred Revenue - PP & RE	(550,543.50)										(550,543.50)
Deferred Revenue - Deferral RE Tx Ch	129,597.88										129,597.88
Deferred Revenue - Tax Liens	807,672.43										807,672.43
Deferred Revenue - Foreclosures	-										-
Deferred Revenue - MV Excise	318,914.32										318,914.32
Deferred Revenue - Ambulance Receipts		53,266.36									53,266.36
Deferred Revenue - Water User Charges						238,257.40					238,257.40
Deferred Revenue - Water Liens						9,997.13					9,997.13
Deferred Revenue - Sewer User Charges								391,099.53			391,099.53
Deferred Revenue - Sewer Liens								5,420.03			5,420.03
Deferred Revenue - Comm Preservation			4,067.24								4,067.24
Deferred Revenue - Performance Bonds					253,094.82						253,094.82
Deferred Revenue - Guaranteed Deposits					3,875.00						3,875.00
Deferred Revenue - Util Liens Added to Taxes						862.35		(262.45)			599.90
Long Term Debt Liability - Bonds - GENERAL										24,713,750.00	24,713,750.00
Long Term Debt Liability - Bonds - WATER										2,999,000.00	2,999,000.00
Long Term Debt Liability - Bonds - SEWER										8,729,589.52	8,729,589.52
Long Term Debt Liability - Bonds - CPA										895,000.00	895,000.00
TOTAL LIABILITIES	1,828,757.25	53,266.36	4,067.24	-	256,969.82	249,116.88	-	396,257.11	-	37,337,339.52	40,125,774.18
Fund Equity:											
F/B Reserved for Encumbrances	385,938.98					422,394.00		366,061.00			1,174,393.98
F/B Reserved for Expenditures	50,000.00		365,713.50								415,713.50
F/B Reserved for Bond Premiums	414,177.11		-								414,177.11
F/B Designated	39,372.47		242,628.98								282,001.45
F/B Undesignated	1,596,694.24	2,435,749.15	206,599.21	931,703.57	7,886,377.56	398,963.89	871,188.39	1,127,526.78	445,713.85		15,900,516.64
TOTAL FUND EQUITY	2,486,182.80	2,435,749.15	814,941.69	931,703.57	7,886,377.56	821,357.89	871,188.39	1,493,587.78	445,713.85	-	18,186,802.68
TOTAL LIABILITIES & FUND EQUITY	4,314,940.05	2,489,015.51	819,008.93	931,703.57	8,143,347.38	1,070,474.77	871,188.39	1,889,844.89	445,713.85	37,337,339.52	58,312,576.86

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Receipts Reserved for Appropriation - Year Ended June 30, 2019								
			<u>7/1/2018</u>					
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FUND BAL</u>	<u>FY2019</u>	<u>FY2019</u>	<u>AJES &</u>	<u>6/30/2019</u>	
			<u>FWD</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>	<u>Cash</u>
3017.0000.359000	Ambulance Receipts Reserved	FIRE	373,093.70	229,082.79		(295,000.00)	307,176.49	307,176.49
3021.0000.359000	Sale of Cemetery Lots	DPW	79,122.60	3,260.00			82,382.60	82,382.60
3025.0000.359000	Comcast Cable Peg Access	SEL	259,938.95	107,105.54	33,504.00	(142,911.00)	257,637.49	257,637.49
3026.0000.359000	Verizon Peg Access	SEL	365,378.54	121,772.71	33,504.00	(142,910.00)	377,745.25	377,745.25
3057.0000.359000	Enterprise Water Prem - 20 YR	WAT		3,142.95			3,142.95	3,142.95
3058.0000.359000	Enterprise Water Prem - 10 YR	WAT		16,086.13			16,086.13	16,086.13
3059.0000.359000	Enterprise Sewer Prem - 20 YR	SEW		6,297.22			6,297.22	6,297.22
TOTALS			1,077,533.79	486,747.34	67,008.00	(580,821.00)	1,050,468.13	1,050,468.13
			1,077,533.79				1,050,468.13	
Special Funds - Fund Balance								
Receipts Reserved for Approp			1,077,533.79				1,050,468.13	
Revolving Funds			1,064,683.03				641,690.97	
Special revenue Funds			558,662.85				432,926.61	
State Grants			344,395.76				350,325.51	
Federal Grants			21,548.34				(39,662.07)	
			3,066,823.77				2,435,749.15	2,435,749.15
Special Funds - Cash								
Receipts Reserved for Approp			1,077,533.79				1,050,468.13	
Revolving Funds			1,064,683.03				641,690.97	
Special revenue Funds			558,662.85				432,926.61	
State Grants			344,395.76				350,325.51	
Federal Grants			21,548.34				(39,662.07)	
			-				-	
			3,066,823.77				2,435,749.15	2,435,749.15

Town of Maynard | 2019 Annual Report

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Revolving Funds - Year Ended June 30, 2019									
			7/1/2018						
			FUND BAL	FY2019	FY2019	FY2019	AJES &	6/30/2019	
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL	Cash
3000.0000.359000	Revolving-School Lunch	SCH	133,299.33	507,073.83	(5,743.33)	(624,595.63)	-	10,034.20	10,034.20
3001.0000.359000	Revolving-Recreation 53D	REC	13,188.89	2,939.21	(4,000.00)	(7,975.45)	-	4,152.65	4,152.65
3002.0000.359000	Revolving-Disposal 53E 1/2	MUN	4,358.55	7,129.29	(4,993.66)	(2,765.00)	-	3,729.18	3,729.18
3003.0000.359000	Revolving-Planning Board 53E 1/2	MUN	352.50	1,579.38	-	(1,931.88)	-	(0.00)	(0.00)
3004.0000.359000	Revolving-Community Ed (EXCEL)	SCH	182,012.46	667,352.99	(553,779.21)	(192,301.01)	-	103,285.23	103,285.23
3005.0000.359000	Revolving- School Preschool	SCH	20,424.12	173,846.08	(161,904.68)	(14,274.52)	-	18,091.00	18,091.00
3006.0000.359000	Revolving-Athletic	SCH	8,473.85	11,713.07	(4,852.20)	(14,934.93)	-	399.79	399.79
3007.0000.359000	Revolving-Food Service Permits 53 1/2	MUN	20,904.40	10,585.00	(10,420.00)	(8,368.48)	-	12,700.92	12,700.92
3010.0000.359000	Revolving-COA Van Service 53E 1/2	COA	(16,634.85)	159,520.78	(101,249.77)	(33,582.79)	-	8,053.37	8,053.37
3011.0000.359000	Revolving-Coolidge School	SEL	16,504.03	-	-	(8,625.43)	-	7,878.60	7,878.60
3012.0000.359000	Revolving-Alternative Student Program	SCH	60,608.75	69,640.73	(9,411.83)	(64,912.28)	-	55,925.37	55,925.37
3013.0000.359000	Revolving-School Facilities Rental	SCH	54,441.18	35,872.79	(14,515.59)	(59,766.18)	-	16,032.20	16,032.20
3014.0000.359000	Revolving-Wetlands Protection Act 53F	CONS	33,517.12	1,035.00	-	(305.00)	-	34,247.12	34,247.12
3019.0000.359000	Revolving-Electrical Inspector 53E 1/2	MUN	31,991.47	54,528.00	(9,220.00)	(27,239.00)	-	50,060.47	50,060.47
3020.0000.359000	Revolving-Plumbing & Gas 53E 1/2	MUN	27,772.98	88,710.00	(56,313.50)	(3,673.50)	-	56,495.98	56,495.98
3022.0000.359000	Revolving-BOH Flu Clinic 53E 1/2	MUN	7,264.15	694.95	(3,162.83)	-	-	4,796.27	4,796.27
3027.0000.359000	Revolving-School Choice	SCH	240,675.56	357,545.00	-	(521,726.61)	-	76,493.95	76,493.95
3030.0000.359000	Revolving-Wetlands Bylaw Fee 53E 1/2	CONS	18,582.02	1,095.00	-	-	-	19,677.02	19,677.02
3032.0000.359000	Revolving-Weights & Measures - 53E 1/2	MUN	(1,055.00)	2,645.00	-	(2,000.00)	-	(410.00)	(410.00)
3041.0000.359000	Revolving - Municipal Permitting 53E 1/2	MUN	7,281.00	15,520.00	-	(8,026.75)	-	14,774.25	14,774.25
3042.0000.359000.0118	Revolving - Keene Ave 53G	MUN	(959.97)	1,500.00	-	(500.00)	-	40.03	40.03
3042.0000.359000.0119	Revolving - Waltham 53G	MUN	928.01	-	-	(928.01)	-	(0.00)	(0.00)
3042.0000.359000.0124	Revolving - 129 Acton Street	MUN	4,812.57	-	-	(1,342.70)	-	3,469.87	3,469.87
3042.0000.359000.0126	Revolving - Phase 1 Mill & Main	MUN	-	2,181.13	-	(2,180.13)	-	1.00	1.00
3042.0000.359000.0127	Revolving - Mill & Main	MUN	-	-	-	-	-	-	-
3042.0000.359000.0129	Revolving - 129 Parker	MUN	20,757.12	-	-	(13,756.11)	-	7,001.01	7,001.01
3042.0000.359000.0130	Revolving - 109 Powder Mill Road	MUN	723.85	-	-	(723.85)	-	(0.00)	(0.00)
3042.0000.359000.0133	Revolving - 213 Main Street	MUN	647.50	-	-	-	-	647.50	647.50
3042.0000.359000.0139	Revolving - 173 Main Street	MUN	3,248.41	-	-	(2,345.34)	-	903.07	903.07
3042.0000.359000.0140	Revolving - 170 Main Street	MUN	2,291.09	9,500.00	-	(11,373.12)	-	417.97	417.97
3042.0000.359000.0141	Revolving - 42 Summer Street	MUN	5,260.00	7,826.86	-	(12,752.80)	-	334.06	334.06
3042.0000.359000.0142	Revolving - 115 Main Street	MUN	5,042.50	10,195.69	-	(11,624.60)	-	3,613.59	3,613.59
3042.0000.359000.0143	Revolving - 31 Main Street	MUN	-	5,000.00	-	(3,429.45)	-	1,570.55	1,570.55
3042.0000.359000.0144	Revolving -142 Main Street	MUN	-	5,570.00	-	(5,570.00)	-	-	-
3042.0000.359000.0145	Revolving -115 Main Street	MUN	-	7,380.00	-	(7,380.00)	-	-	-
3042.0000.359000.0146	Revolving - 17-21 Summer Street	MUN	-	5,000.00	-	-	-	5,000.00	5,000.00
3042.0000.359000.0147	Revolving - 17-21 Summer Street	MUN	-	2,500.00	-	-	-	2,500.00	2,500.00
3042.0000.359000.0148	Revolving - 24 Main Street	MUN	-	5,000.00	-	(3,215.11)	-	1,784.89	1,784.89
3042.0000.359000.0149	Revolving - 21 Main Street	MUN	-	700.00	-	-	-	700.00	700.00
3042.0000.359000.0150	Revolving - mass Wellspring	MUN	-	2,500.00	-	(1,930.00)	-	570.00	570.00
3045.0000.359000	Revolving - Planning Board	MUN	688.70	-	-	-	-	688.70	688.70
3047.0000.359000	Revolving - Tax Title Collection (C60/15B)	TREA	(3,211.28)	37,535.03	-	(32,368.57)	-	1,955.18	1,955.18
3048.0000.359000	Revolving - Fire Communication	FIRE	-	-	-	-	-	-	-
3049.0000.359000	Revolving - Student Fee Revolving	SCH	(4,412.84)	104,911.00	(23,787.14)	(76,905.65)	-	(194.63)	(194.63)
3050.0000.359000	Revolving - Foreign Exchange	SCH	100,804.06	17,476.20	(882.00)	(87,205.89)	-	30,192.37	30,192.37
3051.0000.359000	Revolving - Spanish Immersion	SCH	2,625.80	7,340.00	(6,016.00)	(1,650.05)	-	2,299.75	2,299.75
3052.0000.359000	Revolving - School Transportation	SCH	61,475.00	77,045.00	(5,000.00)	(61,030.00)	-	72,490.00	72,490.00
3055.0000.359000	Revolving - Recreation 53E 1/2	REC	-	9,288.49	-	-	-	9,288.49	9,288.49
	TOTALS		1,064,683.03	2,487,475.50	(975,251.74)	(1,935,215.82)	-	641,690.97	641,690.97
			1,064,683.03					641,690.97	

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Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Trust Funds - Year Ended June 30, 2019									
			7/1/2018						
			FUND BAL	FY2019	FY2019	FY2019	AJES &	6/30/2019	
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	UNREALIZED	EXPENDITURES	TRANSFERS	FUND BAL	Cash
					GAIN/LOSS				
Expendable									
8200.0000.359000	LEACHATE ANALYSIS/LANDFILL	SEL	133.10	1.43	0.24	-	-	134.77	134.77
8202.0000.359000	ROSE MCGOWAN FUND	SEL	42.70	4.64	0.55	(45.00)	-	2.89	2.89
8203.0000.359000	MAYNARD SOLDIERS FUND	SEL	521.95	8.10	0.96	-	-	531.01	531.01
8204.0000.359000	POST WAR REHAB FUND	SEL	2,376.25	69.93	8.25	-	-	2,454.43	2,454.43
8205.0000.359000	RAFFERTY FUND	SCH	48.87	20.00	2.36	(60.00)	-	11.23	11.23
8206.0000.359000	KATHERINE KINSLEY FUND	SCH	129.88	81.73	9.50	(178.00)	-	43.11	43.11
8207.0000.359000	ANNE MARIE MORTON FUND	SCH	63.98	26.22	3.10	(79.00)	-	14.30	14.30
8208.0000.359000	E SAWETZ FUND	SCH	48.98	21.84	2.58	(61.00)	-	12.40	12.40
8209.0000.359000	THOMAS & ATHINA GRAMO	SCH	259.69	112.12	13.23	(326.00)	-	59.04	59.04
8210.0000.359000	GEORGE & ANN LEMIRE FUND	SCH	40.88	18.79	2.21	(52.00)	-	9.88	9.88
8211.0000.359000	ANNE GIBBONS FUND	LIB	1,505.05	568.48	67.06	-	-	2,140.59	2,140.59
8212.0000.359000	GUYER FOWLER FUND	SCH	5,928.54	3,639.30	427.85	(8,050.00)	-	1,945.69	1,945.69
8219.0000.359000	FRASER & FRANCES FORGIE	SCH	8,049.44	6,055.55	712.54	(11,900.00)	-	2,917.53	2,917.53
8220.0000.359000	GEORGE SHAW MEMORIAL	SCH	260.65	5.93	0.70	-	-	267.28	267.28
8222.0000.359000	BRENDA BOWKER FLAHERTY	SCH	142.40	93.95	10.93	(288.00)	-	(40.72)	(40.72)
8223.0000.359000	MILTON & ANNE DUCLOS FUND	SCH	3,772.01	2,675.83	315.13	(5,300.00)	-	1,462.97	1,462.97
8226.0000.359000	MICHAEL FLOOD FUND	LIB	2,845.59	29.51	4.57	(648.86)	-	2,230.81	2,230.81
8227.0000.359000	MAYNARD HIGH SCHOOL	SCH	11,485.71	8,968.95	26.89	(17,450.00)	-	3,031.55	3,031.55
8228.0000.359000	Arthur St Germain Scholarship Fund	SCH	372,759.94	3,847.17	633.85	(30,000.00)	-	347,240.96	347,240.96
8229.0000.359000	HALFWAY CAFÉ	SEL	60.00	-	-	(60.00)	-	-	-
8230.0000.359000	KATHERINE LALLI SCHOLARSHIP	SCH	29,787.84	4,029.16	54.99	(2,000.00)	-	31,871.99	31,871.99
8231.0000.359000	FOREIGN TRAVEL SCHOLARSHIP	SCH	111,417.21	1,188.04	200.15	-	-	112,805.40	112,805.40
8232.0000.359000	MHS Band SCHOLARSHIP	SCH	-	-	-	-	-	-	-
8233.0000.359000	MATHEW D COX SCHOLARSHIP	SCH	2,538.35	32.64	4.57	(500.00)	-	2,075.56	2,075.56
Non-Expendable									
8100.0000.359000	NON EXP CEM PERPETUAL CARE	DPW	279,599.45	4,010.00	284.02	-	-	283,893.47	283,893.47
8102.0000.359000	NON EXP ROSE MCGOWAN	SEL	391.33	-	0.23	-	-	391.56	391.56
8103.0000.359000	NON EXP MAYNARD SOLDIERS	SEL	239.20	-	0.41	-	-	239.61	239.20
8104.0000.359000	NON EXP POST WAR REHAB	SEL	4,182.01	-	3.53	-	-	4,185.54	4,185.54
8105.0000.359000	NON EXP RAFFERTY FUND	SCH	1,826.89	-	1.01	-	-	1,827.90	1,826.89
8106.0000.359000	NON EXP KATHERINE KINSLEY	SCH	7,543.28	-	4.13	-	-	7,547.41	7,543.28
8107.0000.359000	NON EXP ANNE MARIE MORTON	SCH	2,393.97	-	1.32	-	-	2,395.29	2,393.97
8108.0000.359000	NON EXP E. SAWUTZ FUND	SCH	2,000.00	-	1.10	-	-	2,001.10	2,000.00
8109.0000.359000	NON EXP THOMAS & ATHINA	SCH	10,255.07	-	5.66	-	-	10,260.73	10,255.07
8110.0000.359000	NON EXP GEORGE & ANN LEMIRE	SCH	1,720.19	-	0.95	-	-	1,721.14	1,720.19
8111.0000.359000	NON EXP ANNE GIBBONS FUND	LIB	51,808.58	-	28.71	-	-	51,837.29	51,808.58
8112.0000.359000	NON EXP GUYER FOWLER	SCH	337,487.30	-	183.16	-	-	337,670.46	337,487.30
8119.0000.359000	NON EXP FRASER & FRANCES FORGIE	SCH	561,931.63	-	305.29	-	-	562,236.92	561,931.63
8120.0000.359000	NON EXP GEORGE SHAW	SEL	295.00	-	0.30	-	-	295.30	295.00
8122.0000.359000	NON EXP BRENDA BOWKER FLAHERTY	SEL	8,675.57	-	4.75	-	-	8,680.32	8,675.57
8123.0000.359000	NON EXP MILTON & ANNE DUCLOS	SCH	248,547.77	-	134.91	-	-	248,682.68	248,547.77
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	246,235.38	5,614.33	664.87	-	-	252,514.58	252,514.58
8001.0000.359000	STABILIZATION FUND	SEL	2,040,030.40	21,897.35	3,931.58	-	150,000.00	2,215,859.33	2,211,927.75
8002.0000.359000	CONSERVATION FUND - NON CPC FUNDS	CONS	84,162.58	942.84	151.70	(10,000.00)	-	75,257.12	75,105.42
8003.0000.359000	WATER ENT STABILIZATION	DPW	467,115.15	4,980.79	839.12	-	-	472,935.06	472,095.94
8004.0000.359000	SEWER ENT STABILIZATION	DPW	185,759.49	1,980.73	333.70	-	-	188,073.92	187,740.22
8005.0000.359000	COMMUNITY ENHANCE STABIL	SEL	35.02	0.39	0.06	-	-	35.47	35.41
8006.0000.359000	AFFORDABLE HOUSING TRUST	SEL	250,000.00	2,665.97	449.06	-	50,000.00	303,115.03	302,665.97
8007.0000.359000	OPEB TRUST	T/C	1,166,592.73	48,011.26	52,780.24	-	50,000.00	1,317,384.23	1,264,603.99
8008.0000.359000	CAPITAL STABILIZATION FUND	SEL	496,044.65	5,543.26	1,359.01	-	263,000.00	765,946.92	764,587.91
8009.0000.359000	CONSERVATION FUND - CPC FUNDS	CONS	151,351.30	1,341.52	-	-	20,000.00	172,692.82	172,692.82
TOTALS			7,160,442.95	128,487.75	63,971.03	(86,997.86)	533,000.00	7,798,903.87	7,798,903.87
			7,160,442.95					7,798,903.87	
FUND BALANCE									
Trust Funds			7,160,442.95					7,798,903.87	
Agency Funds			87,473.69					87,473.69	
			7,247,916.64					7,886,377.56	
CASH									
Trust Funds			7,160,442.95					7,798,903.87	
Agency Funds			414,795.71					344,443.51	
			7,575,238.66					8,143,347.38	8,143,347.38
LIABILITIES									
8809.0000.359000 Performance Bonds			296,492.61					253,094.82	
8812.0000.359000 MUN PLANNING Guar Deposits			-					-	
8812.0000.359000.0105 DPW GUARANTEED DEPOSITS			3,875.00					3,875.00	
			300,367.61					256,969.82	256,969.82

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
State Grants - Year Ended June 30, 2019										
			<u>7/1/2018</u>					<u>6/30/2019</u>		
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FUND BAL</u>	<u>FY2019</u>	<u>FY2019</u>	<u>FY2019</u>	<u>AJES &</u>	<u>FUND BAL</u>	<u>Cash</u>	
			<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>			
1016.0000.359000	State-Circuit Breaker Grant	SCH	271,602.00	767,410.00	-	(719,259.00)	-	319,753.00	319,753.00	
1017.0000.359000	Police - Bullet Proof Vests	POL	4,955.06	850.00	-	(10,795.00)	-	(4,989.94)	(4,989.94)	
2000.0000.359000	Kindergarten Enhancement	SCH	-	-	-	-	-	-	-	
2004.0000.359000	Community Policing Grant	POL	(0.00)	-	-	-	-	(0.00)	(0.00)	
2007.0000.359000	Fire Safe Grant	FIRE	8,538.95	6,154.00	(2,228.12)	(5,015.23)	-	7,449.60	7,449.60	
2008.0000.359000	COA Elderly Grant	COA	0.51	22,594.67	-	(22,590.39)	-	4.79	4.79	
2010.0000.359000	EOEA Grant	MUN	1,097.71	-	-	-	(1,097.71)	-	-	
2011.0000.359000	Arts Lottery-Maynard Cultural	CULT	7,153.16	5,914.63	-	(5,846.51)	-	7,221.28	7,221.28	
2012.0000.359000	Academic Support	SCH	4,511.00	6,492.00	(1,038.00)	(14,297.00)	-	(4,332.00)	(4,332.00)	
2014.0000.359000	Fire Safety Equipment	FIRE	23.85	-	-	-	-	23.85	23.85	
2015.0000.359000	State Aid to Library	LIB	35,672.77	15,188.33	-	(11,000.00)	-	39,861.10	39,861.10	
2017.0000.359000	State 911 PSAP	POL	(967.59)	28,078.57	(30,177.45)	1,197.06	-	(1,869.41)	(1,869.41)	
2019.0000.359000	Big Yellow School Bus	SCH	-	250.00	-	-	-	250.00	250.00	
2102.0000.359000	Green Community Grant	SEL	-	242,936.00	-	(237,920.00)	-	5,016.00	5,016.00	
2103.0000.359000	Police - EPS Grant	POL	-	-	-	-	-	-	-	
2104.0000.359000	Police - Inv evidence Project	POL	0.00	-	-	-	-	0.00	0.00	
2107.0000.359000	Complete Streets Grant	PLAN	-	-	-	(5,780.50)	-	(5,780.50)	(5,780.50)	
2108.0000.359000	Honeybee Meadow	OMS	219.71	-	-	-	-	219.71	219.71	
2109.0000.359000	ADA Municipal Grant	OMS	-	-	-	-	-	-	-	
2110.0000.359000	Science is Everywhere Grant	LIB	4,319.15	-	-	(4,319.15)	-	-	-	
2111.0000.359000	MassWorks Infrastructure Gr	DPW	-	2,183,778.41	-	(2,183,778.41)	-	-	-	
2112.0000.359000	RADAR - Ed. Grant	SCH	(2,218.52)	25,219.00	(32,267.13)	493.73	-	(8,772.92)	(8,772.92)	
2113.0000.359000	ClearGov - Compact Grant	SEL	1,650.00	-	-	(1,650.00)	-	-	-	
2114.0000.359000	Puerto Rico Reimbursement	SCH	2,838.00	8,882.24	-	(11,705.33)	-	14.91	14.91	
2115.0000.359000	Cultural Coun - AVCD Grant	CULT	5,000.00	5,000.00	-	(5,243.96)	-	4,756.04	4,756.04	
2116.0000.359000	Fire Dept - Fire Svcs Grant	FIRE	-	-	-	-	-	-	-	
2117.0000.359000	Turnaround Assistance Grant	SCH	-	1,000.00	(6,000.00)	(4,000.00)	-	(9,000.00)	(9,000.00)	
2118.0000.359000	Fire Dept - Station Upgrade	FIRE	-	99,508.21	-	(99,508.21)	-	-	-	
2119.0000.359000	Arbor Day Grant	CON	-	500.00	-	-	-	500.00	500.00	
2120.0000.359000	Urban Forestry Grant	DPW	-	-	-	-	-	-	-	
2121.0000.359000	MVP Planning Grant	DPW	-	-	-	-	-	-	-	
				-		-				
	TOTALS		344,395.76	3,419,756.06	(71,710.70)	(3,341,017.90)	(1,097.71)	350,325.51	-	350,325.51
			344,395.76					350,325.51		

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Statement of Revenues, Expenditures and Changes in Fund Balance

Capital Projects - FY2019											
				7/1/2018		FY2019		FY2019		6/30/2019	
				FUND BAL		REVENUE		EXPENSES		FY2019	
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL AMOUNT	FUND BAL FWD	REVENUE	EXPENSES	Transfers	FUND BAL	FUND BAL	FUND BAL
5000.0000.359000	Chapter 90 Highway Project		DPW	67.90	67.90		(265,296.00)				(265,228.10)
5044.0000.359000	Parker Street		SEL	1,437.20	1,437.20		(1,437.20)				-
5067.0000.359000	Alumni Field and Track/Tennis	Art 8 ATM 5/16/11	SCH	61,000.00	592.72		(586.78)				5.94
5074.0000.359000	Green Meadow Carp. Replacement	Art 9 ATM 5/16/11	SCH	100,000.00	602.20						602.20
5080.0000.359000	Reo/Coolidge Renovations	Art 55 STM 5/21/12	SCH	150,000.00	30,659.35						30,659.35
5084.0000.359000	Demolition of Old Fowler Gym	Art 14 ATM 5/21/12	SCH	225,000.00	7,243.73						7,243.73
5087.0000.359000	Extraction Tool	Art 21 ATM 5/21/12	FIRE	32,000.00	589.00		(539.09)				49.91
5090.0000.359000	Fowler and Green Meadow Roof Repairs	Art 57 STM 5/20/13	SCH	850,000.00	38,550.77		(4,617.05)				33,933.72
5091.0000.359000	Fowler and Green Meadow Security System	Art 7 STM 5/20/13	SCH	200,000.00	15,837.78		(13,000.53)				2,837.25
5094.0000.359000	Sidewalk Improvements	Art 57 STM 5/20/13	DPW	500,000.00	18,796.16		(18,796.16)				-
5096.0000.359000	High School Moving Expenses	Art 57 STM 5/20/13	SCH	12,000.00	1,129.35	127.75					1,257.10
5098.0000.359000	TA/DPW Street light LED Upgrades	Art S1 STM 05/18/15	DPW	60,000.00	58,424.00		(21,396.32)				37,027.68
5101.0000.359000	Fire Dept Equip & Maintenance	ArtS1 STM 05/18/15	FIRE	176,000.00	682.29		(682.29)				-
5103.0000.359000	Midsize F550 Dump Truck/Sander - Highway	ArtS1 STM 05/18/15	DPW	75,000.00	421.69						421.69
5106.0000.359000	SchoolParking/Traffic Flow Assessment	ArtS1 STM 05/18/15	SCH	20,000.00	5,877.00						5,877.00
5107.0000.359000	ARRT Easement Purchase	Art S2 STM 5/18/15	SEL	120,000.00	10,487.06						10,487.06
5109.0000.359000	Fowler Tech/Infrastructure	ArtS9 STM 01/11/16	SCH	150,000.00	53,227.01		(30,621.35)				22,605.66
5110.0000.359000	Demolition 1 Rockland Avenue	ARTS1 STM 0516	SEL	40,000.00	27,032.11						27,032.11
5111.0000.359000	F150 Crew Cab Replacement	ARTS1 STM 0516	FAC	35,000.00	444.00						444.00
5112.0000.359000	Fowler Gym Floor Resurfacing	ARTS1 STM 0516	FAC	20,000.00	250.00						250.00
5113.0000.359000	Field Mower/Leaf Vac	ARTS1 STM 0516	FAC	20,000.00	3,264.80		(3,264.80)				-
5114.0000.359000	Ford Explorer/XLT Replacement	ARTS1 STM 0516	DPW	32,000.00	747.66						747.66
5115.0000.359000	Asphalt Curb/Beam Machine	ARTS1 STM 0516	DPW	50,000.00	2,397.10						2,397.10
5117.0000.359000	Garage Fence & Security Improvement	ARTS1 STM 0516	DPW	105,000.00	23,063.19		(840.00)				22,223.19
5118.0000.359000	Fire Dept Aerial Ladder	ARTS1 STM 010917	FIRE	266,567.00	202.37		(134.79)				67.58
5120.0000.359000	Fire Station OPM Seives	ArtS9 STM 0517	FIRE	125,000.00	18,816.83		(13,044.27)				5,772.56
5121.0000.359000	Fire Station Vehicle Storage	ArtS10 STM0517	FIRE	100,000.00	29,149.28		(1,718.48)				27,430.80
5122.0000.359000	Community Master Plan	ArtS1 STM0517	SEL	124,000.00	102,041.20		(77,571.33)				24,469.87
5124.0000.359000	DPW F350 Truck w/Plow Replacement	ArtS1 STM0517	DPW	45,000.00	19.87		(2,815.54)				(2,795.67)
5125.0000.359000	Fire Dept Land Purchase	ArtS15 STM0318	FIRE	460,000.00	460,000.00		(460,000.00)				-
5126.0000.359000	Fire Dept - Construction Design	Art17 ATM0518	FIRE	832,000.00	832,000.00	11,094.87	(756,017.41)				87,077.46
5128.0000.359000	Roadway & Sidewalk Improvements	Art21 ATM0518	DPW	360,000.00	354,710.00		(291,576.16)				63,133.84
5129.0000.359000	Fowler Field Improvements	Art21 ATM0518	SCH	80,000.00	80,000.00		-				80,000.00
5130.0000.359000	Fowler School HVAC	Art21 ATM0518	SCH	60,000.00	60,000.00		(55,051.92)				4,948.08
5131.0000.359000	Fire Dept - Power Stretcher	Art21 ATM0518	FIRE	20,000.00	20,000.00		(19,275.20)				724.80
5132.0000.359000	Municipal Roof Repair & Maint	Art3 ATM 0519	FAC	100,000.00				100,000.00			100,000.00
5133.0000.359000	Fire Dep PS Radio Commun Upgrade	Art3 ATM 0519	FIRE	200,000.00				200,000.00			200,000.00
5134.0000.359000	Roadway & Sidewalk Improvements	ART3 ATM 0519	DPW	400,000.00				400,000.00			400,000.00
TOTALS					2,258,763.62	11,222.62	(2,038,282.67)	700,000.00			931,703.57
											931,703.57
											-
											257,927.39
											321,123.11
											189,970.03
											162,683.04
											-
											2,258,763.62
											-
											931,703.57

Town of Maynard - Account Detail

Statement of Revenues, Expenditures and Changes in Fund Balance

Sewer Enterprise Capital Projects - FY2019

Sewer Enterprise Capital Projects - FY2019											
				7/1/2018		FY2019		FY2019		6/30/2019	
				FUND BAL		REVENUE		EXPENSES		FY2019	
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL AMOUNT	FUND BAL FWD	REVENUE	EXPENSES	TRANSFERS	FUND BAL	FUND BAL	FUND BAL
5022.0000.359000	DPW - Wastewater Treatment Plant	Art 21 ATM 5/21/07	DPW		497.05	-	-				497.05
6403.0000.359000	Mockingbird Pump Station Design	ART 12 ATM 5/21/12	DPW	70,000	750.50	-	-				750.50
6405.0000.359000	WWTP Equipment Upgrades	ART 12 ATM 5/21/12	DPW	70,000	77.48	-	-				77.48
6406.0000.359000	Infrastructure Repairs	ART 12 ATM 5/21/12	DPW	60,218	17,187.20	-	(12,840.00)				4,347.20
6407.0000.359000	Stormwater Management	ART 12 ATM 5/21/12	DPW	60,218	18,248.00	-	(3,908.44)				14,339.56
6409.0000.359000	Sewer Plant Water System	ART 12 ATM 5/21/12	DPW	25,000	234.22	-	-				234.22
6418.0000.359000	Lift Station Cleaning	ART 9 STM 5/20/13	DPW	15,000	15,000.00	-	-				15,000.00
6419.0000.359000	Mockingbird Pump Station	ART15 ATM 5/20/13	DPW	498,000	10,768.49	-	-				10,768.49
6421.0000.359000	Fire Alarm Sys Installation at WWTP	ART4 STM 5/18/15	DPW	75,000	5,135.00	-	-				5,135.00
6422.0000.359000	Pump House Mechl System Upgrades	ART4 STM 5/18/15	DPW	40,000	4,303.74	-	-				4,303.74
6423.0000.359000	Sewer Sys Drainage Improvements	ARTS% STM0516	DPW	250,000	64,371.18	-	-				64,371.18
6424.0000.359000	Sewer upgrades	ART23 ATM0518	DPW	1,000,000		1,000,000.00	(674,110.57)				325,889.43
TOTALS					136,572.86	1,000,000.00	(690,859.01)	-			445,713.85
					136,572.86						445,713.85

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Town of Maynard - Account Detail
 Statement of Revenues, Expenditures and Changes in Fund Balance
 Water Enterprise Capital Projects - FY2019

ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL AMOUNT	7/1/2018		FY2019 REVENUE	FY2019 EXPENSES	FY2019 TRANSFERS	6/30/2019	
					FUND BAL	FWD				FUND BAL	FUND BAL
4501.0000.359000	Water Main Loop		DPW		2,009.67			-			2,009.67
6304.0000.359000	Hydrants & Valves	ART 13 ATM 5/17/10	DPW	20,000	64.80			(64.80)			-
6305.0000.359000	4"Pump & Hose	ART 13 ATM 5/17/10	DPW	25,000	2,746.14			-			2,746.14
6311.0000.359000	Survey of Cross Connections	ART 3 STM 10/25/10	DPW	10,000	32.40			-			32.40
6313.0000.359000	Old Marlboro Road Generator	ART 6 STM 5/16/11	DPW	30,000	26,014.50			(25,861.49)			153.01
6315.0000.359000	Compact Utility Excavator	ART 6 STM 5/16/11	DPW	60,000	721.00			-			721.00
6317.0000.359000	Van Replacement	ART 11 ATM 5/21/12	DPW	30,000	1,471.04			-			1,471.04
6319.0000.359000	Leak Detection Study	ART 11 ATM 5/21/12	DPW	25,000	24,275.67			(7,100.00)			17,175.67
6320.0000.359000	Steel & Concrete Storage Tanks Repair	ART 11 ATM 5/21/12	DPW	50,000	41,730.00			(13,989.99)			27,740.01
6321.0000.359000	Infrastructure Repairs	ART 11 ATM 5/21/12	DPW	45,000	1,376.68			(1,376.68)			-
6322.0000.359000	Old Marlboro Road Generator	ART 11 ATM 5/21/12	DPW	25,000	24,414.18			(5,386.72)			19,027.46
6329.0000.359000	Water Tank Repair	ART 16 ATM 5/20/13	DPW	1,300,000	149,068.76			(5,038.67)			144,030.09
6331.0000.359000	Steel Buildg Water/Sewer Div Storage	ART 4 STM 5/18/15	DPW	160,000	159,315.00			-			159,315.00
6333.0000.359000	Water Main Valves & Gates Replace	ART 4 STM 5/18/15	DPW	50,000	36,233.30			(5,989.90)			30,243.40
6334.0000.359000	Fire Hydrant Replacement	ART 4 STM 5/18/15	DPW	25,000	13,369.75			(13,369.75)			-
6335.0000.359000	Rockland Ave Filter Media Replace	ARTS4 STM0516	DPW	50,000	17.71			-			17.71
6336.0000.359000	Wellhead & Water Supply Prot Proj	ARTS4 STM0516	DPW	50,000	38,420.00			-			38,420.00
6337.0000.359000	Water Main Valves & Gates Replace	ARTS4 STM0516	DPW	50,000	50,000.00			-			50,000.00
6338.0000.359000	Fire Hydrant Replacement	ARTS4 STM0516	DPW	25,000	25,000.00			(14,892.30)			10,107.70
6339.0000.359000	Water Construction 1	ART24 ATM0518	DPW	450,000		450,000.00		(82,021.91)			367,978.09
6340.0000.359000	Water Construction 2	ART24 ATM0518	DPW	150,000		150,000.00		(150,000.00)			-
6341.0000.359000	Water Analysis	ART24 ATM0518	DPW	300,000		300,000.00		(300,000.00)			-
TOTALS						596,280.60	900,000.00	(625,092.21)	-		871,188.39
						596,280.60					871,188.39
6339.0000.359000	Water Construction 1	ART24 ATM0518					10,475.53				1,022,631.66
6340.0000.359000	Water Construction 2	ART24 ATM0518					3,491.84				(151,443.27)
6341.0000.359000	Water Analysis	ART24 ATM0518					6,983.68				
											871,188.39

Town of Maynard | 2019 Annual Report

<u>Account Number</u> <u>General Ledger</u>	<u>Account Number</u> <u>Expense Ledger</u>	<u>Description</u>	<u>Beg Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
9000.0000.199600.0000		AMT TO BE PROV - BONDS	27,357,750.00	0.00	2,644,000.00	24,713,750.00
9000.0000.294003.0000	0001.0710.591048.0000	BNDS FOWLER M.S. 2/1/03	-4,969,750.00	1,028,000.00		-3,941,750.00
9000.0000.294026.0000	0001.0710.591004.0000	BNDS LIBRARY 2/1/07	-1,388,000.00	206,000.00	0.00	-1,182,000.00
9000.0000.294031.0000	0001.0710.591029.0000	BNDS - POLICE STATION 1/15/10	-2,240,000.00	225,000.00		-2,015,000.00
9000.0000.294032.0000	0001.0710.591030.0000	BNDS-SCH BOILERS 1/15/10	-390,000.00	40,000.00		-350,000.00
9000.0000.294033.0000	0001.0710.591031.0000	BNDS - REMEDIATION PETROLEUM 1	-50,000.00	5,000.00		-45,000.00
9000.0000.294034.0000	0001.0710.591032.0000	BNDS - REMEDIATION LANDFILL 1/	-150,000.00	15,000.00		-135,000.00
9000.0000.294035.0000	0001.0710.591033.0000	BNDS - REMEDIATION WINTER ST 1	-30,000.00	5,000.00		-25,000.00
9000.0000.294037.0000	0001.0710.591044.0000	HIGH SCHOOL 1 - STM 10/25/10	-3,085,000.00	170,000.00		-2,915,000.00
9000.0000.294038.0000	0001.0710.591045.0000	HIGH SCHOOL II - STM 10/25/10	-2,260,000.00	125,000.00		-2,135,000.00
9000.0000.294039.0000	0001.0710.591036.0000	GREEN MEADOW SYS UPGRADE - ATM 5/16	-420,000.00	30,000.00		-390,000.00
9000.0000.294040.0000	0001.0710.591037.0000	SIDEWALK - ATM 5/16/11	-215,000.00	55,000.00		-160,000.00
9000.0000.294041.0000	0001.0710.591038.0000	ROADS - ATM 5/16/11	-135,000.00	35,000.00		-100,000.00
9000.0000.294042.0000	0001.0710.591039.0000	PLAYGROUND/PARK IMPR - ATM 5/16/11	-180,000.00	20,000.00		-160,000.00
9000.0000.294043.0000	0001.0710.591040.0000	ATHLETIC FIELD - ATM 5/16/11	-115,000.00	15,000.00		-100,000.00
9000.0000.294044.0000	0001.0710.591042.0000	GREEN MEADOW CARPET REPL - ATM 5/16	-40,000.00	10,000.00		-30,000.00
9000.0000.290045.0000	0001.0710.591041.0000	TOWN HALL REPAIRS - ATM 5/16/11	-5,000.00	5,000.00		0.00
9000.0000.294046.0000	0001.0710.591043.0000	HIGH SCHOOL - STM 10/25/10 - ON 2/1	-5,785,000.00	335,000.00		-5,450,000.00
9000.0000.294050.0000	0001.0710.591064.0000	ART 14 ATM 5/12 DEMO FOWLER GYM 2/1	-150,000.00	15,000.00		-135,000.00
9000.0000.294052.0000	0001.0710.591063.0000	ART 1 STM 10/25/10 HIGH SCHOOL 2/14	-5,750,000.00	305,000.00		-5,445,000.00
			0.00	2,644,000.00	2,644,000.00	0.00
9001.0000.199600.0000		AMT TO BE PROV - BONDS	2,570,000.00	900,000.00	471,000.00	2,999,000.00
9001.0000.294017.0000	6100.0450.591008.0000	BNDS - WTR FTR 2/15/02	-36,000.00	10,000.00		-26,000.00
9001.0000.294018.0000	6100.0450.591015.0000	BNDS - WTR TR FAC 2/15/02	-24,000.00	6,000.00		-18,000.00
9001.0000.294019.0000	6100.0450.591010.0000	BNDS - WELL FIELD 2/15/02	-75,000.00	25,000.00		-50,000.00
9001.0000.294021.0000	6100.0450.591050.0000	WATER.DEBT - WTR MAIN 2/1/03	-65,000.00	15,000.00		-50,000.00
9001.0000.294022.0000	6100.0450.591051.0000	WATER.BOND PRIN - PAR 2/1/0 WATER M	-25,000.00	5,000.00		-20,000.00
9001.0000.294023.0000	6100.0450.591014.0000	BNDS - MWPAT WTR	-1,520,000.00	285,000.00		-1,235,000.00
9001.0000.294066.0000	6100.0450.591066.0000	Water Tank Repairs - 052013 ATM	-825,000.00	125,000.00		-700,000.00
9001.0000.294067.0000	6100.0450.591067.0000	Water Construction I - 08/08/18		0.00	450,000.00	-450,000.00
9001.0000.294068.0000	6100.0450.591068.0000	Water Construction II - 08/08/18		0.00	150,000.00	-150,000.00
9001.0000.294069.0000	6100.0450.591069.0000	Water Analysis - 08/08/18		0.00	300,000.00	-300,000.00
			0.00	1,371,000.00	1,371,000.00	0.00
9002.0000.199600.0000		AMT TO BE PROV - BONDS	8,343,117.86	1,000,000.00	613,528.32	8,729,589.54
9002.0000.294004.0000	6200.0440.591026.0000	MWPAT LOAN TS-97-1111 - DATED 8/1/0	-9,792.00	4,896.00		-4,896.00
9002.0000.294006.0000	6200.0440.591020.0000	BNDS - MWPAT	-39,838.20	13,279.40		-26,558.80
9002.0000.294008.0000	6200.0440.591022.0000	BNDS - SWR 2/15/02	-109,000.00	29,000.00		-80,000.00
9002.0000.294009.0000	6200.0440.591057.0000	BNDS - SWR TR 2/15/02	-16,000.00	4,000.00		-12,000.00
9002.0000.294010.0000	6200.0440.591056.0000	BNDS - SWR TR 2/1/03	-103,750.00	21,500.00		-82,250.00
9002.0000.294011.0000	6200.0440.591052.0000	BNDS - SWR LINE 2/1/03	-51,500.00	10,500.00		-41,000.00
9002.0000.294048.0000	6200.0440.591054.0000	BOND PRIN - WASTEWTR PLANT (I)	-110,000.00	10,000.00		-100,000.00
9002.0000.294013.0000	6200.0440.591027.0000	BNDS - SWR II 2/15/02	-57,000.00	15,000.00		-42,000.00
9002.0000.294029.0000	6200.0440.591035.0000	ATM 5/17/05 - WWTP 1	-290,000.00	30,000.00		-260,000.00
9002.0000.294030.0000	6200.0440.591053.0000	ATM 5/21/07 - WWTP 2	-200,000.00	20,000.00		-180,000.00
9002.0000.294036.0000	6200.0440.591034.0000	BNDS - MWPAT CWS 08/31	-3,592,401.00	244,404.00		-3,347,997.00
9002.0000.294049.0000	6200.0440.591055.0000	MWPAT CWS-08-31-A - DATED 6/13/12	-3,343,836.66	190,948.92		-3,152,887.74
9002.0000.294060.0000	6200.0440.591060.0000	Water Tank Repairs issued ATM 05201	-420,000.00	20,000.00		-400,000.00
9002.0000.294070.0000	6200.0440.591070.0000	Sewer Improvements - 08/08/18			1,000,000.00	-1,000,000.00
			0.00	1,613,528.32	1,613,528.32	0.00
9003.0000.199600.0000		AMT TO BE PROV - BONDS	990,000.00		95,000.00	895,000.00
9003.0000.294047.0000	3100.0172.591047	CPA - COUNTRY CLUB - STM 10/26/11	-990,000.00	95,000.00		-895,000.00
			0.00	95,000.00	95,000.00	0.00
			39,260,867.86			37,337,339.54

FINANCE COMMITTEE

Ken Estabrook	Chair
Jillian Prendergast	Vice Chair
PJ Gauthier	Secretary
Tom Black	Member
Peter Campbell	Member
Alannah Gustavson	Member
Bob McCarthy	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 three important ways:

1. Work throughout the year on behalf of Town Meeting voters and in collaboration with the Board of Selectmen, 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.
2. Provide independent oversight of Town finances, representing the interests of Town Meeting voters.
3. Review and analyze the Town Meeting warrant articles (especially those relating to the annual operating, capital, stabilization, enterprise, and other budgets) and make informed recommendations for consideration of Town Meeting voters as they decide how to vote.

The Finance Committee is required by the Town Charter to:

1. 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, and
2. Report, in writing, its recommendations on every article contained in a town meeting warrant together with a statement of the reasons for each such recommendation.

The Finance Committee also oversees the Town’s Reserve Fund, which is used to fund extraordinary and unforeseen expenditures.

Changes in membership: Laura Weinstein’s term ended in June; Alannah Gustavson was appointed to fill the vacancy.

2019 Activities

During 2019, the Finance Committee worked to foster ongoing discussions among the various boards, committees, the Town Administrator, the Maynard Public Schools (MPS) administration, Town staff and departments, and the entire Maynard community. The primary goals of these discussions are (a) to develop and improve sound practices relative to the Town’s finances to make them more proactive, transparent, and accountable, and (b) enhance the Town’s long-range financial planning and policies, aimed at addressing more effectively the Town’s operating and capital budget needs in a way that is consistent with the Town’s financial resources.

The first half of 2019 was a very busy time for the Finance Committee and others involved in managing the Town’s finances. In January, the Green Meadow Elementary School (GMES) was found to require immediate need of asbestos abatement. In response, over the course of several meetings, the Finance

Committee worked with the School Committee, Maynard Public Schools (MPS) administration, Town Administrator, and many others to gather information and develop an action plan outlining the timeline and resources needed to address the issues. This led to a successful vote at Annual Town Meeting in May to add \$610,000 to the Reserve Fund and then four Reserve Fund Transfers to cover repair/remediation expenses, totaling \$606,918.99.

In addition, the Finance Committee held numerous meetings to gather information in preparation for Annual Town Meeting in May (with 35 warrant articles), as well as Special Town Meeting in October, with warrant articles proposing an increase in the Town budget (to cover lower-than-anticipated State Aid) and authorizing the Board of Selectmen to sell the Coolidge School.

Throughout the year, two members of the Finance Committee served on the Town Budget Subcommittee. This subcommittee was established in Fall 2017—comprising two members from the Board of Selectmen, School Committee, and Finance Committee, and supported by the Town Administrator, Finance Director, MPS Business Manager—and provides a critical forum for ongoing discussions about the Town’s operating, capital, stabilization, enterprise, and other budget needs in preparation for Annual Town Meeting.

The Finance Committee wishes to express its deep appreciation to all those who worked tirelessly during the course of 2019 to ensure the health of the Town’s finances.

FY 2019 Reserve Fund Transfers:

Massachusetts General Law allows Town Meetings to appropriate Reserve Funds for extraordinary or unforeseen expenditures. By law, the Finance Committee must vote to approve all transfers from Reserve Funds, after review by the Board of Selectmen.

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 2018 ATM, an initial \$250,000 was appropriated for Reserve Funds for FY 2019. An additional \$610,000 was appropriated at May 2019 ATM to cover extraordinary and unanticipated expenses associated with emergency repairs and remediation at the Green Meadow Elementary School. Reserve Fund Transfers for FY 2019 are listed in the table below; the ending balance of \$95,890.01 reverted to FY 2019 Free Cash.

Date	Department	Purpose	Amount	Balance
		Annual Appropriation	\$250,000.00	\$250,000.00
3/16/2019	DPW	Repair damage to Crowe Park backstop due to snow/ice event	\$17,425.00	\$232,575.00
3/16/2019	Library	Cover unanticipated sick leave buy-back due to retirement	\$10,840.00	\$221,735.00
5/14/2019	OMS	Consulting services needed due to Conservation Agent vacancy	\$5,207.00	\$216,528.00
5/14/2019	DPW	Fund work to meet MS4 regulations	\$42,378.00	\$174,150.00
5/14/2019	Liability Insurance	Cover unbudgeted and unanticipated liability and other insurance expenses	\$41,256.00	\$132,894.00
5/20/2019		Supplemental Appropriation	\$610,000.00	\$742,894.00
6/24/2019	MPS	Green Meadow Repairs/Remediation	\$380,464.59	\$362,429.41
6/30/2019	MPS	Green Meadow Repairs/Remediation	\$75,600.91	\$286,828.50
6/30/2019	MPS	Green Meadow Repairs/Remediation	\$63,180.21	\$223,648.29
6/30/2019	MPS	Green Meadow Repairs/Remediation	\$87,673.28	\$135,975.01
6/30/2019	MPS	Plant maintenance/electrical expenses	\$40,085.00	\$95,890.01

In closing, the Finance Committee encourages all Maynard voters to attend meetings of the various municipal bodies—including the Board of Selectmen, 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,

Ken Estabrook
Chair, Finance Committee

CAPITAL PLANNING COMMITTEE

Dave Krijger.....	Chair
Jon Larkin.....	Member
Douglas Adler.....	Member

Since the (re-formation) of the Capital Planning Committee (CapCom) in late 2019, the CapCom has been working to establish a formal process to evaluate any request from Department Heads. The different departments include the Fire Department (FD), Police Department (PD), Department of Public Works (DPW), and the School Committee (SC). Capital requests range from large new building requests (such as a Fire Station or School Building), to strategic requests enabling future revenue growth, such as developing our Water and Sewer infrastructure.

Our committee has been working closely with Town Administration and Budget Subcommittee to not only discuss the range of projects needed to deliver on the services our residents expect, but doing so in a financially responsible manner. To enable this ongoing, the CapCom will be presenting a Capital Policy for the Board on Selectmen to use for ongoing management of Capital needs.

Respectfully submitted,

Dave Krijger
Chair, Capital Planning Committee

CONTRIBUTORY RETIREMENT SYSTEM

Active Members.....	213
Inactive Members.....	79
Retired Members.....	117
Total Membership.....	409

Assets	
Cash	\$ 455,610.45
Fixed Income	8,139,794.48
Equities	21,798,459.81
International Equities	3,741,986.01
Real Estate	4,419,320.87
Alternative Investments	0.00
Hedge Funds	3,548,041.36
Interest Due and Accrued	369.44
Accounts Receivable	154,426.79
Accounts Payable	(91,897.32)
TOTAL:	<u>\$42,167,075.19</u>

Receipts	
Members Deductions	\$979,839.97
Transfers from Other Systems	213,676.71
Members Make Up Payments And Redeposits	45,006.95
Investment Income Credited To Members Accounts	18,185.93
Investment Income Credited To Annuity Reserve Fund	84,146.51
Reimbursements From Other Systems	98,224.57
Received From Commonwealth For COLA	15,487.12
Pension Fund Appropriation	2,328,100.00
Received From Town to Military Service Fund	0.00
Investment Income Credited To Military Service Fund	31.15
Investment Income Credited To Expense Fund	383,048.01
Interest Not Refunded	2,929.86
Miscellaneous Income	369.30
Excess Investment Income	(3,573,588.20)
TOTAL:	<u>\$595,457.88</u>

Funds and Liabilities	
Annuity Savings Fund	\$9,171,917.84
Annuity Reserve Fund	2,787,082.92
Military Service Fund	31,185.34
Pension Fund	470,014.69
Pension Reserve Fund	<u>29,706,874.40</u>
TOTAL:	<u>\$42,167,075.19</u>

Disbursements	
Refunds To Members	\$94,605.25
Transfers from Other Systems	519,109.81
Annuities Paid	537,567.53
Option B Refunds	0.00
Pension Payments	2,070,114.87
Survivorship Payments	180,121.38
Ordinary Disability Payments	18,659.16
Accidental Disability Payments	217,862.64
Accidental Death Payments	29,188.20
Section 101 Payments	0.00
Reimbursements To Other Systems	212,929.17
COLA's Paid	15,487.12
Board Member Stipends	3,043.50
Salaries	56,434.98
Legal Expenses	1,550.00
Fiduciary Insurance	5,680.00
Medical Expenses	0.00
Service Contracts	22,358.00
Accounting Services	8,500.00
Education and Training	2,240.00
Travel	4,556.82
Administrative Expenses	7,746.52
Furniture and Equipment	10,476.00
Management Fees	218,673.01
Custodial Fees	<u>41,789.18</u>
TOTAL:	<u>\$4,278,693.14</u>

TREASURER-COLLECTOR

Staff

Cheryl Kane.....	Treasurer/Collector CMMT
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, 2018 - June 30, 2019						
	Beginning Balance	Commitment	Commit Change Prior Year	Abate/ Exempt Refunds Tax Title Lien	Payments	Balance
Real Estate	223,990	30,472,598	3.59%	-183,147	- 30,219 376	294,065
Personal Prop	38,467	886,931	-7.59%	-4,036	-886,596	34,766
CPA	301	291,445	8.93%	1,091	-290,643	2,194
Tax Title	847,272	219,727	55.12%	-1,452	-159,382	906,165
Water	244,334	1,917,748	3.74%	-61,291	-1,862,533	238,257
Sewer	393,105	3,060,311	4.09%	-113,336	-2,948,981	391,100
Excise (all yrs)	319,936	1,353,002	-3.89%	-10,790	-1,343,234	318,914

Fiscal Year 2019 Debt Service Payments by Category						
Fund	Principal Paid	Interest Paid	Total Paid	New FY2019	Principal Outstanding Balance 6/30/18	Percent Change
Town-General	\$601,000	159,860	760,860		4,057,000	-12.90%
School	2,043,000	730,733	2,773,733		20,656,750	-9.00%
CPA Golf Course	95,000	28,300	123,300		895,000	-9.60%
Water	186,000	45,894	231,894	900,000	1,764,000	68.00%
Sewer	160,000	65,734	225,734	1,000,000	2,197,250	61.89%
MWPAT	738,528	200,898	939,427		7,767,340	-8.68%
TOTAL	\$3,899,628	\$1,324,103	\$5,223,731		\$39,260,868	

Staff Total Earnings:

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

PAYROLL WAGES TOWN EMPLOYEES FY 2019*

Adams Andrea T	7,769.00	Foster Nicholas D	2,827.00
Akillian-Casey Carol A	60,000.67	Frazier Alexander	8,544.00
Amico Nicholas J	2,519.00	Gennaro Jessica L	8,921.32
Asmann Richard A	74,980.57	Gerroir Susan	4,395.00
Aubert Justin J	35,380.77	Gonsalves Craig	55,862.93
Aulenback Ralph	82,189.24	Gould Daniel R	44,556.74
Baltazar Sandra N	52,746.00	Goulding Timothy	73,265.35
Balzotti Gregory E	93,405.97	Gray Timothy C	115,319.91
Banatoski James G	29,465.73	Grossman Beth A	10,420.00
Bertonassi Jack	60,070.21	Guzzo Michael	98,755.70
Blackington Jordan W	26,990.51	Hakey Patrick A	105,002.71
Bodwell Daniel J	86,722.39	Hanley Elizabeth	2,987.93
Boudreau Jeffrey W	94,418.13	Harrold Marianne	63,203.19
Boulette Shawn F	27,162.04	Hatch Michael D	78,902.42
Brainard Kyle N	72,046.42	Houle Jeffrey	92,850.31
Brennan Patrick T	78,365.96	James Matthew	96,000.07
Brodeur Paula	4,370.85	Johnson Gregory	110,769.13
Brooks Nancy	65,077.25	Johnston Barbara	54,807.33
Byrne Gerald	2,202.00	Johnston Thomas	2,013.00
Chetwynd Bradford L	23,587.25	Jones Stephen G	103,478.09
Comeau Lucien	86,051.67	Kane Cheryl	91,744.71
Conroy Michael	49,829.81	Kiley Sean E	47,244.42
Cormier Brittany	4,290.57	King John D	118,850.35
Corrigan Shawn P	81,290.47	Koenig Mark A	11,820.25
Currier Marc L	92,498.58	Kozik Patricia L	41,591.72
Cushing Brian R	173,153.21	Kramer Brian G	70,823.71
Davoll Eric	88,749.81	Latta Mark A	82,028.92
Dawson James F	49,574.31	Latta Jr Walter A	36,653.33
Dee Nathan	66,396.80	Lavallee Erica	53,412.23

DeMars John	68,235.77	Lawless Angela	123,602.31
DeMars Kenneth R	53,666.50	Lawton Bryan R	3,426.50
Desjardins Craig L	99,448.36	Lawton Timothy P	3,426.50
Dickerson Shawn K	64,665.21	Leaver Elizabeth S	2,664.00
Dismuke Charles T	70,356.57	Loomer James M	26,155.40
Distefano Lucie	71,308.25	Loveless Amy L	75,562.21
Donovan Delia R	2,407.50	Luther Alicia E	55,857.60
Donovan Diane N	36,818.57	MacDonald Joseph	19,083.06
Doughty Jacob R	56,014.19	Malatesta Donald	8,688.00
Dubois Mark William	163,722.08	Malcolm Mark A	48,938.10
Duggan Kaitlyn N	2,610.00	Manchuso Trista L	87,654.03
Duggan Stephanie E	67,129.48	Maria James V	21,596.54
Duggan William J	136,004.01	Marrama Angela	96,960.32
Ferguson James	62,279.54	Martin Sharon	3,500.00
Finnerty Sarah	65,122.20	Martinec Alex G	79,740.35
Foster Joseph D	83,751.46	Maskalenko Derek	81,785.35
Maskalenko Neil	73,658.53	Reilly Nicholas	1,296.00
McCue Mary B	32,678.96	Robichaud Jeremy	68,729.02
McDonald Matthew W	3,719.50	Ruggiero Mirella A	81,227.61
McGowan James P	79,071.32	Sahlberg Adam	56,313.50
McGrath James G	58,175.17	Schrader Joshua	60,144.99
McLaughlin Anna-Lisa	1,665.00	Scribner-Maclean A	40,285.44
Mealey Debra J	48,968.87	Seeley Richard T	135,292.66
Miklosko Aaron I	95,023.98	Sherman Brandon	2,318.00
Moore Brandon H	108,336.93	Shugrue Martha	1,224.00
Morando Marie	64,606.89	Sokolowski Michelle	71,965.19
Morrison Peter R	9,313.00	St. Louis Cheryl	65,566.56
Mosca Rebecca J	68,446.73	Stanley Wayne	10,291.66
Mullally Timothy P	112,621.01	Stewart Claudia	2,643.50
Nemser William M	80,863.60	Stewart Justyne	58,063.05
Noble Michael A	187,057.97	Stowers Anthony	154,446.67
Nyholm Karl	117,417.16	Sutherland Michael	103,124.84
Palola Tom M	76,352.04	Sweeney Christopher	113,740.74

Parker Janine M	48,791.29	Thurston Sarah	41,685.70
Parker Joseph D	50,481.55	Tomyl Mark	85,709.56
Parr Michael	120,363.10	Tuomi Matti J	70,532.46
Pawluczzonek Kelly A	12,440.01	Tweeddale Ian	59,006.54
Pepin Zoe M	1,890.00	Wasiuk Edwin M	78,201.79
Petersen Brian	110,548.83	Weiner Stephen	87,934.75
Petersen Kevin C	64,209.29	Weir Karen	41,828.58
Petipas-Haggerty Casey	31,771.87	Wilson Deric J	65,842.76
Primiano John W	90,569.61	Young Kaitlin R	46,390.29
Redford Mary C	5,270.48	Zammuto Megan J	19,259.59

PAYROLL WAGES SCHOOL EMPLOYEES FY 2019

Adams Jennifer E	102,116.90	Campbell Lindsey	3,240.00
Adamson Candace A	95,952.98	Capone Ashley	10,272.00
Agarwal Ruchi	3,302.36	Caragianes Charles J	120,937.33
Alford Rebecca M.	20,411.42	Carter Pamela J	54,953.56
Alonso Silio Aida	86,336.90	Caruso Kevin	102,739.66
Amidon Justin R.	15,916.10	Cerqua Patricia	16,791.34
Andrade Colleen M	62,686.37	Chalas Annette	3,090.00
Appellof Carrie L.	7,663.32	Chisholm Julia R.	8,131.14
Arcelay Susan	66,631.88	Cloutier Kathryn S.	1,520.00
Aroian Karen M.	12,840.00	Coen Patricia	19,431.24
Arsenault Tina	18,705.84	Cohen Janet L	39,852.17
Atkinson Victoria	16,806.17	Cohen Lois V	68,408.27
Aukstikalnis Suzanne	29,787.15	Coleman Marlene E	85,685.30
Bacus Hanna	5,354.38	Conklin Kelly	9,443.32
Bailey Amanda	62,100.46	Considine April A.	29,873.90
Ballard John J	60,066.74	Conway Sean M	92,622.62
Banta Joseph E.	79,273.00	Cook Amy E.	44,824.12
Barbagallo John J.	59,295.74	Copeland Erin	13,899.16
Barbati Isabella	3,008.15	Coppola Cheryl L	95,946.98
Barth Michael R.	74,100.06	Corbett Matthew L.	6,580.00
Battaglia Deborah	41,818.46	Corcoran Carol A.	17,582.13
Baudin Megan C.	77,360.08	Corcoran Darius A.	12,095.00
Baylis Melissa L.	62,778.72	Corcoran Karen P	34,955.40
Beaulieu Brian	8,097.00	Corcoran McKenzie	27,173.96
Begin Rose D.	22,382.10	Corrigan Kaitlyn	77,381.86
Beitia Carrandi Marta	76,002.94	Cortez Chris	17,117.08
Berger Melissa	71,073.88	Costello Daniel W.	113,770.63
Blanchard Lucinda	87,361.16	Cote Michelle A.	2,618.07

Boardman Lisa M	88,510.88	Cotter Brenna	87,756.92
Boda Jamie P	74,695.94	Cotter Michael	98,005.75
Bottasso Madelyn	3,054.00	Cristantiello Lucy R.	3,687.00
Bradley Susan	19,260.84	Cummings Cynthia	2,700.00
Braman Hilary A	33,074.01	Danforth Julie A	79,935.52
Bratica Kathleen	95,472.98	Dankner Donna L.	116,243.37
Brennan Mary P	26,152.17	Dankner Ilana M.	18,089.68
Brennan Patricia	79,554.44	Day Margaret M.	4,825.00
Bresnick Deborah C.	3,200.00	De Dios Luna Rafael	83,890.04
Briggs Stacey A.	7,341.00	DeMars Patricia	79,226.44
Brown Victoria	18,575.00	DiSalvatore Lisa E.	65,282.36
Brunelle Olivia A.	64,923.30	DiStefano Cathy	7,600.00
Cabral Jason M.	44,914.65	Ditto Karen B	79,522.08
Cairns Valerie M.	71,681.70	Doiron Catherine R	61,048.04
Caloggero Steven R	101,270.98	Doktorov Olga	68,064.88
Campbell Heather	25,753.27	Donovan Jr. Robert	2,920.00
Doutch Maureen P.	21,062.14	Gubala Piotr	3,646.00
Dowd Emily	73,250.20	Gulezian Kristy L.	12,389.08
Duddy AnnMarie	84,450.04	Gwozdz Cheryl A	11,680.00
Duggan Karen	2,009.00	Haddouch Karima A	3,058.75
Dunton Susan A	6,880.00	Hales Travis K.	21,729.52
Durkee Mary R	20,040.41	Hanson Kirsten	20,026.03
Early Thomas M.	7,188.50	Harrison David M.	88,400.94
Elkins Denise	85,548.54	Hart Johnathan G.	4,489.50
Evans Cathy Dana	12,332.91	Hatch Denise	104,522.98
Faiella Monica L	12,653.04	Hatfield Kristin A.	16,050.12
Falkoff Johanna	88,510.92	Hayner Kelly L	95,472.98
Feinstein Cheryl	65,994.08	Haynes Nancy A	39,437.37
Ferranti Mary S	93,978.84	Hayward Kathryn T.	2,470.21
Filz Joyce	10,708.52	Hayward Sheila	88,010.70
Finnegan Mary B	96,319.20	Heggestad David A.	6,914.58
Fioretti Jennifer G.	70,160.36	High Stephanie J.	19,418.25
Fitch Kerry	3,086.75	Hixon Katherine E.	2,360.00
Fitzsimmons Denise	20,202.60	Hobbs Debora I	83,414.52
Flynn John F	95,761.90	Hollenbeck Mary E.	19,692.79
Flynn Kathleen P	18,551.95	Holly Deborah A	81,922.26
Foley Jill E.	17,363.40	Howes Kristyn D.	5,378.00
Foss Kelly	95,380.34	Howes Paul T	11,373.00
French Beverly J	25,268.81	Hus Kalen Ann	1,906.25
Friedman Patricia	44,839.65	Huseni Saima	10,543.12
Furuyama Cory L	22,327.25	Hutchinson Amy E.	66,659.50
Galdamez Monica	42,900.37	Ignachuck Jean E	71,695.66
Gamboni Vilma Emilia	93,422.62	Ignachuck Walter J	77,857.73
Gately Janis	21,651.94	Indelicato Francine	28,028.01
Gately Patricia M.	5,796.00	James Lisa J	83,960.92

Gaudet Jennifer E.	128,124.66	Jarvis Raymond	3,562.00
Geiger Matthew C	2,899.32	Jolley Helen E.	57,512.75
Genetti Charles R.	51,981.06	Jones Charlotte A	95,712.98
Gerardi Jr. Robert J.	191,589.58	Jones Jennifer E	90,588.88
Gerondeau Helen S.	1,920.00	Jones Stephen A	4,865.00
Gerondeau Patricia M	89,435.00	Justason James M	64,057.76
Giberson Jessica A.	19,868.49	Kane Dixie-Lyn	2,947.48
Gingras Chantale	7,411.39	Kay Brian D.	16,537.92
Ginnity Laura A	95,488.34	Kelley Sean M.	54,991.77
Giunta Lauren E	99,393.98	Kennedy Tifany	29,122.22
Gobron Charles E.	55,230.00	Kenney Daniel C.	6,500.00
Goguen Donna L.	29,130.79	Keto Anne C	16,655.42
Gomez Alba F.	19,205.47	Kiley Eric	3,217.25
Graham Melissa S.	88,010.70	Kiley-Allia Debora A.	16,754.70
Griffin Nancy F.	95,472.98	King Kelly A.	25,787.45
Grzegorzczak Bartosz	4,865.00	King Michelle	35,950.58
Gubala Malgorzata	23,769.94	Kitchell Christopher	84,627.99
Knox Edward P.	13,333.32	McDonald Frederick	3,562.00
Kozik Kevin D	72,584.72	McPhail Melissa	95,740.25
Kranz Elisabeth D.	22,585.78	Mehigan Michael	89,735.00
Krasinski Katherine	100,444.98	Mendoza Javier	23,783.74
Krasteva Nadejda	2,400.00	Messina Nance A	95,841.90
Labelle-Pierce Jean E	98,386.12	Minasian Mark P	64,713.18
LaFrance Joshua T.	53,927.22	Mintz Andrew P.	3,562.00
Lambert Rosanne	113,949.58	Mitzcavitch Mary	19,978.18
Lambert Susan E.	1,758.31	Mollica John P.	90,632.44
LaMoy Allison	10,980.98	Mooradian Lynne S	114,073.58
Landers Nanda	29,827.34	Moore Alexander J.	3,200.00
Langelo Benjamin	23,905.25	Moore Colleen M	80,885.05
Lanza Jonathan	8,525.58	Morello Michael	55,050.50
Lappas Lauren T.	2,240.00	Morrison Terri R.	90,054.92
Latta Lynda L	1,775.14	Muldoon Lynda A.	71,920.88
Lattuca Jacqueline P	24,220.37	Muri Alexander J.	14,738.85
Lawson Marcela	15,708.84	Murphy Robert	36,848.87
Lawton Denise	95,994.84	Murphy Karen B.	75,255.24
LeBlanc Cynthia M.	21,537.72	Murphy Michelle L.	23,486.72
LeBlanc Katie Marie	19,137.03	Murphy Rita Marie	105,214.98
LeBlanc Sandra	100,751.98	Murray Bridget R.	27,754.34
Ledwell Aimee	2,400.00	Myers Mark D.	9,368.76
Lehman Dawn M.	29,168.92	Naik Roopa A.	10,320.00
Lerner Rochelle	100,518.98	Newey Anne S	16,243.26
Lesage Carol	19,817.69	Nguyen Dam Thi	88,444.82
Levine Jay M.	13,015.00	Nicholson Tricia M	4,865.00
Lewis Ellen A.	19,948.10	Ogden John D.	65,546.18
Lewis Jennifer K	60,946.06	Ogilvie Harold R	7,466.00

Lind Janice A	89,348.70	Ohs Marcy E.	76,110.42
Lochiatto Joanne T	55,764.44	Orzech Paul M	93,233.88
Lucas Gail P	19,561.41	Padalino Lisa R.	92,911.54
Luther Douglas	94,605.98	Paisner Sarah M	52,478.50
MacGillivray Karen L.	3,825.00	Parker Clay E.	16,799.44
Mackin Karen R.	3,562.00	Parker Nancy A.	6,740.16
MacLean Chelsea R.	12,031.61	Parquet Amy B.	20,373.16
MacLean Lisa E	116,491.66	Paterno Jeffrey J.	83,890.04
MacPhee Dana H.	78,137.86	Patrikis Elaine	25,273.71
Maida Laura E	90,553.84	Pendergast Walter J	52,992.09
Makovoz Betty	62,574.36	Peralta Tammy A	30,133.00
Mancini David M.	4,787.00	Perham Sean	98,367.69
Marrese Christopher	97,160.98	Perry Catherine	86,667.43
Marrow Brandon P	2,049.00	Petersen Michelle A	85,309.30
Masciarelli Bridget S.	5,823.74	Petroskey Amy E.	13,785.48
Masella Michelle C.	41,945.02	Pfeffer Gervase J.	95,472.98
Mazeika Samantha S.	75,523.07	Pfleegor Jennifer I.	4,097.30
Phillips Madison L.	3,894.04	Spears W Jessie B.	31,876.08
Pileeki Nicholas J.	80,166.88	Spedden Justine B.	10,458.12
Pittman Mary E.	11,320.00	Steigerwald Stephanie	100,532.98
Poulson Betsy M	28,868.46	Stevens Daniel	55,700.53
Quintal Mary Ellen E.	20,207.90	Stewart James P	8,882.00
Radler Richard A	4,440.00	Sullivan Brenda	110,407.90
Ramos Julian L.	12,125.09	Sullivan Cori H.	64,335.16
Ranucci Catherine H.	5,400.00	Sullivan Kathleen	58,424.53
Ray Sharon A.	17,867.60	Sullivan Margaret	87,569.80
Reilly Lois J	19,364.44	Sweeney-Hall Megan	11,938.52
Renzi Andrew F.	24,718.93	Sylvester Megan E.	25,070.94
Resendes Michelle D.	110,271.46	Synan Julia M.	4,960.39
Reyes Angela T.	77,933.74	Taveras Enerolina	91,397.30
Riccardi-Gahan Carol	120,773.33	Thomas Nathaniel	91,298.98
Richard Shayna	96,241.90	Thomen Brown Renee	52,852.21
Rizzuto Jillian S.	44,780.78	Thompson Regan J.	20,347.02
Roberts Marlee S.	17,962.18	Thorburn Patricia	25,897.52
Roche Marie E.	18,462.00	Tiru Sabrina	20,600.13
Rocheleau Danielle L.	25,288.30	Tishler Alison	81,255.98
Rocheleau Katie L.	1,932.30	Toohig Patricia J.	84,760.99
Rocheleau Rhonda	68,298.68	Trainque Sherry L	88,722.48
Rockel Cynthia A.	65,532.36	Travers Michelle	99,788.34
Rosato Clare	25,445.13	Tredeau James T.	74,512.56
Ruperez Guillen Maria	60,608.04	Tretheway Christine	70,983.88
Rutherford Ann S.	88,835.66	Tucker Marie H	15,536.24
Ryan Kimberly A.	3,261.00	Umbrell Jeffrey P.	1,518.00
Ryan Melissa A.	16,286.17	VanDeBogert Erin L.	17,312.31

Sanderson Pamela S.	16,961.54	Vasta Jane	79,961.86
Savard Anthony J.	68,627.22	Vater Jaclyn M.	66,588.88
Saven Meredith K.	13,218.21	Vavra Bethany R.	71,526.42
Saysourivong Ashley	3,995.40	Villani Angelo	70,983.88
Schultz Lawrence R.	2,560.00	Viros Viviane	67,439.48
Seyller Catteau Sharon E.	18,497.27	Waldron Michael J	96,510.98
Shea Mary Beth	113,646.71	Walker Noralee	4,012.50
Silverman Lorraine H.	24,480.72	Wallace Marybeth	83,948.94
Simmons III Sam W.	3,920.00	Walsh Denise M.	8,562.00
Simmons Patricia A	16,251.78	Ward Jennifer E.	23,146.46
Sinopoli Mark R.	83,636.92	Ward Jennifer L.	24,052.86
Skura Mindy S.	67,157.54	Warren Valerie J.	10,024.00
Sloan Michael	3,200.00	West Jewell K.	6,546.70
Smith Kendra M.	2,763.00	Wiest Donna S.	3,690.00
Smith-Tummino Joanne L	42,506.00	Woicik Stephen M	91,765.38
Snow Sarah K.	14,090.29	Wood Randal C.	46,293.06
Sokolowski Edward M.	53,315.22	Zangarine III William	4,865.00
Soler Maria	86,993.88	Zaremba Michele	2,172.03
Sonti Aruna	12,309.78	Zimmerman Travis S.	61,835.22

Respectfully submitted,

Cheryl Kane

Treasurer/Collector CMMT

BOARD OF ASSESSORS

Board Members:

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

Staff:

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

On behalf of the Board of Assessors' I would like to thank William Doyle for his contribution and effort on the board after serving for almost four years.

Fiscal Year 2020 was an Interim Year Valuation. We received our certification for a tax rate from the Department of Revenue on November 26, 2019. The assessing staff also captured \$656,502 in growth this year. There were approximately 326 inspections completed by the Assessor and Patriot Properties. 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 4,153 taxable parcels for Fiscal Year 2020. The count of these

taxable parcels by property class is as follows:

Property Type	FY2019		FY2020	
	Parcel Count	Value	Parcel Count	Value
Single Family	2674	\$985,202,900	2675	\$1,052,908,400
Condominium	554	144,256,500	564	157,028,400
Miscellaneous	10	5,302,500	11	6,154,000
Two Family	247	84,546,300	246	93,621,700
Three Family	24	8,610,900	24	9,551,300
Four and Up	49	41,043,500	50	63,351,200
Vacant Land	94	3,841,900	86	3,396,100
Open Space	0	0	0	0
Commercial	141	56,082,000	141	54,350,200
Industrial	22	52,544,900	21	40,099,900
Chapter 61 Land	2	1,679	2	2,109
Chapter 61A Land	6	25,496	6	28,660
Chapter 61B Land	2	173,175	2	173,175
Mixed Use	28	22,214,200	27	22,355,900
Personal Property	289	30,732,206	298	31,392,381

At the Classification Hearing held on November 19, 2019, the Board of Selectman voted to split the tax rate using a 1.31 percent split which resulted in a tax rate of \$20.64 for residential and open space and \$27.89 for commercial, industrial and personal property. For Fiscal Year 2020 new values and new growth were certified on October 18, 2019 by the Department of Revenue.

Comparison of Total Valuations and Levy by Fiscal Year

Fiscal Year	Assessed Value	Tax Levy	Tax Rates	
2016	\$1,275,469,015	\$28,725,700	21.25	29.57
2017	1,279,655,133	29,409,135	22.01	30.57
2018	1,289,112,607	30,376,563	22.64	31.10
2019	1,434,578,056	31,359,563	22.04	28.86
2020	1,534,413,425	32,663,840	20.64	27.89

**Tax Rate as expressed per \$1,000 of valuation*

Valuation by Property Class

Property Class	FY2018	FY2019	FY2020
Residential	\$1,148,314,937	\$1,284,189,236	\$1,397,372,504
Open Space	0	0	0
Commercial	63,113,531	67,111,714	65,548,640
Industrial	46,822,600	52,544,900	40,099,900
Personal Property	30,861,539	30,732,206	31,392,381
Total	1,289,112,607	1,434,578,056	1,534,413,425

Levy by Property Class

Property Class	FY2018	FY2019	FY2020
Residential	\$25,997,850	\$27,019,342	\$28,841,768
Open Space	0	0	0
Commercial	1,962,831	1,936,844	1,828,152
Industrial	1,456,183	1,516,446	1,118,386
Personal Property	959,794	886,931	875,534
Total	30,376,658	31,359,563	32,663,840

Respectfully submitted,

Angela M. Marrama
Chief Assessor

Education

SUPERINTENDENT'S REPORT

Introduction

The Maynard Public Schools are committed to a superior academic experience for Maynard’s students that prepare them to be productive citizens in an interconnected technological world.

We will achieve this through incorporation of 21st century learning skills and opportunities across disciplines and establishing high academic standards that encourage students and teachers to achieve their full potential. We will ensure that the professional staff, the curriculum, and the facilities function in unison to achieve the best possible learning environment for the students.

We will also provide an educational environment that is supportive of individual differences where all people are valued and respected. Parents and community members are our partners in the educational process and require frequent communication on the state and activities of the Maynard Public Schools. We will constantly pursue a path of continuous improvement in all of our efforts to keep pace with an ever-changing world.

MCAS

Maynard Public Schools has been working strategically over the last several years to improve our accountability results and we are proud to announce that this year we have seen significant gains. Under the new Accountability measures assigned to schools to reduce proficiency gaps and increase performance and growth of the lowest performing quartile of students, Maynard Public Schools was given the rating of “Not requiring assistance or intervention,” having made “Substantial progress toward targets.”



Maynard students in grades three through eight exceeded targets in Math and Science achievement scores and met targets for English Language Arts achievement scores. Students in these grades met student growth targets in Math. Maynard High School Grade 10 students met or exceeded student growth targets for Math and English Language Arts. Additionally, the lowest performing quartile of students met achievement targets in English Language Arts. The district is incredibly proud of the work done by the faculty and staff in supporting students in meeting these goals. Detailed information about the district & school accountability data can be found on the DESE website:

<http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=01740000&orgtypecode=5&>

Maynard High School made significant gains in continuously engaging with students in a high level of rigor through Advanced Placement Coursework. Additionally, the school exceeded targets in the number of high need students participating in these more challenging courses. This important indicator shows the efforts placed on ensuring all students are provided with rigorous and relevant learning opportunities to prepare them for life after high school. In addition, MHS made significant inroads in reducing chronic absenteeism - especially for high-need students.

The Fowler School saw its greatest gains in student performance in Science (tested in Grades 5 and 8). Fowler exceeded targets across the board in Science - from over all achievement and growth, to all of our subgroups. MCAS data also showed improvement in ELA and Math at Fowler.

The Spring 2019 MCAS results showed that the Green Meadow School exceeded the Math targets and met the ELA targets.

Professional Development

The district has done a tremendous amount of work this year in the area of Cultural Proficiency for staff. These professional development sessions laid the groundwork for some deeper exploration of cultural proficiency in education and what learning we as a Maynard School Community need to engage in to help move the needle towards a more inclusive community.

Student Learning

To address student social emotional needs, the district has begun work with the focus on the 5 SEL Competencies which include:

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

Grants and Recognition

The Town of Maynard, in conjunction with Maynard Public Schools, was awarded the Green Communities Competitive Grant in the amount \$104,536.00 from the Department of Energy which enabled us to install LED lights at Fowler and Green Meadow.

Maynard Public Schools FC: 195 legislative earmark

We are fortunate to have received \$60,000 for the replacement of our leveled library at Green Meadow from the Massachusetts Department of Education.

It has been an amazing year. Maynard Public Schools will continue to ensure our students are innovative and creative global citizens.

Respectfully Submitted,
Mary Jane Rickson
Interim Maynard Superintendent of Schools

GREEN MEADOW ELEMENTARY SCHOOL

Green Meadow Elementary School serves approximately 500 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 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, Wellness, Computer Technology, and Spanish, provides our students with further learning beyond traditional academics. Special Education Services and Title One instruction in mathematics and reading give our students a multi-tiered level of support.

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, volunteer, and attend events showcasing student work. 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. Favorite traditions have included the Tiger Trot, Holiday Gift Shoppe, and Family Picnic. 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.

Curriculum/Instruction

We use the Wilson Foundations Program in PreK to Grade 3. The Wilson Program is foundational as it provides comprehensive instruction in phonics and phonemic awareness. Our students also participate in a balanced literacy program. This includes Readers' Workshop, Writers' Workshop and the Daily 5. Throughout the school year, classroom teachers work closely with our literacy specialists to analyze results from assessments, such as DRA and DIBELS, 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. A vernal pool along our property line enables students to study animal life cycles, seasons, and environmental changes in a natural setting.

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. In

this work, we use the Positive Behavioral Interventions and Supports Program (PBIS). Our PBIS committee helps develop school-wide practices, routines, incentives, and lessons to enhance social skills and create a positive school climate.

The following activities also 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 bi-weekly guidance lessons.
- Grade level meetings are held with students throughout the year to teach routines and reinforce expectations, such as cafeteria manners and safe recess behavior.
- School-wide assemblies are held to celebrate events and foster a positive school culture. A student favorite is the skits performed by our ‘Respectful School Committee.’ Staff members act out stories based on books promoting kindness and bullying prevention themes.
- Students are also involved in community service projects such as environmental clean-ups, writing letters to soldiers, Maynard Food Pantry drives, and collections for other charitable organizations.

Respectfully Submitted,

Donna Dankner

Principal of Curriculum, Instruction & Assessment

Tim McGillicuddy

Principal of Leadership and Operations

FOWLER SCHOOL

Here are some of the highlights and new programs that we’re offering at Fowler.

- Both principals, Dan Costello and Mike Barth, are in their second year at Fowler and have continued to make a very positive change in the culture of the school.
- Once again, we kicked off the school year with the Fun Run, a week-long fundraiser that culminated in raising just over \$10,000 which has allowed us to support several programs such as the Composting Program, enrollment in Math Olympiad, and attendance for ten students to attend a Leadership Workshop at Worcester State.
- Fowler welcomed four teachers - three who were new to the district, and one who returned to Fowler after leaving for a year.
- Fowler welcomed a second CASE Collaborative Program for students with disabilities. CASE students attend lunches, and many specials, alongside typical Fowler students. Over the years CASE has been an integral part of the Fowler Family.
- The new schedule has allowed us to reduce the lunch period from 120 minutes to 105 - and we do not split grade levels. All students in each grade get to eat together.
- Fowler hosted both the Geography Bee (Dec 5, 2019) and the Spelling Bee (January 23, 2020) with 25 students competing in the school-wide Bees. The Imago School in Maynard partnered with us for the Spelling Bee. All 485 Fowler students participated in the classroom Bees. School Champions move on to the state-level competition. The Spelling Bee trophy is named the Robert Brooks Award, after long-time Fowler principal Bob Brooks.
- The Positive Behavior Interventions and Supports (PBIS) program moved into its third year of implementation. Improvements and modifications to the Code of Conduct were

implemented. In addition, each grade has begun having Community Meetings to teach, reinforce, and celebrate PBIS as a full grade level.

- For the first time, 4th grade musicians were able to participate in the December 2019 Winter Concerts, as they began their instrument lessons at the beginning of the year.
- Makerspace is now offered to students in Grades 4-8 and the program is off to a strong start and meets once per week.
- After receiving feedback to better prepare students for the 1:1 device program, we began offering the Be Internet Awesome course (Google-developed curriculum) to all 4th and 5th graders this year. Next year, the class will be taken by all 4th graders.
- The Fowler schedule is now on a 4-day rotation with 2 specials per day for each student. This has allowed teachers to have a daily CPT (common planning time) to look at data, troubleshoot student concerns, and plan for instruction, while at the same time offering a wide breadth of classes for each student.
- Fowler joined the Math Olympiad for the first time and has two teams participating in monthly math contests along with thousands of other students across the country. There is a team of 30 5th and 6th graders and a team of 30 7th and 8th graders.
- After Halloween, Fowler students donated 100 pounds of candy that was provided to the Veterans' Homeless Shelter in Worcester.
- During Spirit Week in mid-November, the Fowler Student Council collected over 300 pounds of non-perishable food items for Open Table in Maynard.
- In mid-December, Fowler ran a "Don't Keep the Change" event for students and staff to donate loose change. In one week, we raised \$150 that was donated to Open Table in Maynard.
- Fowler began offering a wide array of after school clubs this year, open to any and all students. From the Cycling Club to Gaming to Dungeons & Dragons, to name a few, we have more than 20% participation in our extracurricular clubs!

Respectfully submitted,

Michael Barth

Principal of Curriculum, Instruction & Assessment

Dan Costello

Principal of Leadership & 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 2019 was held outdoors at Alumni Field under ideal weather conditions. Alumni Field is always a wonderful venue and was enjoyed by the entire community assembled to view and participate in the joyous ceremony for the 93 assembled graduates and the large crowd of family and friends there to support them. Graduates had the pleasure of listening to a wonderful story presented by keynote speaker Ms. Pat Adams, who is a former teacher at Fowler School.

Valedictorian Elizabeth Midey and Salutatorian Charlie Neuhauser were among the more than 93% of graduates going on to further education and training at top rate colleges and universities which include but are not limited to the following: Harvard University, Assumption College, Bryant University, Coastal Carolina University, Franklin Pierce College, Johnson & Wales, Keene State College, Lasell College, Mass College of Art, Montserrat College of Art, Montana State University, Northeastern University, Ohio State University, Providence College, Quinnipiac University, Purdue University, UMass Amherst, Boston, Dartmouth and Lowell, University of Pittsburgh and University of Michigan. The remaining 7% of graduates had post-graduate plans including military service, directly entering the workforce or taking a planned gap year.

Graduated Students 2019

Aktas, Seren	Faret Machado, Elisa	Miller, Jennifer	Rubio, Emma
Angelone, Isabella	Fitzsimmons, Emma	Monahan, Ryan	Ruggiero, Dauntea
Banegas, Roni	Garcia Alvarado, Allison	Morales, Yaritza	Samset, Sindre
Barilone, Michael	Gargas, Kaitlyn	Mortis, Connor	Semakula, Axum
Booth, Hannah	Gavin, Molly	Mullaney, Aidan	Sherman, Brandon
Boothroyd, Aihua	Giunta, Dylan	Nelson, Soren	Sicard, Lucas
Bourgeois, Alyssa	Hale, Devon	Neuhauser, Charles	Silva, Dylan
Boyle, Michael	Hankins, Katelynn	Niyomsin, Natalie	Smith, Kamille
Caldicott, Liam	Hartwell, Jake	Noble, Alexander	Smith, Thomas
Callbeck, thomas	Henderson, Adam	O'Leary, Caitlyn	Sofferman, Zoe
Camilo, Juliano	Insixiengmay, Nina	Pagan, Yamilet	Stout, John
Cedeno, Jordan	Jaillet, Elizabeth	Pantalone, Vivian	Sullivan, Benjamin
Chen, Vincent	Koskinen, Lucas	Patel, Paavan	Swanbon, Daniel
Cobb, Violet	Kucich, Christopher	Pepin, Lucas	Teague, Cassandra
Collentro, Alicia	Lamenza Naylor, Dante	Pepin, Zoe	Templeton, Timothy
Connor, Julia	Lawton, Georgia	Potenza, Andrea	Teska, Christy
Copley, Sophie	Lawton, Timothy	Prince, Siobhan	Thompson, Megan
Corcoran, Joseph	Longo, Grace	Ramirez, Diego	Tucker, Meghan
Cormier, Meredith	Luciano, Joseph	Rappaport, Adin	Umbrell, Sara
Denaro, Benjamin	Ludwig, Peter	Ray, Alyssa	Utley, Kobe

Duddy, Sean	Manning, Anna	Reilly, Nicholas	Vargas, Kenneth
Duran, Jose	McPhail, Molly	Roche, Lauren	Weeks, Emmeline
Eccleston, Nicole	Midey, Elizabeth	Rodrigues, Gabryella	Whitney, Chad

English, Rhiannon

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 one year 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, afterschool WAVM club. In addition, all Maynard High School seniors must complete a “Senior Pathway” prior to graduation. These pathways include completing and defending a robust Digital Portfolio of work completed while at Maynard High School, or by completing a “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.

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.

Other clubs include WAVM, Young Republicans and Young Democrats Clubs, Cooking Club, Best Buddies, Mock Trial, and many more. We have also added a Quiz Show Team that has competed around the state under the auspices of Television Station WGBH. Last year’s competitors were Owen Sullivan-Dale, Kamille Smith, Talal Siddiqui, Sarah Synan, Adam Henderson, and Noah DeCastro. In addition to the Quiz Show, students started an Interact Club under the charter of the Rotary Club, a Latin Club, and a Chapter of Amnesty International. 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 under the direction of Athletic Director Kevin Caruso and our exceptional coaching staff. Highlights include:

- The boys’ basketball team earned its sixth consecutive league title and came in second in the Clark Tournament. The girls’ basketball team won the league and made it to the central mass championship.
- After many years of success our Boys & Girls Soccer Teams continued at higher division play and both reached the state tournament. The boys made it to the central mass semi-final and lost in the penalty kick rounds.
- Both the Girls and Boys Track Teams saw large participation rates and all members of the teams performed well consistently.
- The Baseball and Softball Teams qualified for the MIAA Tournament.
- Our Golf Team was also a district tournament qualifier.
- Many Maynard student-athletes were recognized as league All-Stars, Central Mass All-Stars, All-State players and league MVPs.

- The athletic department continues with its Facebook and Twitter page, as well as a website which enhances communication with parents and the community.

Special thanks go out to the Booster Club for their support whenever asked. Thanks also go out to Remembering Maynard’s Own and 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 shine at Maynard High School with well over 150 students from Grades 6-12 participating in the after-school program. This past holiday season, the WAVM telethon sponsored by Beacon Santa raised over \$33,000. With the acceptance of our application for the expansion of WAVM instruction into a Chapter 74 Certificate program in Radio and Television Production, a new era has opened up for the students of Maynard High School. This past year we were able to add a faculty member and additional courses to expand formal instruction in Radio & Television production within the school day itself. We hope to expand our enrollment beyond 13 this coming year.

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 continue to enjoy exciting international traveling opportunities by being able to travel to Spain, Quebec, and England.

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.

School Council Members

Charles Caragianes.....	Principal & Chair
Rachel Fisk.....	Student
Talia Caloggero.....	Student
Patrick O’Neil	Student
Talal Siddiqui.....	Student
Ellen Duggan	Community Member
Mark Minasian.....	Teacher
Michael Waldron	Teacher
Beth Vavra	Teacher
Jay Levine	Parent
Alysson Severance	Parent

In addition to the members of the School Site Council, a major thank you goes out to the Maynard High School PTO, Remembering Maynard’s Own, 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 who do everything from build the sets for our school musical to helping with our annual Beacon-Santa Telethon. 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/
Athletic Director*

STUDENT SERVICES

The Department of Student Services coordinates Special Education, English Learner Education, Preschool, Civil Rights including Section 504, Health Services, and the district's responsibilities under the McKinney-Vento Homeless Education Act. Given the district's responsibilities for providing specialized transportation to special education and homeless students, the Department of Student Services also oversees the coordination of all special transportation services. Additionally, the Department of Student Services staff supports all district-wide and school-based initiatives essential to meeting the needs of all students.

Special Education

The Maynard Public Schools are committed to providing a continuum of special education supports and services across the district and 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 have an Individualized Education Program (IEP) specifically developed for them by a designated IEP team. Since "one size does not fit all" we offer a continuum of services including highly specialized in-district programming. We work to provide programming that will allow students to learn in their neighborhood school where they can grow and become productive members of their community.

Since the inception of Massachusetts Special Education Law Chapter 766, the Maynard Public School System has served the special education needs of students with disabilities by providing supports and services in a variety of settings. As of January 29, 2020, the school district provided special education services to 264 students ages 3 to 22 (20% of students receive special education services).

We offer a variety of in-district programs to students eligible for special education services. Our programs offer a structured environment with predictable routines, highly specialized individual and small group instruction; and curriculum that allows students to experience success as they learn and develop at their own rate.

Preschool

Over fifty students enrolled in the Green Meadow Preschool Program as of October 1, 2019, with the number of students in our program continually growing over the course of the school year. To provide a range of program options for our students in the preschool program, the Green Meadow Preschool continues to offer full-day and half-day sessions. In fall 2015, the Preschool Program was re-accredited by the National Association for the Education of Young Children (NAEYC) –

the nation's leading organization of early childhood professionals. By maintaining our accreditation, the Green Meadow Preschool program is recognized as a leader in a national effort to raise the quality of early childhood education, and to help give all children a better start. Our early childhood supports and services have also been recognized by the Massachusetts Department of Early Education and the Massachusetts Department of Education.

The Student Services Department conducts Preschool screenings for three and four-year-olds throughout the year and a Kindergarten screening in April. As a result of these screenings, parents and school personnel are apprised of a child's cognitive, communication, physical and behavioral strengths as well as possible areas of need. Ongoing screening and assessment activities are also conducted for students in grades K-12, residing in Maynard, suspected of having special education or related service needs.

English Learner Education

In addition to Special Education and the Green Meadow Preschool, the Student Services Department also coordinates the English Language Education Program for an increasing number of English Learners (EL) students and Formerly English Learners (FEL) students in grades K to 12. By Federal and State regulations, each school district is required to provide English Language supports to students who have are English Learners (EL). The Maynard Public Schools is committed to providing high-quality English Language Development and Sheltered English Immersion consistent with best practices to our increasing enrollment of English Learners.

As of October 2019, 70 K to 12 students were identified as English Learners. Districts with EL enrollment below 100 are considered to be low-incident. Being a low-incidence district, we do not qualify for Federal Funding.

Grant Funding

Currently, the Student Services Department manages approximately \$400,000 in Federal and State grants pertaining to special education and early childhood education. Paraprofessional positions and contracted services are funded by these entitlement and competitive grants. These funds further support our efforts to provide quality supports and services to the students in Maynard.

Respectfully submitted,

Carol Riccardi-Gahan
Director of Student Services

EXCEL PROGRAMS - BEFORE AND AFTER SCHOOL CARE

“Excellence in Care, Enrichment and Learning”

The EXCEL Program is a tuition-based before and after school program for children in kindergarten through Grade 7, operated under the auspices of Maynard Public Schools. There were 240 students enrolled in the past year with a dedicated staff of 40, including part-time and full-time staff, college students, high school students and volunteers.

Professional development for all EXCEL staff included pediatric/adult first aid/CPR offered by

Emergency Training Specialists and behavior management seminars presented by Donna Shea, Director of the Peter Pan Center in Boxborough, MA. Staff attended the October conference for child care providers sponsored by the Network of Extended Day Directors in Wayland, MA.

Partial and full scholarships for special activities have been provided for needy families through the generous donations of the Maynard Community Chest.

EXCEL at Green Meadow School provides before school care from 7:00 a.m. to 8:30 a.m. for grades kindergarten through grade 7. Grades 5 through 7 are escorted to Fowler School at 7:40 a.m.

Due to the reconstruction and the condition of the roof in the kindergarten wing at Green Meadow School, we lost our kindergarten base room. The kindergarten staff now push rolling carts (equipped with manipulatives, crafts, and furniture) and go to designated rooms each afternoon.

Grades 1 and 2 were based in the cafetorium after school at Green Meadow School.

Grade 3 walked to the Fowler School at 3:00 p.m. daily for a snack, supervised homework time and ‘free choice’ activities until 6:00 p.m. Grade 3 has two locations at Fowler School: the music room on the first floor and the first classroom on the right upstairs.

Children were offered a choice of activities including field trips, reading, arts and crafts, indoor/outdoor games, science projects, music and quiet time within a theme-oriented curriculum.

The Fowler After School Club or FASC/Grades 4-7 was located in the cafeteria. The program included supervised homework time with access to electronics, crafts, cooking, sewing, community service projects, gym, playground, sports, guest presentations and field trips.

Special theme programs were offered on early release days and February/April school vacations in 2019. A seven-week summer enrichment program with weekly themes was available to children completing kindergarten through grade seven. Morning, afternoon or full-day programs were offered with flexibility. Optional field trips and special events/presenters included: Canobie Lake Park, Breezy Picnic Grounds & Waterslides, Museum of Science, George’s Island Cruise, Purgatory Chasm, West End Creamery, Truck Day, Fine Arts Theatre, Southwick Zoo, Zoomobile, Maynard Public Library, Circus Smirkus, Discovery Museum, Harvard Bowling Lanes, New England Aquarium and Outreach, Knucklebones, Pawtucket Red Sox, Duck Tours, Sub-Zero, Wachusett Mountain State Reservation, Waltham Community Gardens, Inflatable Obstacle Course and the Ecotarium.

The FASC Program honored all FASC students with an art show in June with a display of some of their very intricate works of art with a “jungle” theme. Parents, school faculty and students enjoyed this social gathering along with refreshments.

The Maynard Music Association invited the entire enrollment to attend a magnificent performance of the “Beelzebubs” on March 8, 2019 at Maynard High School. This group is Tufts University’s oldest male a cappella group, performing all over the globe, bringing “Fun Through Song” to the world since 1963.

Cody Wells, from Astoria, New York, was hired for the month of December 2018 as a resident brick artist to work with Green Meadow students and the Fowler After School Club. With his

guidance the students created a “Winter Snow Village” with Legos. The village was displayed at the Maynard Public Library through January 2019. A special reception took place on December 28 to showcase the village, as families were able to enjoy Lego challenges and games. The project was made possible by the support from the Maynard Education Foundation, the Maynard Public Library, Sarah Paisner (school librarian), the DPW and EXCEL/FASC Programs. Cody continued with us by providing “Legomania” after school classes during the summer and throughout the fall and winter.

Pokemon Club was offered at Green Meadow School and Fowler School in the spring of 2019. We were pleased to have Bobby Whitcomb of Excelsior in Maynard as he offered a great experience for students in grades two and three.

Other after school classes, opened to all students at Green Meadow School in 2019 included: Chess Wizards, Spanish and Kids Test Food Kitchen.

Information about EXCEL/FASC Programs:

phone: 978-897-8021

e-mail: excel-fasc@maynard.k12.ma.us.

website: Maynard Public Schools, Maynard, MA., go to Green Meadow School or Fowler School, Menu, ‘For Families’

Respectfully Submitted,
Lois V. Cohen, Director

Municipal Services

OVERVIEW

Staff:

Megan Zammuto	Assistant Town Administrator/ Executive Director of Municipal Services
Joanna Bilotta	Department Assistant
Richard Asmann	Building Commissioner
Peter Morrison	Inspector of Wires
Jim Downing	Assistant Inspector of Wires
Adam Sahlberg	Plumbing & Gas Inspector
Ethan Corey	Alternate Assistant Inspector of Wires
Kaitlin Young	Conservation Agent / Assistant Planner
Bill Nemser	Town Planner
Kelly Pawluczzonek	Health Agent
Beth Grossman	Food Inspector

The Office of Municipal Services (OMS) manages and operates the planning, economic development and regulatory service functions of the Town. The office is a customer-service based department, providing the review and inspection processes that address necessary public health, safety, environmental and community concerns in an efficient, effective, timely and cost-efficient manner.

OMS integrates the following regulatory divisions: Building & Inspections, Permitting, Public Health, Planning & Zoning, and Conservation. Staff provides support to the Town’s regulatory boards and commissions including the Board of Health, the Planning Board, the Zoning Board of Appeals, and the Conservation Commission. Most permits can be applied for, paid, and issued, through an on-line portal. Our staff is available to assist those for whom the on-line process is not available.

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 DEPARTMENT

Report of the Building Commissioner

Building activity in Maynard was strong, continuing a flurry of activity at 129 Parker Street (Digital Way). Permits were issued for the new Market Basket, three other Commercial building Shells, and a pedestrian bridge on Digital Way. 441 building permits were issued in 2019, well above the previous 15-year average of 362. No permits for single- or two-family dwelling units were issued for the first time in over 20 years. The 15-year average for single and two family dwellings is 10. 2 Multi-Family projects were begun; a 5-unit mixed use building at 31 Main Street and a 24-unit apartment building at 42 Summer Street. The VUE apartment buildings (180

units) were finished and approved for occupancy. Total Value of Construction and Building Permit Fees collected were down more than 50% from 2018, however Total Value was up 62.9% and Fees were up 86.2 % from the previous 15-year averages. The coming years look strong as Digital Way continues with its buildout and several significant projects are now in the planning stage. 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. I would like to remind the residents of Maynard that a Building Permit and an approved inspection are required prior to the installation or use of a wood or pellet stove. Most fires caused by wood stoves are due to improper installation. Proper venting of these may prevent fatalities.

Respectfully submitted,

Richard A. Asmann
Building Commissioner

Building Permits by Construction Type

Type of Construction	Permits	Construction Value	Fees
New 1 or 2 Family Dwellings	0	\$0.00	\$0.00
New Multi-Family Dwellings	3	3,133,410.00	43,869.00
Residential Additions/Alterations	365	6,577,252.00	82,801.00
Wood/Pellet Stoves	5	n/a	175.00
Sheet Metal/Mechanical	21	786,269.00	11,307
Temporary Tents	1	n/a	35.00
Signs	6	28,910.00	1,000
Commercial Alterations/Repairs	35	2,667,290.00	38,544.00
Commercial New Buildings	5	12,990,119.00	181,863.00
Total 2019	441	\$26,183,250.00	\$359,594.00

Plumbing & Gas Inspector

I have enjoyed serving the Town of Maynard in the capacity of Plumbing and Gas Inspector and wish to thank the Board of Selectmen, the Maynard community, and the Office of Municipal Services for their partnership in helping me to execute my responsibilities.

Plumbing and Gas Permits Issued 2019

- 525 Plumbing permits were issued
- 363 Gas permits were issued

Respectfully submitted,

Adam Sahlberg
Plumbing and Gas Inspector

Inspector of Wires

It has been my pleasure to serve the Board of Selectmen, 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 2019: 273

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 2018, the following sealings were successfully completed:

CVS Pharmacy.....	1 Scale
BP	16 Meters
Jimmy’s Garage.....	11 Meters
Cumberland Farms.....	12 Meters
Maynard Mobil.....	24 Meters

PUBLIC HEALTH

Board Members

Ronald Cassidy.....	Chairman
Kathy McMillan.....	Member
Lisa Thuot.....	Clerk

Staff

Beth Grossman.....	Food Inspector
Kelly Pawluczonek.....	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.

<u>Licenses & Permits</u>		Re-Inspections.....	69
Food Service (Full, Retail).....	38	Hearings.....	0
Temporary/Seasonal Food.....	9	Plan Reviews/Pre-Openings.....	23
Catering.....	2	Change of Owner Meetings.....	0
Fraternal Clubs.....	2	Complaints.....	1
Church Kitchens.....	2	New Establishments.....	3
Mobile Foods.....	2	Food Recall.....	3
Schools Kitchens.....	3	Foodborne Illness.....	1
Residential Kitchens.....	3		
		<u>Inspections/Investigations</u>	
Food Pantry.....	2	Housing Inspections.....	40
Funeral Directors.....	1	State Housing Inspections.....	1
Swimming Pools.....	3	Rooming House Inspections.....	2
Tanning Salon.....	7	Septic Abandonment.....	0
Solid Waste Haulers.....	1	Pools (Public/Semi-Public).....	3
Septic Haulers.....	3	Camps.....	2
Tobacco Permits.....	10	Tanning Salons.....	1
<u>Food Program</u>			
Food Inspections Routine.....	98		

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 the Maynard Road Race and 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.

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.

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.

Disease	# of Cases
Babesiosis	1
Campylobacteriosis	1
Cryptosporidiosis	1
Giardiasis	1
Hepatitis C	4
Human Granulocytic Anaplasmosis	3
Influenza	51
Meningitis - Unknown Type	1
Salmonellosis	6

Respectfully submitted,

Kelly Pawluczonek
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.

During the late summer and entire fall season of 2018, precipitation was well above average. With that, and above average temperature and precipitation levels during 2019, mosquito populations were above average during the 2019 mosquito season. Starting in July, eastern equine encephalitis (EEE) was starting to be found in mosquito samples from Plymouth and Bristol counties. During August and September, EEE was being found in mosquito samples close to Maynard, none were found in Maynard. There were twelve residents in Massachusetts that contracted EEE during the 2019 season, none of them resided in Maynard. The Massachusetts Department of Public Health (MDPH) determined that there was a high risk for EEE in Maynard by the end of the 2019 season. There were six residents in Massachusetts that contracted West Nile virus (WNV), none of which were from Maynard. MDPH determined that there was a low WNV risk in Maynard by the end of the 2019 season.

The adult mosquito surveillance program monitored mosquitoes from 4 Maynard trap collections. No WNV or EEE was found in mosquitoes from Maynard.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (Bti) and methoprene. Bti is classified by the Environmental Protection Agency as relatively non-toxic. Methoprene is classified as relatively non-toxic when ingested or inhaled and slightly toxic through dermal absorption. In April, a helicopter was used to apply Bti granules to 27.8 wetland acres to control spring floodwater mosquitoes. Field crews continued to visit wetlands by foot throughout the summer to sample water for mosquito larvae. Methoprene was applied to 900 catch basins to control *Culex* mosquito larvae. In Massachusetts, *Culex pipiens/restuans* mosquitoes are considered to be the primary vectors for WNV.

For adult mosquito control, crews applied perimeter treatments to control adult mosquitoes around public schools and fields. This activity was done in response to a high risk for EEE. Perimeter applications were made with Mavrik Perimeter. The active ingredient is tau-fluvalinate and is classified by the EPA as moderately toxic. Advance notification of spraying was done through notices posted at the locations sprayed. Spray activities were also posted on the town website.

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:

James Bullis.....	Chair
M. John Dwyer.....	Member
Laura Mattei.....	Member
Christopher Butler.....	Member
John Milhaven.....	Member

The Conservation Commission is responsible for the preservation, acquisition, and stewardship of open space; administration and enforcement of state and local wetland regulations and bylaws; review and approval of stormwater management under the local bylaw; monitoring and oversight of ongoing projects; and public education. The Commission meets regularly on the second Tuesday of each month, and members also attend various workshops, trainings, and conferences to learn more about wetlands, open space preservation, and stormwater management.

- The Conservation Commission held 11 regular meetings and four additional meetings in 2019. Two of those additional meetings included Commission Site Visits.
- The Conservation Commission issued two Orders of Condition, five Wetland Determinations, three Stormwater Management Permits, and five Certificates of Compliance.

- The Commission welcomed three new members, including Laura Mattei, Christopher Butler, and John Milhaven.
- The Conservation Agent continued biweekly inspections of the Maynard Crossing development, to ensure that sedimentation barriers and Blanding’s Turtle barriers were in proper working condition. The permanent fence to prevent the Blanding’s Turtles from entering the site was successfully installed. The Commission approved of multiple minor changes to the site plans and looks forwarding to accepting a Conservation Easement on the property in 2020.
- The Conservation Commission acquired a piece of riverfront property on Thomas Street, which is near the downtown area. Improvements to the parcel, including the removal of dilapidated buildings and the installation of a path to the river, are required through a Development Agreement for another property in the Downtown Overlay District.
- The Conservation Commission received money from the Community Preservation Committee for improvements at Ice House Landing, including a new bench, and new informational kiosks.
- The Commission spearheaded the remediation of some prominent, high-visibility violations and looks forward to the continued cleanup of these parcels.
- The Conservation Agent successfully worked to educate the public on stormwater issues per the federal MS4 permit. The Commission began reviewing its stormwater bylaws and regulations to ensure compliance with the MS4 program.

The Conservation Commission anticipates an exciting and productive 2020 and hopes to improve the management and care of its open space land, streamline application processes, and further promote public education on important environmental issues that affect the Town.

Respectfully Submitted,

James Bullis
Conservation Commission Chairman

PLANNING & ZONING

Planning Board

Members:

Greg Tuzzolo.....	Chairman
Andrew D’Amour.....	Vice Chairman
Bill Cranshaw.....	Member
Jim Coleman.....	Member
Chris Arsenault.....	Member
Michael Uttley.....	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. 2019 saw the Planning Board as busy as

ever with a variety of projects and initiatives including a good amount of downtown development.

Planning Board Highlights

- Under the supervision of the Planning Board, the Master Plan “steering committee” has nearly completed the plan! The Master Plan is blueprint for a community vision to reflect the values of its residents and provides an invaluable tool to assist in decision-making, policy development and plan making. The Planning Board anticipates adopting the Master plan in Spring 2020.
- The Board adjusted the Zoning By-laws to require projects utilizing a “Mixed-use” zoning designation include a minimum percentage of a commercial component.
- The Maynard Crossing project, at 129 Parker Street, has been going full steam ahead. Residential units at “The Vue” are occupied, a lot of people waiting for Camilla Gardens Senior Living and Market Basket broke ground and is looking at a late 2020 opening!
- The Board hosted The Urban Land Institute (ULI) as they presented their analysis of the municipal parking lot at “Naylor Court” (locally known to many as “the basin”). The daylong session, sponsored by MassDevelopment, was led by a “Technical Assistance Panel” consisting of ULI experts representing a variety of fields. The analysis focused on development of potential options to make the area safer for pedestrians, improve the aesthetics and develop new business opportunities.
- The Board amended the Zoning By-laws to allow Hotels the Central Business District by Special Permit. Currently are allowed within the Business and Healthcare Industrial Zoning Districts (Mill and Main). Allowing appropriate-scale hotels in would be an economic development asset and potentially increase the desirability of Maynard’s Cultural District as a destination. By requiring a Special Permit, for a hotel, the Planning Board can individually review proposed plans and if needed, adjust the plans to the site after a complete review.
- Downtown mixed-use projects continue to be very popular with the Planning Board approving 31 Main Street as well as a multi-family development on Summer Street. There is there is no question that Downtown is buzzing and is a very exciting place to be!

The arrival of the Beijing Royal School at the 111 Powder Mill Road (the former Stratus Technologies campus) will keep the Board busy in 2020. The K-12 school is expected to include a daycare for young children, a gym and cultural amenities. Proposed curriculum at the school would include bilingual general education as well as medical and healthcare training.

Moving into 2020, the board anticipates a busy and eventful year that should see Maynard's local economy continue to grow, welcome some new development and continuing to ensure Maynard continues to be a great place to call home!

Respectfully Submitted,
Bill Nemser
Town Planner AICP, LEED AP



Zoning Board of Appeals

Members:

Leslie Bryant.....	Member
John Courville.....	Member
Jerry Culbert.....	Member
Jamel DeVita.....	Alternate
Marilyn Messenger.....	Member
Paul Scheiner.....	Chair

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 a Decision 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 members to view the property or to give the Petitioner sufficient time to submit more specific information.

Zoning Board of Appeals Highlights

Despite all the activity in 2019, the ZBA had a very quiet year:

- 1 Summer Street (fire station) – Variance request to allow a temporary structure building with a reduced setback (approved). The Variance will remain in effect until such time as a new fire station is constructed and ready for occupancy at which time the temporary structure shall be removed.

The ZBA wishes to thank all Town officials, other boards and committees for their support and assistance during 2019!

Respectfully Submitted,

Bill Nemser

Town Planner AICP, LEED AP

Human Services

COUNCIL ON AGING

Board Members:

Anita Dolan.....	Chair
Paula Copley.....	Vice Chair
Diane Wasiuk.....	Secretary
Angelina Flannery.....	Member
C. David Hull.....	Member

The Maynard Council on Aging is a municipal department meeting the diverse needs of seniors in Maynard age 60 and older.

The mission of the Council on Aging is to promote and support healthy aging for the town's senior citizens. We will seek to assist seniors maintain dignity, independence, physical and psycho-social well-being through programs and services designed for them and their caregivers.

Demographics

Currently Maynard's seniors over the age of 60 constitute 24% of Maynard's total population (2553 out of 10,545).

The COA is staffed by a full-time Director and a 35-hour Principal Clerk and is open Monday through Friday from 9:00 a.m. to 3:00 p.m.



Services include

The Council on Aging provides information and referral to a wide array of services and resources including Minuteman Senior Services (which provides health insurance counseling, home care assessments, Meals on Wheels, and caregiver supports), housing options, transportation, legal resources, fuel assistance programs, caregiver supports, and local resources such as pantries and community organizations. The COA works with various town departments and oversees the Senior Tax Work Off program. As well, the COA facilitates the Salvation Army program and manages a durable medical equipment loan program.

Classes and activities include

The COA offers fitness classes including Zumba Toning, Yoga, Tai Chi, Stretching and Line Dancing which promote overall health. A monthly wellness clinic is sponsored by VNA Care and healthy living presentations are offered. Monthly luncheons, bingo, crafts, movies, documentary series and art classes provide opportunities for socialization and education.

Transportation

The Council on Aging Van Service operates five days a week (7:00 a.m. to 3:00 p.m.). Riders are transported to Emerson Hospital, medical appointments, grocery stores, banks, social and recreational opportunities and personal priorities. The service is funded by the Massachusetts Department of Transportation through the Lowell Regional Transit Authority. The Council on Aging Van Service provided over 6000 rides in FY2019.

Under 60 Services

The COA assists with fuel assistance applications and referrals to housing, legal support, transportation issues and community resources.

The Council on Aging newsletter is distributed monthly to the residents of Maynard. In addition to promoting the programs of the Council on Aging, the newsletter publicizes events at the Maynard Public Library and ArtSpace as well as supporting community organizations such as Open Table and the Maynard Food Pantry. The Massachusetts Executive Office of Elder Affairs partially funds the publishing of the newsletter.



Health and Wellness

Minuteman Senior Services facilitated a Diabetes Self-Management workshop. Nashoba Nursing Service & Hospice provided programs on integrative therapies, vestibular issues, “winter blues” and dementia education as well as holding a discussion of *Being Mortal* at the Maynard Public Library. Emerson Hospital sponsored a wound care presentation and Denise Mercury, nutritionist from Minuteman Senior Services, gave presentations on new food label guidelines. Anne Marie Lesniak Betley shared Chinese medicine perspectives.

Ageless Grace, a brain health fitness program, was enjoyed by an enthusiastic group of seniors.

The program consists of 21 simple tools for lifelong comfort promoting healthy longevity of mind and body. It focused on different anti-aging techniques, joint mobility, spinal flexibility, right-left brain coordination, bone density, muscle mass, cognitive function and balance confidence.



Educational and musical: The Senior Watercolor Class teamed up with Green Meadow Elementary School students to create the “Play/Toy” Painting Project inspired by a gift of stuffed animals to Sandy Wilensky, instructor of the COA’s Senior Watercolor class. The stuffed animals were used as painting subjects or artistic interpretations. The children chose meaningful toys for their acrylic on canvas paintings and the seniors chose from the toys selected by the children for their watercolor paintings. The artists met for the first time at their exhibition at the Maynard Public Library.

Special Programs included:

The COA sponsored two films on the immigrant experience as part of a collaboration with the Maynard Public Library’s Book Festival special program. Sally Thurston from the Maynard Public Library came and facilitated discussion after the programs.

Seniors visited the Tower Hill Botanic Garden to participate in a yoga class led by Rebecca Reber, one of the COA’s yoga teachers. The COA sponsored trips to Tower Hill throughout the summer.

Holiday events included the Commonwealth Ballet's Nutcracker, the Holiday Boston Pops and the Festival of Trees at the Massachusetts Horticulture Society in Wellesley, MA.

Twice a year, the Maynard High School and the Fowler School Band performed special concerts for the seniors in the spring and for the holiday season. Seniors attended a community event sponsored by the Maynard Music Association and enjoyed the BT ALC Big Band concert. The Council on Aging provided transportation to the Maynard Community Band concerts in the summer.



For National Honeybee Day in August, the COA provided several presentations as well as a documentary series. Melissa Ljosa, keeper of the Maynard Honeybee Meadow, shared her personal beekeeping experience. Lucia Camara, Bereavement Coordinator and Beekeeper from Nashoba Nursing Service & Hospice, talked about the medicinal history and value of honey. The COA visited the Virginia Thurston Healing Gardens in Harvard for a program on pollinator gardening, and honeybee products and their health benefits. A tour of the hives followed.



I would like to thank the Council on Aging Board for its advisory support. I would also like to express sincere gratitude to Patricia Kozik, the COA's Principal Clerk, for her compassion, creativity and endless enthusiasm.

Respectfully submitted,

Amy Loveless, LICSW
Director of Council on Aging

VETERANS' SERVICES

Staff

Wayne Stanley.....	Veterans Agent
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Veterans Benefits

Veterans Benefits are governed under Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and the Commonwealth of Massachusetts Regulations 108 (C.M.R. 108). Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The Town of Maynard is reimbursed 75% by the State for 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 Agent conducts interviews, establishes approvals, and conducts follow-up on veterans receiving assistance. Field investigations within the local community are also performed by this office to determine the recipient's continued eligibility to receive benefits.

Veteran's Service's also includes 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 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 was \$51,500.00 of which \$44,992.06 was spent helping qualified veteran's receiving and seeking Chapter 115 benefits.

Office

The Veteran's Office is currently located on the 1st level of the Maynard Town Hall. The office is currently staffed one evening a week on Tuesdays from 6 – 8PM however additional hours are available by appointment Monday through Saturday.

Legislation

During 2019, the BRAVE Act, which Governor Baker signed into law in late 2018, was implemented throughout the Commonwealth of Massachusetts. The BRAVE Act enhanced existing state benefits all eligible veterans and their families.

Highlights from the BRAVE Act include:

- Designates April 5 as Gold Star Wives Day, and the last Sunday in September as Gold Star Mothers and Families Day
- Establishes a Massachusetts Veterans and Warriors Agriculture Program to enhance education, training, employment, income, productivity, and retention of veterans working in or aspiring to work in the field of agriculture

- Allows parents or surviving guardians of veterans, who died in service to the country, to receive a real estate credit on property beginning January 1, 2019
- Increases veterans’ local property tax work-off program from \$1,000 to \$1,500
- Allows Gold Star license plates to be affixed to commercial vehicles
- Provides time off for veterans for Veterans Day and Memorial Day, with or without pay, at the discretion of the employer
- Requires the Department of Veterans’ Services to maintain and publish a list of law firms and organizations that provide pro bono legal representation for veterans
- Establishes a special commission to study cost and feasibility of exempting all cost to veterans of attending public higher educations in Massachusetts
- Directs the Executive Office of Health and Human Services in consultation with the Executive Office of Public Safety and Security, to partner with a Massachusetts college or university to conduct a study relative to veterans and military members suffering from mental health or substance abuse issues related to their military service and their needs in the criminal justice system
- Extends the veterans’ bonus program administered by the Treasurer to allow for the maximum amount of benefits under the program, Subject to appropriation, to those veterans who served during Operation Enduring Freedom, Operation Iraqi Freedom, Operation Noble Eagle, Operation Inherent Resolve and Operation Freedom’s Sentinel

Salute

It was my honor to serve as Disabled American Veterans (DAV) Chapter 82’s Commander for 2019. In 2019 DAV Chapter 82 raised just over \$11,000 during its annual “Forget-Me Not” campaign and the citizens of Maynard contributed significantly to this fundraising event. Many of Maynard’s residents donated money to DAV members standing outside in the summer heat, as well as the cold and chilly fall and winter months. Thank you to the residents of Maynard for your continued generosity and support to our Disabled Veterans. 100% of all donations went to local Disabled Veterans, their families in need, veterans in nursing homes, and Veterans undergoing medical treatment in VA Hospitals located here in Massachusetts. This year DAV Chapter 82 again donated sweat pants and sweatshirts to Sweats for Vets which is a non-profit charity that provides clothing to local homeless veterans. Salute!

Respectfully Submitted,

Wayne E. Stanley Sr., MSgt, USAF (Ret)
Veterans Agent

HOUSING AUTHORITY

Members

William Cranshaw.....	Chairman
George Hardy.....	Treasurer
C. David Hull.....	State Appointee/Vice Chair
Judith Peterson.....	Secretary
Robert Subick.....	Assistant Treasurer

At this time, the Authority’s two elderly and handicapped developments, Powdermill Circle (fifty-six units) and Concord Street Circle (fifty-six units), are fully occupied. In 2019 there were three new tenants at Powdermill Circle and six new tenants and one unit transfer at Concord Street Circle. The HUD Low Rent Family Dawn Grove (thirty-two units) is also fully occupied at this time. There was one new tenant that moved into this development in 2019.

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 complete development at Powdermill Circle was paved removing all old paving, regrading and final pave coat. Sidewalks were also done with new handicapped ramps added. The Authority and residents greatly appreciate this much needed work.

For information relative to low income housing for Elderly and Handicapped or for Families, please contact the Executive Director at the Authority office, 15 Powdermill Circle, Monday through Friday, 8:30 a.m. to 4:00 p.m.

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
Jan Rosenberg.....	Secretary
Peter Reed.....	Member at Large

Friends Officers

Aly Severance.....	President
Jan Rosenberg.....	Vice President
Dennis Morrisey.....	Treasurer
Greta Friel.....	Membership Coordinator



Library Staff

Stephen Weiner
Carol Akillian-Casey
Casey Petipas-Haggerty
Mark Malcolm
Jeremy Robichaud
Sally Thurston
Karen Weir* retired in early 2019
Deric Wilson

Part-time Circulation Staff

Liz Leaver
Semra Erdal
Cat Murray

Part-time Pages

Grace Wilde
Simone Tricca
Jordan Mullen
Claudia Severance
Emily Thayer
Nikhil Rao
Owen Thayer
Lilly Wilson
Nick Reilly
Brandon Sherman
Zoe Pepin
Samantha Grundstrom
Elizabeth Freeman
Ben Sullican
Joel Stenhouses

Volunteers

Connie Keenan
Karen Lund
Susan Gerroir
Abby Casabona
Sarah Boardman
Wendy Valentine
Lauren Flannery

Our longtime volunteer, Janet Brayden, passed away unexpectedly in the fall, 2019. We mourn her passing.

Days Open

The library was open 286 days in 2019. Hours open to the public were: Monday, Friday, and Saturday, 10 AM-5 PM, Tuesday and Thursday, 2 PM-9 PM, and Wednesday, 10 AM-9 PM. The library was closed on Saturdays during the summer.

Circulation

292,048. The library circulated 24,211 adult books, 2,918 young adult books, and 27,129 children's books. 6,635 audiobooks circulated. 15,077 items went out through our Overdrive (downloadable) program. 3,161 CDs and 13,960 DVDs were borrowed as well. Freegal (music downloads) was accessed 2,468 times and 1,011 museum passes circulated. 15,085 items were routed in for Maynard patrons to borrow, and 16,288 items were routed out for patrons in other communities to check out. 402 new card holders were registered and the library's wireless was accessed 9,636 times. There were 9,118 computer log-ins. Newsbank was logged into 414 times and Ancestry.Com 5,727 times. 5,884 people have Maynard Public Library cards.

Grants

The library received an award of \$15,598.51 from the Massachusetts Board of Library Commissioners for state certification. The library also received \$ 500.00 from the Mass Cultural Council.

Programs and Elections

315 programs were held in 2019. These programs were directed at children, teens, and adults. The Summer Reading Program for teens and younger children was also held. 275 children and teens participated in the Summer Reading Program. The annual Town election was held in May, 2019.

Reference/Meeting Room Use

4,217 reference questions were answered. 13 Instructional programs were held. There were 576

meetings held in the Maynard Public Library in 2018. 661 meetings were held in the library, averaging 2.3 meetings each day the library was open.

Festivals

315 programs were held in 2019. These programs were directed at children, teens, and adults. The Summer Reading Program for teens and younger children was also held. 275 children and teens participated in the Summer Reading Program.

Tutoring Sessions

201 tutoring sessions held, totaling 603 students. The library also sponsored 2 ongoing ELL classes.

Number of People in the Library

19,987 (October-December). That number projected over an entire year would be 79,948.

I would like to thank The Library staff, the Library Trustees, volunteers, and Friends of the Maynard Public Library, for their support during 2019. I'd also like to thank Town Administrator Gregory Johnson, Administrative Assistant Stephanie Duggan, Finance Director Mike Guzzo, and Facilities Manager Kyle Brainard. Finally, I want to thank the Maynard community for its ongoing support of the growing public library program.

Respectfully submitted,

Stephen Weiner
Library Director

BYLAW REVIEW COMMITTEE

Members

William Cullen.....	Vice Chairman
James Early.....	Member
William Kohlman.....	Chairman
Eugene Redner.....	Member
Alannah Gustavson.....	Secretary

At the start of 2019, the By-Law Committee consisted of the Chair, William Kohlman; Vice-Chair, Eugene Redner; Secretary, Alannah Gustavson; James Earley, and William Cullen.

The Committee met monthly with the exception of June, September and November. The Chair of the committee met with Animal Control Officer Jennifer Condon and Town Moderator Dick Downey to discuss changes to the By-Laws.

The Committee presented and/or sponsored eight articles for the May 2019 Annual Town Meeting which were all approved by Town Meeting vote. They were:

1. Add Chapter 41, Minimum Property Standards By-law
2. Add Chapter 42, Vacant/Abandoned Properties By-Law
3. Add Chapter 43, Municipal Charges Lien By-law
4. Amend Chapter 15, Section 23 Nuisances
5. Amend, Chapter 1, Section 17D Town Meeting, Secret Ballot
6. Amend, Chapter 1, Section 8 Town Meeting, Reconsideration
7. Amend, Chapter 34, Section 5A, Stormwater Management
8. Delete, Chapter 38 Utility Poles

The first four were withdrawn and not voted on. Changes to Chapter 1 were at the request of the Town Moderator to speed up Town Meeting. The change to Chapter 34 was to incorporate the fines within the By-law and not refer to Chapter 15. Chapter 38 was deleted since we had been advised by the Attorney General's Office, that a Supreme Judicial Court's decision in 2005, "invalidated a by-law regulating double poles as inconsistent with the provisions of G.L. c. 164, and as frustrating the fundamental state policy of ensuring uniform and efficient utility services to the public." They advised that it would not be enforceable.

These last four articles were approved at Town Meeting and by the Attorney General's Office.

At the start of FY20 some changes occurred on the committee. Alannah Gustavson had been appointed to the Finance Committee and resigned. Bill Cullen's term had expired and he chose not to be reappointed. We wish both of them well. At our July reorganizational meeting, Bill Kohlman was reelected Chair. Given that the meeting was not fully attended, other positions were tabled, in the event of having more members appointed. As of the end of 2019, no new members had been added.

The Committee sponsored two articles for the October 2019 Special Town Meeting which were all approved by Town Meeting vote. They were:

1. Add Chapter 41, Minimum Property Standards By-law
2. Add Chapter 42, Municipal Charges Lien By-law

These articles were approved at Town Meeting and are waiting the Attorney General's Office's decision.

Additional warrant articles that the committee has started preparation for the May 2020 Annual Town Meeting include:

1. To amend Chapter 21. Nuisances
2. To amend Chapter 24, Dog Owner's Responsibility Law
3. To amend Chapter 15 Section 5, Non-Criminal Disposition
4. To amend Chapter 27, Alarm Systems

Respectfully submitted,

William G. Kohlman
Chairman

COMMUNITY PRESERVATION COMMITTEE

Members

M. John Dwyer	Chair/Conservation Commission Representative
Rick Lefferts	Vice Chair
Steve Jones	Treasurer/Recreation Committee Representative
Anna-Lisa Lysell McLaughlin	Clerk
Ellen Duggan	Historic Commission Representative
William Cranshaw	Housing Authority Representative
Randy James	Capital Planning Representative
Jim Coleman	Planning Board Representative
Jon Lenicheck	Member
Linde Ghere	Member
Tom Hesbach	Member, Resigned June, 2019

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 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 library, the Town Clerk’s office and on the Town website.

From 2008 to 2019, the CPC has forwarded for Town Meeting approval over 3.8 million dollars in projects in the above four categories. A complete listing of all projects approved by the CPC is available by contacting the Committee or attending a meeting. The CPC meets the first and third Wednesday of each month in Town Hall at 7:00 p.m.

In May 2019, Town Meeting approved the following CPC funded projects:

May 2019 Town Meeting Approved CPC Funding Projects	
Restoration of Historic Gravestones	\$10,000
Conservation Fund Support	\$20,000
Ice House Landing	\$7,094
Replacement of Alumni Field Bleachers	\$10,000
Fowler Field Irrigation	\$50,000
Affordable Housing Trust	\$50,000
TOTAL:	\$147,094

We are pleased to report that the CPA projects approved and funded at the May 2019 Town Meeting are all being acted upon by appropriate Town departments or nearing completion.

Respectfully Submitted,

M. John Dwyer
Chairman

CULTURAL COUNCIL

Members

Jeff Swanberg.....	Chairman
Sara Lundberg.....	Treasurer
John Houchin.....	Secretary
Brad Matthews.....	Member
Andy Moerlein.....	Member
Morgan Kropa.....	Member
Greg Bokis.....	Member

The Cultural Council and District had another great year in 2019. In the spring we held our 3rd annual Awards Show at the Maynard Elk’s Lodge. 100 attendees including Senator Jamie Eldridge and Representative Kate Hogan to honor our 17 grant recipients. We also presented our 2nd annual Maynard Rocks Award. This year the award went to Denise and John Fitzsimmons for the community spirit and great neighbor attitude they display in hosting over 15 years of spaghetti nights. Erik Hansen was presented with a “Maynard as a Canvas” t-shirt for the work he spearheaded to get murals up in the downtown. Music was provided by John Fitzsimmons, with a brief performance by Maynard’s captivating kazoo orchestra.



Maynard also participated in the 2nd annual Massachusetts ArtWeek festival. During the first week of May 12 events were held by community partners including an “Art of the Latte” lesson at Serendipity Café, two special screenings by the Fans of Film at Fine Arts Theater, and the MBA’s Spring Art Walk.

Branding was also a key objective for the Cultural District, which changed its name from the Assabet to the Maynard Cultural District. The new name is more recognizable to visitors and easier to remember. To celebrate the change, a new sign welcoming people to the District was erected on Rt 27 featuring our new District logo. The triangle is reminiscent of our town’s roads, while the blues, green and orange colors represent the river, greenspace, and historic mill buildings of our community. The logo is also on new t-shirts and tote bags which are available at District events. The District participated in the Farmer’s Market, the Zagster bike kick off, Maynard Fest, and the MBA Holiday Sip & Stroll this year, where we handed out cider doughnuts, and mulled cider.

In November the District participated in the first Fair Saturday program, the Saturday after Black

Friday. Fair Saturday started in Spain as an artist's celebration of global culture with a social impact. This year we gathered for a cozy evening at Serendipity with cookies and warm drinks while listening to John Fitzsimmons. All donations raised were given to Open Table Maynard.

The Council worked with numerous other boards and town departments as well. The Council provided input into the Urban Land Institute's study of use for the Basin with the EDC, into design review for the new Fire Station and development of the former Gruber Brothers property for the Planning Board, and worked with the Master Planning Steering Committee, to make sure public art and cultural planning was included in their final presentation.

Two new projects are underway to place installation art on the Assabet River Rail Trail, and to provide rotating art in the public spaces of Town Hall.

We would like to congratulate Will and Liz Doyle for opening Sanctuary in the district this year. They've already hosted a number of fantastic concerts and events, and we look forward to having their amazing space in the center of our District for years to come.

Congratulations also to Alma and Alonzo Moreno both for being named the U.S. Small Business Administration Minority Owned Business of the Year for their first Maynard restaurant El Huipil, and for opening their second Maynard restaurant, Azucar. Alma and Alonzo have been active community partners, and we wish them the best.

We would also like to congratulate Jerry Beck for assuming the role of Executive Director at ArtSpace Maynard. Jerry brings in years of experience as an artist, non-profit administrator, and community leader. Welcome to Maynard, Jerry.

Two new members joined the Cultural Council this year. Welcome to Greg Bokis, and to Morgan Kropa, who also did a fantastic job designing the new District logo.

Finally, in the December we awarded 16 grants for the 2020 cycle.

Respectfully Submitted,

Jeffrey Swanberg
Chairman



ECONOMIC DEVELOPMENT COMMITTEE

Members

Jack MacKeen.....	Chair
Dick Downey.....	Vice-chair
Sarah Cressy.....	Secretary, Assabet Valley Chamber of Commerce Representative
Kate Hogan.....	State Representative (Karen Freker, Designee)
Lynda Thayer.....	Maynard Business Alliance Representative
Ron Calabria (Resigned).....	At-Large Member
Dave Krijger.....	At-Large Member
Jami Eycleshymer.....	At-Large Member
Will Doyle.....	At-Large Member
Bill Nemser.....	Town Planner
Megan Zammuto.....	Assistant Town Administrator

Created by the Town Administrator (TA) in 2014, the Maynard Economic Development Committee works cooperatively with businesses, developers, state and local agencies, and across Town government to recommend policies, practices, and tools which retain business, attract investment, and nurture sustainable economic development, while retaining Maynard’s “small town New England” character and quality of life. Appointed members serve as an advisory team for the Town Administrator and the Board of Selectmen (BOS).

2019 Activity Highlights:

Parking Management

Following the MAPC Downtown Parking Study (Jan 2018) and the EDC coordinated 12-week pilot test for non-metered parking in the downtown (May-Sept 2018), an EDC subcommittee produced a parking management plan for municipally owned spaces in the downtown district. This plan, approved February 5, 2019 by the BOS, identifies parking as a key element of economic development and includes requirements for enforcement, signage, creation of a parking authority to guide future parking decisions and implementations of MAPC study recommendations. The Parking Authority Charter was approved by the BOS on April 2, 2019. Members were recruited during the summer and the Authority became operational on September 11th. The Authority has already begun to implement short term recommendations contained in the Parking Management Plan.

Master Plan. Economic Development Elements

The Master Plan Steering Committee (MPSC) asked the EDC to review the economic development section of the Master Plan and provide feedback. EDC asked that the plan embrace development opportunities outside of the Central Business District and Mill; ensure that infrastructure supports proposed development, especially along the Powdermill Corridor; and recommended creating a long-term plan to utilize the Assabet River for recreational use and community focus, thus positioning the riverside as an element of economic development.

Economic Development Plan

A subcommittee was established to create an Economic Development Plan for Maynard. This effort has been proceeding in parallel with and is complementary to the economic development elements of the Master Plan, including a similar structure to identify objectives and assign responsibilities for implementation. The subcommittee:

- Identified and reviewed planning documents that most clearly mirrored the EDC's scope (see below).
- During review, identified recommendations.
- Reviewed recommendations and translated them into SMART goals.
- Will create an implementation matrix
- Identified "principal driver" to ensure accountability.
- Identified partners that need to be at the table for each project's kick-off meeting.
- Identified effort (which is both subjective and qualitative), timeframe, general cost category, and additional funding sources.

Planning Documents: The Committee reviewed the following documents—Economic Development Portion of the Master Plan from the October 2019 Draft, Community Development Principles (2010), The Berringer Report (2014), and the White Pond Citizens Study Committee (2012)

The EDC also met with Betsy Cowan of the Metropolitan Area Planning Council (MAPC) to discuss MAPC technical assistance for a Maynard specific economic development plan. A proposal was made to MAPC but since the Town is currently utilizing a grant for the Powdermill Corridor, grant review has been deferred to January 2020.

Vacancy & Minimum Maintenance by-laws.

An EDC subcommittee worked diligently to create minimum maintenance and vacancy bylaws to help eliminate downtown blight. Originally part of the warrant for the Spring Town Meeting (May), the articles were withdrawn to incorporate valuable feedback. An improved Minimum Maintenance by-law for Commercial and Industrial properties was approved by the voters at the fall Town Meeting in November. The Office of Municipal Services has set up processes to manage administration of the by-law

Kiosks

Four informational kiosks were ordered and installed at the Rail Trail (ARRT) junction of Concord/Acton/Brown streets, on the ARRT at Dunn Oil, at Mill & Main, and in Naylor Court. A policy on managing information posting on kiosks was created in coordination with the Assistant Town Administrator. EDC member Dick Downey volunteered to manage a pilot program for one year. Those that wish to have info posted should send request and content to kiosk@townofmaynard.net.

Banners

EDC had several discussions on the value of both gateway banners (across the street) and pole banners. The subcommittee contacted Eversource to explore whether they would allow cross-the-street banners to utilize their poles. Using existing poles, Town Planner Bill Nemser found two feasible locations on Parker St. and Maynard Golf Course. Discussion tabled pending consideration of an electronic sign board in a more central location.

Zagster Bike Share

The Zagster bike share program was launched in May in a joint event between the EDC, the Maynard Cultural Council (MCC), and the Maynard Business Alliance (MBA) which recognized the significant contribution of Mill and Main. As of July, Maynard's program has top ridership among Zagster locations.

Bike Racks

Through the courtesy of the DPW, Business Environment Enhancement Program (BEEP) funded freestanding and meter pole mounted bike racks were installed at over twenty locations in or near the center of town.

Business Guide

Reviewed and endorsed a Business Guide for Maynard produced by the Planning Department. The guide has been completed and is available online or in print form at the offices of the Town Clerk and Management Services (OMS).

BEEP

EDC approved ArtSpace Maynard's application to assist with façade improvement for the ACME Theater entrance.

Discover Maynard Website

Limited progress was made in development of a comprehensive web site due to lack of resources. A decision was made to begin with a simpler approach using a town-wide community calendar to promote the scope and breadth of community events in Maynard.

Other

- Reviewed TA Greg Johnson's request to support the concept of adding a warrant article to apply both hotel and short-term rental taxes. EDC supported the concept by a 4-2 vote.
- Endorsed Town Planner's request to apply for a Real Estate Technical Assistance Grant (Mass Development) to help re-envision the Naylor Court area. Application submitted with assistance from EDC, Cultural Council, and MBA.
- Supported white papers prepared by Town Planner Bill Nemser on Public Art, Beijing Royal School and Cross Highway Banners.
- Continued a very successful program initiated by Bill Nemser to send letters welcoming new businesses and acknowledging the presence and success of existing businesses. This program has been very well received.

Rep. Hogan Update

State representative Kate Hogan provided an update on State government activities

- While economic growth is beginning to slow, it is anticipated that the State will be OK for two more years.
- She secured funds for transportation to the Acton Commuter Rail Station (the T) and the senior shuttle.
- She also worked successfully to secure a Mass Works grant for critical infrastructure improvements to support 129 Parker St. Development.
- Strongly supports "complete streets."
- The State Legislature has increased Community Preservation Act (CPA) contributions. Hogan suggests that the EDC might want to appoint a CPA liaison to the Committee.
- Noted that Speaker DeLeo's priorities are the Green Works Initiative (water/sewer) and education.

Guests

Meetings with a number of outside parties were conducted during the year:

- Meetings were held in February, June and December with management/ownership of Mill and Main. The December meeting introduced a new leasing agent and a more aggressive

approach to filling empty space. They welcome queries from any size tenant and are offering incentives to both tenants and brokers.

- EDC met with Wang Guangfa, Chairman and President of the Beijing Royal School (BRS) and his staff. BRS recently purchased 111 Powdermill, the former site of Stratus, and intends to invest significantly to create a campus for an international private school. They are hoping for a 2020 opening. They have also had conversations with the Maynard Public Schools about placing students into the local system.
- Marijuana related meetings were held with GreenStar Herbals about their proposed retail presence and Rebecca Caira-Davila from High Beams Botanicals. Rebecca and a partner are interested in starting a cannabis distillery Maynard.

Respectfully submitted,

Jack MacKeen
Chairman

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
Jack MacKeen	At-Large Member, Economic Development Committee Representative
Dan Nash	At-Large Member
Michael Noble	Police Chief

The formation of a Parking Authority was approved by the Board of Selectmen on February 5, 2019. 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. The Town Administrator appointed members during the summer of 2019 and the group began meeting regularly in September, 2019.

The parking authority identified three short term goals:

1. Parking Management and Enforcement Research and Education
2. Phase One – Parking Management Plan
3. Formalize the Parking Authority’s “Parking Philosophy”

Maynard Parking Management Plan – Phase 1: 2019 Accomplishments

- Replacement of clear plastic screen in 100 downtown meters
- Conducted a parking signage inventory for downtown Maynard
- Complete installation of bicycle racks to accommodate expected increase in bicycle traffic with rail trail completion

Respectfully submitted,

Megan Zammuto
Chair

HISTORICAL COMMISSION

Members

Paul Boothroyd	Member
Peg Brown	Alternate
Lee Caras	Member
John Courville	Alternate
Ellen Duggan	Member
Jack MacKeen	Chair
Priscilla Sandberg	Member
John Brandon	Alternate

In 2019 the Historical Commission continued its role as a regulatory body for demolition delay of historic properties in addition to its fundamental role of advising the Selectmen on historic preservation in Maynard. It held nine formal meetings and its members participated in other town activities on a regular basis. The Commission has a full complement of five statutory members plus three alternate members. Several members represent the Commission on other Town Committees.

Commission activities:

- A major focus of the Commission in 2019 was completion of the latest update to Maynard’s inventory of historic properties, a survey funded by a grant from the Community Preservation Committee. Six (6) area and 76 individual building forms totaling 132 additional properties were added to the inventory. These additions have been posted to the Massachusetts Cultural Resource Information System (MACRIS). The Commission received a highly complementary letter from the State Historical Commission on the quality of the work done by town’s consultant, Kathy Broomer.
- The current list of Historically Significant Properties was revised effective July 1. No property can be considered for inclusion on the list unless it has been professionally evaluated and submitted as part of the State Inventory of Historic Properties which is publicly available on the State MACRIS system. Written notice of changes was provided to all affected parties and the revised list made available to the Building Commissioner.
- Continued CPC funded projects for restoration of oldest tombstones in both Glenwood and St. Bridget’s Cemeteries and restoration of the Glenwood Cemetery pond walkway.
- Continued working with Town Counsel to draft home rule petition creating a historic preservation fund to support preservation of historically significant buildings. Due to lack of structure within language enabling Historic Commission and the state Anti-aid amendment, such a fund would require approval of the State Legislature after approval at Town Meeting.
- With the support of current owners of the properties, Historic Markers were awarded for the Lucius Maynard house, Asa Smith house, Lorenzo Maynard house and Carriage house, the Louis Brigham house, the Thomas Haynes Brooks house and the George Brown house.

- Commission member Priscilla Sandberg continues to manage a Facebook site for the Commission, posting regularly on historical items in the town.
- Continued distribution of the six highly successful self-guided walking tours emphasizing historic properties in Maynard, including Glenwood Cemetery. All tour guides are available at the Library and in the Municipal Services office at the town building, or can be downloaded from the Town web site.
- Renewed *Historic New England* membership, which provides passes for Maynard residents to visit 36 historic properties throughout New England and a quarterly magazine, both available at the library. Also renewed Freedom’s Way Heritage Association membership, allowing participation in their regional programs.
- Maintained a presence on the town website with information on Commission activities, projects and resources.
- Supported the RFP process for the historic Coolidge School.
- Designed, produced and installed a sign marking the entrance to St Bridget Cemetery. This project was funded by a generous gift from Commission member Ellen Duggan.
- Sesquicentennial celebration support:
 - A working sub-committee of the Commission spent significant time researching and designing an Historical Marker for the Mill. It is planned for installation as part of Maynard’s Sesquicentennial Year.
 - In collaboration with the Maynard Historical Society, designed and produced a Sesquicentennial calendar incorporating multiple historic photographs of Maynard. Sale proceeds will benefit the Sesquicentennial celebration effort.
 - During the Sesquicentennial year, the commission will sponsor a Maynard *Then and Now at Its 150th Anniversary* exhibit at the library in July. Funding for this exhibit is provided by a grant from the Maynard Cultural Council.

Respectfully submitted,

Jack MacKeen
Chairman

RECREATION COMMISSION

Members

James Hines.....	Member
Stephen Jones.....	Chairman
Barry Roche.....	Member
Timothy Lawton.....	Member
Denise Walsh.....	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 space 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.

To this end, The Maynard Recreation Commission has brought their programs back under the direct leadership of the Commission. The REC basketball program has been implemented and

revitalized under a new director reporting to the commission. Girls Conditioning and Men’s Soccer continues to be popular. In cooperation with Maynard Country Club, golf lessons were offered in the fall with the hopes of running this program in both the Spring and Fall.

Plans are progressing in our efforts to renovate the Fowler field complex. The commission strives to increase community involvement in its programs and to improve the spaces available for recreational uses.

Respectfully submitted,
Stephen Jones
Chair

MASTER PLANNING STEERING COMMITTEE

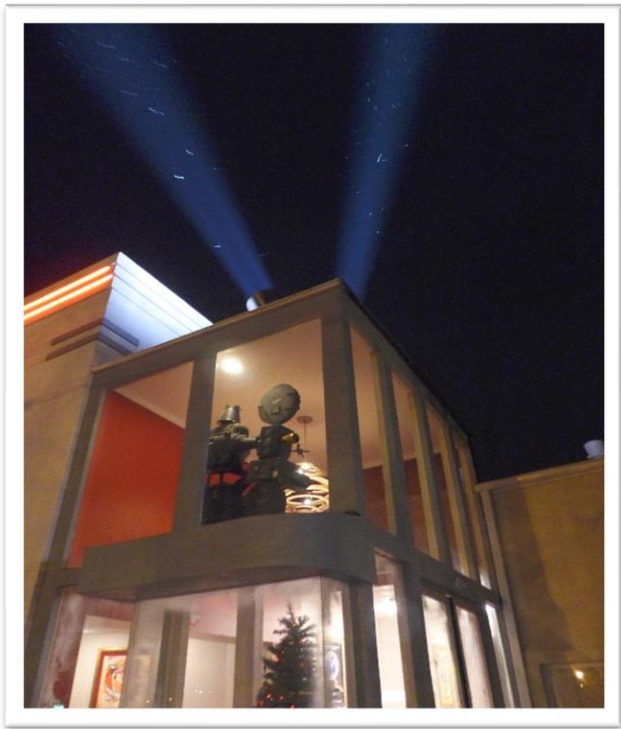
Members

Brendon Chetwynd	Chair
Adam Conn	Vice Chair
Andrew Snyder	Secretary/Conservation Commission
Melissa Levine-Piro	Board of Selectmen
Armand Diarbekirian	Board of Selectmen
Bill Nemser	Town Planner
Greg Tuzzolo	Planning Board Representative
Michael Uttley	Member
Angie Flannery	Council on Aging
Tim Houlihan	Member
Jason Kreil	Member

The Master Planning Steering Committee (MPSC) was formed in December of 2017 by the Board of Selectmen and charged with updating the 26-year old Master Plan.

The Master Plan captures the community’s vision for itself while looking to answer the question of where we want to be in 5, 10, and 15 years. Specific goals and prioritized recommendations provide explicit guidance to policy makers, developers, and residents. The community has been committed to the development of the Master Plan through a significant investment.

As part of this process and with the support of our consultant, VHB, the committee has conducted several public engagements. We have interviewed various stakeholders and have taken draft documents back to various committees and boards for their input.



At the closing of 2019, the MPSC has compiled drafts of all major sections of the Master Plan. We plan on using early 2020 to solicit a final round of feedback on the implementation section, which presents a prioritized list of recommendations and identifies those board, committees, or staff who are the implementation owners and those who will provide support.

In March of 2020, we will be asking the Planning Board and Board of Selectmen for their formal endorsement of the plan. This will include the “what’s next committee (WNC)”, a follow-on effort comprised of members of the MPSC and town hall staff. The WNC’s task will be to periodically engage the implementation owners to not only check on status, but also to provide supporting detailed checklists that will guide each owner’s implementation of the Master Plan.

We plan on providing a final report at the Spring 2020 Annual Town Meeting, and thus concluding our 2 ½ year effort.

Finally, a sincere thanks to those who have served with the committee over the years:

- | | |
|---------------------|----------------|
| Adam Conn | Bill Nemser |
| Andrew Snyder | Chris Butler |
| Arman Diarbekirian | Greg Tuzzolo |
| Tim Houlihan | Michael Uttley |
| Jason Kreil | Cheryl Steele |
| Melissa Levine-Piro | Megan Zammuto |

Respectfully submitted,

Brendon Chetwynd
Chair

AFFORDABLE HOUSING TRUST

Members

Rick Lefferts.....	Chair
Bill Cranshaw.....	Treasurer
John Courville.....	Member
Donna Dodson.....	Member
David Gavin.....	Member

To the Honorable Board of Selectmen and all residents of the Town of Maynard,

The Maynard Affordable Housing Trust was established in 2018. As provided in Chapter 35 of 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.

Documents establishing the trust were recorded with the Middlesex South Registry of Deeds in April of 2018. The Board of Trustees then established rules and regulations for the operation of

the Trust, including eligible uses of Trust Funds and the funding approval process. The Board members serve without compensation.

The Trust received \$50,000 in funding from the Community Preservation Committee, as approved by the May 2019 Town Meeting; this is in addition to the \$250,000 approved at the May 2018 Town Meeting. 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. During 2019 the Trust met regularly with the Coolidge School Working Group to explore affordable housing options in their redevelopment efforts. Also, the Trust reviewed, negotiated, and approved a Local Initiatives Program (LIP) application for Local Action Units (LAU) for the Vue at Maynard Crossing. This action assures the long-term affordability of rental housing units at that development under the terms of the Development Agreement negotiated with the town. The Trust has been working to develop a locally based rental assistance program proposed to be funded through the Community Preservation Act.

The Trust meets monthly 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

AMERICAN WITH DISABILITIES ACT (ADA) COMMISSION

Members

Brian Berghaus.....	Member
Elijah Tucker.....	Chairman
Suzie Coughlan.....	Member
Denise Shea.....	Member

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 five members: one town representative and four members that have at least a relation to someone with a disability. There has some turnover in the members of the ADA Commission; however, we tried to continue to act as a mediator between the town and members of the community who have disabilities.

Transition Plan

The ADA commission was tasked with the review and the finalization of Maynard’s Transition Plan. This document should be used to help the town be better able to handle changes needed to accommodate people with disabilities. It is also has the guidelines to set up to file grievances and the official wording that is recommended to meet ADA requirements on town documentation. In the beginning of 2019, the ADA Commission approved a final draft of the Transition Plan.

Respectfully submitted,

Elijah Tucker
Chair

COOLIDGE SCHOOL WORKING GROUP

Members

Victoria Brown.....	Member
Lydia Clancy.....	Member
Adam Conn.....	Member
John Cramer.....	Vice-Chairman
Linde Ghere.....	Chairwoman
Sarah Donnelly.....	Member
Donna Dodson.....	Member
Ken Neuhauser.....	Member
Everose Schluter.....	Member

The Coolidge School Working Group (CSWG) was created in October 2018 to provide fresh community insights for the future of the Coolidge School building, located at 12 Bancroft Street. The vacant school building had fallen into severe disrepair and required approximately \$4,000,000 worth of repairs.

Specifically, the Board of Selectmen (BOS) asked the CSWG to consider potential public and private uses, the needs of the community, and the neighborhood the building is in. The BOS also stated that a Request for Proposal (RFP) could be a deliverable if the final recommendation involved selling the building.

By the end of that first year, the CSWG had laid out 15 different options for future uses of the Coolidge School.

Progress to Date

By February 2019, the CSWG had completed a cost-benefit analysis on all 15 options. The cost benefit analysis included consideration of the:

- alignment with Maynard’s Master Plan
- impact on the surrounding neighborhood
- preservation of the historic building exterior, as well as leaving the sledding hill, playground, basketball court and ballfields under Town ownership
- historical, cultural, social and financial implications for the Town.

The cost-benefit analysis resulted in the CSWG narrowing the options to the following top recommendations, which were presented at the February 5, 2019 Board of Selectmen meeting:

1. Residential housing units, with the units being sold comprising a mixture of current market rates and affordable housing rates.
2. Market rate housing units only (no affordable housing units).
3. Affordable housing rate units only (units renovated/sold by Habitat for Humanity or other nonprofit).
4. Rental residential units, with one or more units set aside as affordable housing units.
5. Before/after school care and summer camp run by a nonprofit (such as the Boys and Girls Club).
6. Town retains Coolidge and renovates it for municipal or resident use.

7. Town demolishes the building to expand the park and to eliminate the risk associated with a blighted building.

After the Board of Selectmen meeting, the last two recommendations were eliminated, as further research revealed that the town does not have the financial resources to make the \$4,000,000 in repairs needed to repair the building, nor does the Town have the \$400,000 to fund demolition costs, given the critical multi-million-dollar financial outlay needed to build a new fire station, develop another water source, and repair and/or replace the Green Meadow Elementary school.

In spring 2019, the Coolidge School Working Group hosted three public information sessions to share the five remaining recommendations, and the reasoning behind those recommendations. Since all remaining options involved selling the school building and a small portion of land surrounding the building, a preliminary concept drawing was shared with residents.

Next, the Coolidge School Working Group turned its energy to writing a Request for Proposal (RFP) to entertain offers to purchase and to renovate the school to accomplish any of the five adaptive reuse purposes noted earlier, or any other uses allowed by the General Residential zoning. The RFP was completed in partnership with Greg Johnson, who then posted and circulated the RFP regionally in August and September 2019.

On October 3, 2019, three proposals had been received. By that time, the CSWG membership had been expanded to include five new team members who rounded out the team with their architectural background, historic renovation expertise, energy efficiency expertise, corporate real estate dealings, master planning knowledge, and familiarity with previous Coolidge playground renovation efforts – particularly the regrading and drainage remediation issues.

The nine team members, along with BOS members Armand Diarbekirian and Melissa Ann Levine-Piro, then reviewed the written proposals and conducted in-person interviews with each proposal submitter. The CSWG then rated each proposal using the nine (9) selection criteria noted in the RFP.

Concurrent with the proposal review/interview/rating process, the Coolidge School Working Group, in conjunction with the Town Administrator, crafted a warrant article to be voted on at the October 28, 2019 Special Town Meeting. This warrant article focused on two separate items: 1) Whether or not Town residents gave permission for the BOS to proceed forward with disposition (sale) of the Coolidge School building and the 0.5 acre property associated with it and 2) approval of the proposed lot boundaries, within a 300 square ft. adjustment area. Town residents voted in favor of the warrant article, which paved the way for the BOS to move forward with the property sale when ready.

In late October 2019, the CSWG completed the proposal ratings and at the November 5, 2019 BOS meeting, the CSWG recommended that the Board of Selectmen proceed forward with Civico Development, since Civico was the highest rated proposal. The Board of Selectmen then voted to allow for Town Administrator Greg Johnson to move forward with purchase and sale negotiations with Civico Development.

Since then, the following next steps have been taken:

- The Purchase and Sale (P&S) agreement was reviewed by Town Counsel and sent to Civico development for review in January 2020.

- Civico’s legal team completed their review and sent those changes back to the Town of Maynard for final review. The P&S will be signed once that final review has been completed by Maynard’s Town Counsel. Target date is late February 2020.
- Civico Development has held meetings with the chairman of the Historical Commission to prepare for submittal of historical tax credits.
- Civico Development has attended the Maynard Affordable Housing Trust Board meetings to discuss how many affordable housing units the Board would like to see incorporated into the final building plans.
- The engineering company Stamski & McNary completed the official survey drawing that will be used for the ANR (approval not required).
- The Zoning Board of Appeals (ZBA) and Planning Boards meetings have been set to ask for the dimensional variances that the CSWG requested in order to retain the sledding hill, as well as to approve multi-family units within the four walls of the Coolidge building, increased density, and to endorse the ANR drawing.
- The CSWG chairwoman and vice-chairman, town planner, and assistant town planner hold weekly project update meetings with Civico Development to ensure that the project continues to move forward smoothly.

Appreciation

This report would not be complete without a well-deserved thank you to the following Town staff, who each played a key role in helping the CSWG to create a robust RFP and to move our plans forward: Town Administrator Greg Johnson for his writing and editing skills, as well as his project management skills in clearing the path forward; Town Engineer Wayne Amico and his VHB colleagues for completing many versions of the concept plan drawings; Rick Asmann for his insights regarding the Planning and Zoning regulations; Town Planner Bill Nemser and Assistant Town Planner Kaitlin Young for their guidance related to the planning and zoning aspects; Kyle Brainard for his ongoing help with building tours; and to Becky Mosca for helping to prepare materials for CSWG public information sessions, Board of Selectmen meetings, and the Special Town Meeting.

The Coolidge Reuse Taskforce also played a key role in setting the foundation for this work with their 2015 recommendations – thank you to each of you! Residents Rick Lefferts, Heather Manero and Lois Tetrault shared RFPs or relevant real estate information related to similar historic building projects, which helped to bring our team up-to-speed quickly. Similarly, Ellen Duggan, Ken Estabrook, Ken Neuhauser, Jack MacKeen and Lynda Thayer played a large role, and continue to do so, with their advice on various historical, financial, architectural and neighborhood views of this project.

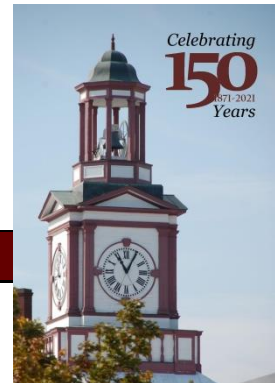
Two Maynard business owners have contributed a vast amount of behind-the-scenes analysis to this project: Nancy Ledgard Quinn, President/CEO of Berkshire Hathaway HomeServices N.E. Prime Properties, who looked at all of the moving pieces of this project to create a commercial property market analysis. Without Nancy’s market analysis of both the building and the land, the Town would have had difficulty assessing whether a sales offer was fair or not. John Cramer of Summer Street Properties agreed to officially join the CSWG so that he could assist with financial number crunching and real estate project management aspects. With Nancy and John’s input, our team was able to better understand the slim financial viability of this project, thereby opening our minds to project benefits beyond the initial sales price.

On a final note: Thank you to the CSWG team members and to Greg Johnson, who so

generously gave of their time and talents. Although the team began with polar opposite visions for the Coolidge School, their ability to listen to various ideas and to stay open-minded to ideas other than their own resulted in a project plan far better than initially envisioned. Resident and former team member Aaron Miklosko played a large role in keeping the team open to new ideas, as well as suggesting that the RFP be issued concurrently with the warrant article, saving the Town approximately one year of time on this project. Vicki Brown Stevens, Donna Dodson, Sarah Donnelly, Linde Ghere and Greg Johnson spent many late nights writing portions of the RFP and/or addenda, which led to where the project is today. Similarly, all team members, including those just mentioned plus Lydia Clancy, Adam Conn, John Cramer, Ken Neuhauser, and Everose Schluter, quickly reviewed proposals and interview information and shared their subject matter expertise in a plethora of meetings throughout October 2019.

Respectfully Submitted,

Linde A. Ghere
Chair, Coolidge School Working Group



SESQUICENTENNIAL STEERING COMMITTEE

Members

Lisa Dahill	Member
Benjamin DeMott	Chairman
David Griffin	Member
Molly Bergin	Member
Donald James	Member
John Houchin	Member
Charles Caragianes	Member
Lisa Simm	Member
David Mark	Member

2019 Highlights include the following:

- Monthly planning meetings
- Hosted Kick-Off event at Battle Road Brewery for over 100 people, raising funds through T-shirt and sweatshirt sales and donations
- Maintained regular order and inventory of branded T-shirts and sweatshirts from local vendor for sale at locations in town, and at events
- Executed contract for, and drafted book about the history of Maynard (still in progress)
- Hosted booth at Maynard Fest 2019, selling T-shirts, sweatshirts and raffle items
- Partnered with Maynard Cultural Council to support grant application for a mural commemorating the 150th anniversary of the town
- Planned and built 150th-themed parade float for 2019 holiday parade (event cancelled due to weather)

- Partnered with local vendors and local representatives at town, county and state levels to deliver community event celebrating the opening of the 100th anniversary time capsule in April 2020 at Sanctuary. Event cancelled due to state mandates on large gatherings.



ARTSPACE

Board of Directors:

Timothy Hess.....	President and Director
John Houchin.....	Member
David Mark.....	Member
Jeff Swanberg.....	Member

ArtSpace Maynard is a nonprofit community art and cultural center located at 63 Summer Street, in the 55,000 square foot former Fowler Middle School in Maynard MA. Since January 2000 ArtSpace Maynard has worked to transform the space into one of the largest and most vital art centers in New England.

The mission of ArtSpace is to provide affordable studio space to local artists, exhibit contemporary art from New England artists, and maintain an active community outreach program.

A message from ArtSpace Maynard Executive Director Jerry Beck

“Welcome to 2020, the year of adventure, vision and action! More than ever, we need to come together to make positive changes in each other’s lives and the world around us. We believe that everyone is gifted with creativity. All ages, backgrounds, and abilities are invited to engage. Art is not only a way of expressing ourselves but a medium through which we shape our unique identities. It gives voice to the silent, beauty to the invisible and power to the community to strive towards personal, social, environmental, and political change.



Our goal is to make ArtSpace Maynard an inspiring destination where people can be creative and participate in the arts. Let’s collaborate, and create a renaissance of community celebration, urban revitalization, and economic growth in Maynard and beyond.”

ArtSpace Offerings

ArtSpace is proud to offer affordable studio space to a vibrant community of 83 local artists, at 100% occupancy. ArtSpace offers opportunities for the public to engage in the arts, including Open Studio events, the annual Holiday Gift Sale, art classes, performances by Acme Theater and frequent gallery events. In our Main Gallery, we host several group and solo exhibitions annually, receptions celebrating exhibition openings that are free to the public, and host occasional private events as well. We welcome the public to attend our exhibitions, and our twice-monthly Gallery Talks, featuring

lectures by artists and art-industry professionals eager to share their wisdom to the community. ArtSpace Maynard is proud to announce the unveiling of a second gallery space - the West Gallery, which will be managed entirely by the dedicated and talented all-volunteer ArtSpace Gallery Committee. They have already begun to organize group shows involving ArtSpace artists, but plan on broadening the scope towards the greater regional arts community by Fall 2020. Our outdoor space will soon be enlivened by the installation of a impressive collection of sculptures by regional metalworkers, in our late Spring/Summer “Metality” exhibition. By late Spring, we hope that the bees will return to enjoy an abundance of flowering plants and colorful art installations in the Maynard Honeybee Meadow, located at the North end of the ArtSpace grounds.



ArtSpace’s new Executive Director, Jerry Beck, along with a new staff, a growing Board of Directors and with the support of the artist community, is hopeful that things will continue to move in a positive direction at ArtSpace Maynard! ArtSpace Maynard is looking forward to broadening the opportunities for direct arts engagement within the local community, by offering interactive creative workshops and arts & festivals to the greater public as soon as Summer 2020. He is actively working to establish partnerships with the Town of Maynard and neighboring communities, with schools and local businesses. ArtSpace Maynard aspires toward becoming a major cultural destination and giving as many people as possible the opportunity to explore their creative potential and share the joy of self-expression!

Respectfully submitted,

Jerry Beck, Executive Director