

2013 ANNUAL TOWN REPORT



MAYNARD, MASSACHUSETTS

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2013 Annual Report of the Board of Selectmen

As is common in most municipalities, the past year has seen its fair share of successes as well as many challenges. Overall, the Board of Selectmen are cautiously optimistic that the Town has seen the worst of the recent economic struggles and it remains well-positioned to move forward in a fiscally sound and responsible manner.

In 2013:

- The Board of Selectmen held approximately 21 regular meetings and 18 special meetings which included the Annual Town Meeting, 3 Special Town Meetings and 1 Joint Budget Meeting. These meetings included interviewing Town Administrators, police officers, service year anniversaries, new and renewal of Town Board appointments, special permits, Town businesses Alcohol license renewals and licenses for special events such as the Maynard Fest and Holiday Parade.
- The Board of Selectmen held public hearings regarding warrant articles for the Annual and Special Town Meetings, 129 Parker Street and Tax Hearing
- Staff changes included some key members that are currently in place - Town Administrator, Kevin Sweet, Operation Manager, Chris Okafor, DPW, Town Accountant, Michael Guzzo, and Assistant Town Administrator, Andrew Scribner-MacLean.
- The Staff worked long hours to open our new Maynard High School on time and within budget.
- Two Selectmen resigned from the Board of Selectmen - Mick Hurrey and Jim Buscemi.

In the spring, Maynard said farewell to our Town Administrator, Michael Sullivan. Mike took a new position in South Hadley, MA, which located him closer to his family.

Our community cannot run efficiently without the excellent work and dedication of all the Town employees. The Board of Selectmen expresses their gratitude to all the department heads who have worked diligently with us to assure the continuity of government, despite the ongoing challenges.

The Board also extends a special thanks to the Town's Administrative Assistant, Becky Mosca. Becky is the individual most citizens of Maynard and other communities encounter initially when visiting or calling the Selectmen's Office. We greatly appreciate all that she does for the Board of Selectmen and for the entire community.

In addition, we wish to express our gratitude and thanks to Kevin Sweet, our new Town Administrator. Kevin's energy, hard work and dedication to Maynard are exemplary. We haven't missed a beat as Kevin has jumped –in and assisted in the opening of two parks and the new Maynard High School.

The Board of Selectmen is committed to their tasks as elected officials of the Town of Maynard. We are forever mindful of the trust that the citizens and voters of Maynard have placed in us. We serve the Town with pride and always strive to place the interest of the community first. We are honored to serve you.

Regards,

Members:

Dawn Capello, William Cranshaw, Clerk, David Gavin, Chair- Brendon Chetwynd

Annual Report of the Town Clerk 2013
Submitted by Town Clerk Michelle Sokolowski

To the Citizens of Maynard:

Herewith is my report for the year ending December 31, 2013. This report consists of the following:

General Information	Annual Town Meeting, May 20, 2013
Town Officials	Special Town Meeting, May 20, 2013
Statistics	Special State Election, June 25, 2013
Summary of Licenses and Fees	Special Town Election June 25, 2013
Special State Primary April 30, 2013	Special Town Meeting November 4, 2013
Annual Town Election, April 30, 2013	Report of the Board of Registrars
Special Town Meeting, May 19, 2013	Voting Precincts

My most sincere thanks to the Honorable Board of Selectmen, Town Administrator, Maynard Police Department, Department of Public Works and all department heads, town employees and officials who have cooperated and supported the Town Clerk's Office over the past year.

I'd also like to extend a special thank you to all election and town meeting staff for their hard work, dedication and support throughout the year.

Respectfully submitted,
Michelle L. Sokolowski
Town Clerk

GENERAL INFORMATION – 2013

Incorporated.....April 19, 1871
Type of Government.....Town Meeting
County.....Middlesex
Annual Town Meeting.....Third Monday in May
Annual Town Election.....First Tuesday in May – 4 Precincts
Land Area.....5.24 Square Miles
Location.....Central Eastern Massachusetts

Bordered by Stow on the west and southwest, Acton on the north, Concord on the northeast and Sudbury on the east and southeast. Maynard is located approximately 25 miles northwest of Boston, 24 miles from Worcester and 18 miles from Lowell.

Population 2003 (Town).....10,134
Population 2004 (Town).....10,370
Population 2005 (Town).....10,333
Population 2006 (Town).....10,400
Population 2007 (Town).....10,592
Population 2008 (Town).....10,588
Population 2009 (Town).....10,829
Population 2010 (Town).....10,784
Population 2011(Town).....10,518
Population 2012(Town).....10,316
Population 2013(Town).....10,038

Tax Rate 2013.....Residential...\$20.05
Commercial...\$29.55

Tax Rate 2012.....Residential...\$18.45
Commercial...\$27.17

Tax Rate 2011.....Residential...\$17.50
Commercial...\$26.91

Tax Rate 2010.....Residential...\$16.14
Commercial...\$25.71

Tax Rate 2009.....Residential...\$14.51
Commercial...\$23.63

ELECTED TOWN OFFICIALS – 2013

(* Resigned ** Deceased)

	<u>TERM EXPIRES</u>
<hr/> MAYNARD HOUSING AUTHORITY <hr/>	
C. David Hull (appointed)	
Robert Subick	2015
Judith C. Peterson	2016
William Primiano	2017
George F. Hardy	2018
<hr/>	
MODERATOR <hr/>	
James F. Coleman	2014
<hr/>	
SCHOOL COMMITTEE <hr/>	
Philip A. Berry	2013
Bernard K. Estabrook	2014
Edward J. Mullin	2014
Amy Rebecca Gay	2015
William C. Kohlman	2015
Justin Hemm	2016
<hr/>	
SELECTMEN <hr/>	
*James Buscemi	2014
David D. Gavin	2014
Brendon R. Chetwynd	2015
*Michael L. Hurrey	2015
William N. Cranshaw	2015
Dawn M. Capello	2016
<hr/>	
REGIONAL VOCATION SCHOOL COMMITTEE <hr/>	
Gregg Lefter (appointed)	---
Laura Ross	2015
<hr/>	
TRUSTEE OF PUBLIC LIBRARY <hr/>	
William J. Cullen	2013
Frank R. Hill, Jr.	2014
Patricia Chambers	2015
Elizabeth T. Binstock	2016

APPOINTED TOWN OFFICIALS – 2013

	<u>TERM</u> <u>EXPIRES</u>
<hr/> <u>129 PARKER STREET ADHOC COMMITTEE</u> <hr/>	
Ron Calabria	2013
Eric Smith	2013
Ken Estabrook	2013
Amy Hart	2013
Lynda Thayer	2013
Bernard Cahill	2013
Eugene Redner	2013
<hr/> <u>AMERICAN DISABILITY ACTS COMMISSION</u> <hr/>	
*Paul Giunta	2013
*Sonia Kim	2013
Carol Decourcey	2013
Marina Colakovic	2015
<hr/> <u>APPEALS, BOARD OF</u> <hr/>	
Marilyn Messenger	2014
Paul Scheiner	2014
Leslie Bryant	2015
*Martha L. Elliot	2015
*Christopher Etchechury	2016
*Carlos Perez	2016
<hr/> <u>ASSABET RIVER RAIL TRAIL STEERING COMM.</u> <hr/>	
Linda Hansen	---
<hr/> <u>ASSISTANT ASSESSOR</u> <hr/>	
Angela M. Marrama	---
<hr/> <u>ASSESSORS, BOARD OF</u> <hr/>	
Bill Cranshaw	2013
Stephen Pomfret	2013
Michael P. Manning	2015
Terrence Donovan	2016
<hr/> <u>BUILDING COMMISSIONER</u> <hr/>	
Richard A. Asmann	---
Laurie Ann Livoli	2013
Ray Matte	

	<u>TERM EXPIRES</u>
<hr/> CAPITAL PLANNING COMMITTEE <hr/>	
Josh Morse	2013
Daniel Stuart	2013
Jonathan Neumann	2015
Timothy Caldwell	2015
Joshua Philbrook	2015
<hr/> COMMUNITY PRESERVATION COMMITTEE <hr/>	
*Gregory Price	2013
Michael Chambers	2013
Rick Lefferts	2013
Ken Neuhauser	2013
Jane A. Neuhauser	2014
Ellen Duggan	2014
Diane Dahill	2015
C. David Hull	2016
Charles Shea	2016
M. John Dwyer	---
<hr/> CONSERVATION COMMISSION <hr/>	
M. John Dwyer	2014
Jessica L. Pfeifer	2014
Frederic King	2015
John E. Thomas, Jr.	2015
Peter Keenan	2016
<hr/> CONSTABLE <hr/>	
Lawrence Hartnett	2014
Michael Albanese	2014
William E. Pickett	2014
Ronald J. Raffi, Sr.	2014
<hr/> COUNCIL ON AGING <hr/>	
Judith C. Peterson	2013
Ellen Waldron	2014
*Rosalie Poittrast	2014
*Richard Gross	2015
Alfred T. Whitney, Jr.	2015
Thomas P. Papson	2016
*Nancy Hatch	2016

	<u>TERM EXPIRES</u>
<hr/> CULTURAL COUNCIL <hr/>	
Jessica Nelson	2013
Gail Irwin	2014
Andrew Kuhn	2014
*Tira Colakovic	2015
Elizabeth Steiner Milligan	2015
Joyce Dwyer	2016
Erik Hansen	2016
<hr/> EMERGENCY MANAGEMENT DIRECTOR <hr/>	
Kevin Sweet	
John Flood (deputy)	2014
<hr/> FINANCE COMMITTEE <hr/>	
Jennifer Gaudet	2014
Justin Cole	2014
Donald G. Rowe	2014
*Leon Elliot	2014
Eugene Redner	2015
Robert McCarthy	2015
P.J. Gauthier	2016
Peter Campbell	2016
<hr/> FIRE CHIEF <hr/>	
Anthony Stowers	- - -
<hr/> HEALTH AGENT <hr/>	
Kevin Sweet	
Kelly Pawluczonek (deputy)	2013
<hr/> HEALTH, BOARD OF <hr/>	
Lisa Thuot	2014
Kathy McMillan	2015
Ron Cassidy	2016
<hr/> HISTORICAL COMMISSION <hr/>	
Peg Brown	2014
David Griffin	2014
Lee Caras	2015
Ellen Duggan	2015
Jack MacKeen	2016

	<u>TERM EXPIRES</u>
<hr/> LOCAL EMERGENCY PLANNING COMMITTEE <hr/>	
Kevin Sweet	2013
Joe Foster	2013
Lt. James Dawson	2013
Robert Larkin	2013
Ron Cassidy	2013
Peter DiCicco	2013
John Flood	2013
Greg Lefter	2013
Chief Anthony Stowers	2013
Chief Mark Dubois	2013
Christopher Okafor	- - -
*Michael Sullivan	2013
<hr/> MAYNARD CHARTER REVISION COMMISSION <hr/>	
William Cullen	
Peter Campbell	
Jack MacKeen	
William Kohlman	
Jennifer Gaudet	
Ronald Cassidy	
Brendon Chetwynd	
<hr/> MAYNARD CITIZENS CORPS/ MEDICAL RESERVE CORPS <hr/>	
Mary Hilli	2013
Kathy McMillan	2013
Lucille Stonis	2013
Derek Michaels	2013
Maura Flynn	2013
John Flood	2013
<hr/> MAYNARD COMMUNITY LIFE CENTER <hr/>	
Mary Brannelly	2013
Danielle Rocheleau	2013
Jack MacKeen	2013
Jerry Culbert	2013
William Freeman	2013
Joanne Sheehan	2013
Thomas Papson	2013
Dawn Capello	2013
Alfred T. Whitney, Jr.	2013

	<u>TERM EXPIRES</u>
<hr/> MAYNARD GOLF CLUB RE-USE COMMITTEE <hr/>	
Deirdre Campbell	2013
Mark Grundstom	2013
James Buscemi	2013
Adam Conn	2013
*William Freeman	2013
Kathy Campbell	2013
Dawn Capello	2013
<hr/> MAYNARD GREEN COMMUNITIES COMMITTEE <hr/>	
Stephen Weiner	2013
Max Lamson	2013
Marie Morando	2013
Richard Asmann	2013
Kevin Sweet	2013
Gregg Lefter	2013
Peter DiCicco	2013
Christopher Okafor	2013
Eric Smith	2013
*Jerry Culbert	2013
*Michael Sullivan	2013
<hr/> PLANNING BOARD <hr/>	
*Gregory Price	2013
Bernard Cahill	2014
Max E. Lamson	2015
Kevin Calzia	2015
Jason Kreil (alternate)	2016
Gregory Tuzzolo	2016
Charles T. Shea	2016
<hr/> PLUMBING INSPECTOR <hr/>	
Jeremy Pierce	2013
Adam Sahlberg (alternate)	2013
<hr/> POLICE CHIEF <hr/>	
Mark Dubois	---
<hr/> PUBLIC WORKS OPERATIONS MANAGER <hr/>	
Christopher Okafor	---

	TERM EXPIRES
<hr/> RECREATION COMMISSION <hr/>	
Vikki Denaro	2014
Kevin Feehily	2014
Stephen Jones	2016
<hr/> REGISTRAR OF VOTERS <hr/>	
Michelle L. Sokolowski	- - -
Madaline Lukashuk	2013
C. David Hull	2013
Deborah Collins	2013
<hr/> RETIREMENT BOARD <hr/>	
Clifford Wilson	2015
James B. McCann	2015
Christopher F. Connelly, Sr.	2016
Thomas Natoli	
Robert Larkin	
<hr/> SEALER OF WEIGHTS & MEASURES <hr/>	
Brian Feeney	
<hr/> SUPERINTENDENT OF SCHOOLS <hr/>	
Robert Gerardi	- - -
<hr/> TOWN ACCOUNTANT <hr/>	
Michael Guzzo	
*Lori Blanchard	
Eric Kinsherf (interim)	
<hr/> TOWN ADMINISTRATOR <hr/>	
Kevin Sweet	
*Michael Sullivan	
<hr/> ASSISTANT TOWN ADMINISTRATOR <hr/>	
Andrew Scribner-MacLean	
<hr/> TOWN ADMINISTRATOR SEARCH COMMITTEE <hr/>	
Eve Schluter	2014
Cheryl Kane	2014
Jack MacKeen	2014
Chief Anthony Stowers	2014
Robert Gerardi	2014
Mary Ellen McCarthy	2014

	<u>TERM EXPIRES</u>
<hr/> TOWN ADMINISTRATOR SEARCH COMMITTEE <hr/>	
Lou Ann Cutaia	2014
Claire Neumann	2014
Jennifer Gaudet	2014
<hr/> TOWN CLERK <hr/>	
Michelle L. Sokolowski	- - -
<hr/> TOWN PLANNER <hr/>	
Eric R. Smith	2016
<hr/> TOWN/SCHOOL BUILDING COMMITTEE <hr/>	
Ken Neuhauser	2013
Jennifer Gaudet	2013
Matt Briggs	2013
Philip A. Berry	2013
Gregg Lefter	2013
Robert Gerardi	2013
Bonnie Winokar	2013
Anthony Midey	2013
Edward Mullin	2013
Peter DiCicco	2013
David D. Gavin	2013
Marie Morando	2013
Chuck Caragianes	2013
*Michael Sullivan	2013
*Jerry Culbert	2013
*Bill Freeman	2013
<hr/> TREASURER-COLLECTOR <hr/>	
Cheryl Kane	- - -
<hr/> TREE WARDEN <hr/>	
Christopher Okafor	2013
<hr/> VETERANS AGENT <hr/>	
Wayne Stanley	
<hr/> WIRING INSPECTOR <hr/>	
Peter Morrison	2014
James E. Downing (alt.)	2013

STATISTICS – TOWN OF MAYNARD

BIRTHS - RECORDED COMPARISON FOR FIVE YEARS

<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
127	112	105	126	129

<u>Month</u>	<u>Births</u>	<u>Month</u>	<u>Births</u>
January	6	July	13
February	8	August	10
March	11	September	14
April	17	October	10
May	10	November	7
June	7	December	16

Males: 59 Females: 70

DEATHS - RECORDED COMPARISON FOR FIVE YEARS

<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
66	68	75	51	60

<u>Month</u>	<u>Deaths</u>	<u>Month</u>	<u>Deaths</u>
January	3	July	5
February	6	August	6
March	6	September	4
April	2	October	8
May	4	November	6
June	7	December	3

Males: 33 Females: 27

MARRIAGES - RECORDED COMPARISON FOR FIVE YEARS

<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
37	49	41	34	39

<u>Month</u>	<u>Marriages</u>	<u>Month</u>	<u>Marriages</u>
January	2	July	0
February	1	August	6
March	0	September	8
April	0	October	7
May	4	November	5
June	2	December	4

SUMMARY OF 2013 LICENSES AND FEES RECEIVED BY
THE TOWN CLERK AND TURNED OVER TO THE TOWN TREASURER

Business Certificates	2,920.00
Certified Copies	6,980.00
Miscellaneous	103.00
Marriage Intentions	1,110.00
Oil Permits	200.00
Raffle Permits	20.00
Street Lists	96.00
Town Dog Licenses	13,409.00
Citation – Dog Officer	3,447.00
Total:	28,285.00

All 2013 dog licenses expired on December 31st, 2013. Dogs should be licensed in January 2014 or the owners or keepers may be liable to a fine. The law applies to all dogs six months or over, regardless of the time of year ownership is acquired.

Forms to register your dog will be sent to you in January with your town census information, or can be picked up at the Town Clerk's Office.

SPECIAL STATE PRIMARY & ANNUAL TOWN ELECTION
TUESDAY APRIL 30, 2013

Pursuant to Warrant #827, the Special State Primary was held on April 30, 2013, in all four precincts. The polling places were prepared according to the requirements of General Law.

DEMOCRATIC PARTY

	PRCT.1	PRCT.2	PRCT.3	PRCT.4	TOTAL
SENATOR IN CONGRESS					
Blanks	0	0	0	0	0
Stephen F. Lynch	83	65	79	69	296
Edward J. Markey	167	184	156	144	651
Write-ins	1	1	1	0	3
Total:	251	250	236	213	950

REPUBLICAN PARTY

	PRCT.1	PRCT.2	PRCT.3	PRCT.4	TOTAL
SENATOR IN CONGRESS					
Blanks	0	0	0	0	0
Gabriel E. Gomez	48	40	38	40	166
Michael J. Sullivan	30	24	25	24	103
Daniel B. Winslow	10	14	10	6	40
Write-ins					
Total:	88	79	73	71	311

Pursuant to Warrant #826, the Annual Town Election was held on April 30, 2013, in all four precincts. The polling places were prepared according to the requirements of General Law.

SPECIAL STATE PRIMARY & ANNUAL TOWN ELECTION
TUESDAY APRIL 30, 2013

	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
SELECTMAN					
Blanks	49	39	53	46	187
Dawn M. Capello	270	263	231	217	981
Write-ins	11	23	26	6	66
Total:	330	325	310	269	1234
MODERATOR					
Blanks	29	29	35	25	118
James F. Coleman	297	285	260	241	1083
Write-ins	4	11	15	3	33
Total:	330	325	310	269	1234

	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
SCHOOL COMMITTEE					
Blanks	63	59	64	43	229
Justin J. Hemm	263	254	237	221	975
Write-ins	4	12	9	5	30
Total:	330	325	310	269	1234
TRUSTEE OF PUBLIC LIBRARY					
Blanks	26	27	45	32	130
Elizabeth T. Binstock	302	289	257	234	1082
Write-ins	2	9	8	3	22
Total:	330	325	310	269	1234
MAYNARD HOUSING AUTH.					
Blanks	43	43	56	28	170
George F. Hardy	284	268	249	240	1041
Write-ins	3	14	5	1	23
Total:	330	325	310	269	1234

Special Town Meeting
Sunday, May 19, 2013 at 1:00 P.M.
Fowler Middle School Auditorium

The following action was taken:

At 1:00 p.m. on May 19, 2013, the Moderator, Jim Coleman called the Special Town Meeting to order. A quorum was present. Guests were acknowledged and admitted. The Pledge of Allegiance was lead by the Moderator.

Motion made and seconded to waive the reading of the warrant in its entirety but be made a part of the record of this meeting, and that the Moderator be permitted to refer to each article by subject matter instead of reading each article completely. Motion carried.

ARTICLE 1: TO SEE IF THE TOWN WILL VOTE TO AMEND THE PROTECTIVE ZONING BY-LAWS WITH REGARD TO THE NEIGHBORHOOD BUSINESS OVERLAY DISTRICT (NBOD, SECTION 9.3) AS FOLLOWS:

Item 1. Amend Section 9.3.2 entitled “Applicability,” which presently reads:

9.3.2 Applicability. The NBOD is an overlay district superimposed over, rather than replacing, the applicable underlying zoning districts. NBOD authorizes certain uses not allowed in the underlying base district provided certain special terms and conditions are met regarding the establishment of such uses. Where the NBOD authorizes uses not otherwise allowed in the underlying district, the provisions of the NBOD shall control. Except as provided in this Section 9.3, the NBOD does not in any manner alter or remove the zoning rights permits in the underlying base zoning district(s). Nothing contained in this section 9.3 shall prohibit or limit uses otherwise permitted by right or by Special Permit in the base zoning district(s).

To read instead:

9.3.2 Applicability. The NBOD is an overlay district superimposed over, rather than replacing, the applicable underlying zoning districts. The NBOD authorizes certain uses not allowed in the underlying base district provided certain special terms and conditions are met regarding the establishment of such uses. Where the NBOD authorizes uses not otherwise allowed in the underlying district, the provisions of the NBOD shall control. Except as provided in this Section 9.3, the NBOD does not in any manner alter or remove the zoning rights permits in the underlying base zoning district(s). Nothing contained in this section 9.3 shall prohibit or limit uses otherwise permitted by right or by Special Permit in the base zoning district(s). Where any provision in the NBOD is silent the applicable provision of the Protective Zoning By-Laws shall control. Where any provision of the NBOD is not silent, the provision of the NBOD shall control.

Item 2. Amend Section 9.3.3 entitled “Requirement for Approval of a Concept Plan at Town Meeting,” which presently reads:

9.3.3 Requirement for Approval of a Concept Plan at Town Meeting. No development for uses not otherwise allowed in the underlying zoning district shall be permitted on any land within the NBOD without first obtaining approval, by a majority vote at Town Meeting, of a Concept Plan that identifies the proposed development. At the property owner's discretion, one or more Concept Plans may be submitted at different times and a Concept Plan may include development of all, or any smaller portion, of the relevant parcel or lot. Each Concept Plan submitted for approval at Town Meeting shall include the following information:

1. The area of land proposed to be developed under the NBOD regulations, which may be less than the total area of the applicable lot.
2. The topography of the land to be developed.
3. The location of wetlands and water bodies, if any.
4. The location of existing roads and ways serving the land to be developed.
5. The general location, size and shape of existing structures to be removed, and the general location, size and shape of existing structures to remain.
6. The general location and size of all required buffer areas provided in compliance with Section 6.1.
7. The general location and approximate size of all proposed new buildings, including the approximate size of each single principle use within said buildings; the final size of each single principle use to be determined via the Town's site plan review process and shall not exceed the dimensional requirements in Table G.
8. Examples of amenities and design features to be included as part of the proposed development.
9. Illustrations of the general architecture of the proposed structures.
10. A preliminary traffic impact analysis.
11. A written proposal from the Property Owner ("Developer") that addresses, but is not limited to, the following:

- a. Any proposed exactions, financial gifts, easements or land gifts
- b. Payment for consultant review of plans and documents accompanying the Concept Plan
- c. The timing of assessment of new improvements
- d. The Developer's payment for design and implementation of traffic
- e. Transfer of responsibilities and commitments in the event the property is sold

Such proposal shall be incorporate into the terms of a development agreement, which may include other provisions between the Developer and the Town of Maynard acting by and through the Board of Selectmen and the Planning Board before final site plan approval is granted by the Planning Board.

To read instead:

9.3.3 Requirement for Approval of a Concept Plan at Town Meeting. No development for uses not otherwise allowed in the underlying zoning district shall be permitted on any land within the NBOD without first obtaining approval, by a majority vote at Town Meeting, of a Concept Plan that identifies the proposed development. A Concept Plan shall be defined as a plan of the proposed development which is preliminary and conceptual in nature and which shall include the general use and approximate size and location of the buildings, project layout, proposed roads, parking, and all items as set forth in subparagraphs 1-10 below along with all other amenities, to the best of the property owner's knowledge as of the date of the Concept Plan. At the property owner's discretion, one or more Concept Plans may be submitted at different times and a Concept Plan may include development of all, or any smaller portion, of the relevant parcel or lot. Each Concept Plan submitted for approval at Town Meeting shall include the following information:

- 1. The area of land proposed to be developed under the NBOD regulations, which may be less than the total area of the applicable lot.
- 2. The topography of the land to be developed.
- 3. The location of wetlands and water bodies, if any.
- 4. The location of existing roads and ways serving the land to be developed.
- 5. The general location, size and shape of existing structures to be removed, and the general location, size and shape of existing structures to remain.

6. The general location and size of all required buffer areas provided in compliance with Section 9.3.11.3.
7. The general location and approximate size of all proposed new buildings, the final location and size of each building to be determined via the Town’s site plan review process and shall not exceed the dimensional requirements in Table G.
8. Examples of amenities and design features to be included as part of the proposed development.
9. Illustrations of the general architecture of the proposed structures.
10. A preliminary traffic impact analysis.
11. Prior to the vote at Town Meeting on the Concept Plan, a Development Agreement shall be signed by the Board of Selectmen, Planning Board and the Property Owner (“Developer”) that addresses, but is not limited to, the following:
 - a. Any proposed exactions, financial gifts, easements or land gifts
 - b. Payment for consultant review of plans and documents accompanying Concept Plan
 - c. The timing of assessment of new improvements
 - d. The Developer’s payment for design and implementation of traffic
 - e. Transfer of responsibilities and commitments in the event the property is sold

Item 3. Amend Section 9.3.5 entitled “Permitted Principal Uses,” which presently reads:

9.3.5 Permitted Principal Uses. The following uses are allowed by right in the Neighborhood Business Overlay District:

Healthcare Facility
Health Club
Restaurant
Garden Center
Personal Service Establishment
Supermarket
Retail Business
Wholesale Business

Mixed Use with fewer than five (5) dwelling units
Multiple principal uses on a single lot or parcel within the NBOD

To read instead:

9.3.5.1 Permitted Principal Uses. The following uses are allowed by right in the Neighborhood Business Overlay District:

Healthcare Facility, including Clinic and Medical, Dental and Psychiatric Office
Health Club
Restaurant*
Garden Center
General or Personal Service Establishment and Business or Professional or Other Office
Supermarket
Retail Business
Wholesale Business
Mixed Use with fewer than five (5) dwelling units
Multiple principal uses on a single lot or parcel within the NBOD
Printing Shop
Emerging Energy Technology Establishment
Child Care Center
Adult Day Care

*There shall be no more than three (3) Restaurants allowed by right.

Item 4. Add a new Section 9.3.5.2 entitled “Prohibited Uses” after Section 9.3.5.1, to read as follows:

9.3.5.2 Prohibited Uses. In addition to any use which is not specifically permitted in this Section 9.3 and which is otherwise prohibited in the underlying district, any Medical Marijuana Dispensary and/or growing facility shall be prohibited in the NBOD.

Item 5. Amend Section 9.3.7 entitled “Uses Permitted by Special Permit of the Planning Board,” which presently reads:

9.3.7. Uses Permitted by Special Permit of the Planning Board. The following uses are allowed by Special Permit in the Neighborhood Business Overlay District:

Multi-family Dwelling
Parking Structures
Mixed use with five (5) or more dwelling units

To read instead:

9.3.7. Uses Permitted by Special Permit of the Planning Board. The following uses are allowed by Special Permit in the Neighborhood Business Overlay District:

- Elderly Housing and Assisted Living Residence
- Parking Structures
- Mixed use with five (5) or more dwelling units
- Motor Vehicle Light Service
- Brewery with Ancillary Food Service
- Fast Food Restaurant
- Multi Family Dwelling
- Restaurant (the fourth (4th) or more)

Item 6. Amend Section 9.3.8 entitled “Dimensional Requirement,” which presently reads:

9.3.8 Dimensional Requirements. Table G lists the dimensional requirements for each single principal use within the NBOD. Uses listed in Table G as “N/A” have no corresponding dimensional requirement.

TABLE G: NBOD DIMENSIONAL REQUIREMENTS

<u>Principal Use</u>	<u>Maximum Gross Floor Area</u>
Multi-Family Dwelling	N/A
Healthcare Facility	N/A
Health Club	30,000 s.f.
Restaurant	10,000 s.f.
Garden Center	25,000 s.f.
Personal Services Establishment	5,000 s.f.
Supermarket	75,000 s.f.
Retail Business	35,000 s.f.
Wholesale Business	35,000 s.f.

To read instead:

9.3.8 Dimensional Requirements. Table G lists the dimensional requirements for each single principal use within the NBOD, unless otherwise set forth in Section 9.3.

TABLE G: NBOD DIMENSIONAL REQUIREMENTS

<u>Principal Use</u>	<u>Maximum Gross Floor* Area</u>
1. <u>Multi-Family Dwelling and Garden Apartment and Elderly Housing and Assisted Living Residence</u>	<u>325,000 s.f.</u>
2. <u>Retail Business and all other Permitted Principal Uses set forth in Section 9.3.5 other than 1. and 3. in this Table G</u>	<u>328,000 s.f. total calculated as follows:</u>
a. <u>No more than 1 structure</u>	<u>118,000 s.f.</u>

b. <u>No more than 1 structure</u>	<u>117,000 s.f.</u>	
c. <u>No more than 2 structures</u>	<u>50,000 s.f.</u>	
d. <u>No more than 2 structures</u>	<u>14,000 s.f.</u>	
e. <u>No more than 5 structures</u>	<u>29,000 s.f.</u>	
3. <u>Municipal Facility</u>	<u>55,000 s.f.</u>	

*The maximum gross floor area for any non-residential single tenant or related entity under common control shall be 85,000 s.f.

Item 7: Amend Section 9.3.9 entitled “District Total,” which presently reads:

9.3.9 District Total. The total gross floor area for all principal uses within the NBOD, including nonresidential portions of Mixed Use structures, excluding multifamily dwellings, healthcare facilities, and residential components of mixed use structures, shall not exceed 175,000 s.f.

To read instead:

9.3.9 Non-Residential Total. The total gross floor area for all principal uses within the NBOD, including nonresidential portions of Mixed Use structures, excluding multifamily dwellings, healthcare facilities, and residential components of mixed use structures, shall not exceed the corresponding Maximum Gross Floor Area set forth in Table G.

Item 8: Amend Section 9.3.10 entitled “Housing Cap,” which presently reads:

9.3.10 Housing Cap. The maximum number of housing units in the NBOD shall not exceed one hundred (100).

To read instead:

9.3.10 Housing Cap. The maximum number of housing units in the NBOD shall not exceed two hundred fifty (250).

Item 9. Amend Section 9.3.11 entitled “Design Criteria,” which presently reads:

9.3.11 Design Criteria. In addition to provisions in other sections of this By-law, the criteria listed in this Section 9.3.11 shall apply to any action in the NBOD requiring site plan approval under Section 10.5.

1. Lighting. These standards are intended to: promote a lighting design for all development within the NBOD to ensure public safety and welfare; and protect the night sky from unnecessary ambient light. Any lighting plan submitted as part of a Site Plan Review application, shall include the following:
 - a. All lighting installations shall be designed to achieve no greater than the minimum luminance levels for the activity as recommended in the most recent standards established by the Illuminating Engineering Society of North America (IESNA);
 - b. To prevent glare on off-site locations, all outdoor lighting fixtures shall be full cut-off

(Full cutoff means that no light is emitted above the horizontal plane that intersects the lowest part of the fixture). Where necessary to prevent light or glare, accessories such as hoods and shields shall be used on lighting fixtures. The source of light shall be so arranged and shielded as to prevent direct glare from the light source into any public street or onto adjacent property;

- c. Security lighting shall be shielded and directed at a downward angle.
 - d. As part of any application for Site Plan Review, the applicant shall prepare a lighting study showing that the development will meet these standards.

2. Utilities Underground. All new, non-municipal utilities (such as electricity, telephone, gas, fiber optic cable) shall be placed underground.

3. Setbacks/Buffers. For the construction of any new building, a setback area of one hundred (100) feet shall be provided at the perimeter of any lot or parcel in the NBOD where it abuts the property line of any residentially zoned or occupied properties, except for fences twelve (12) feet in height or less and driveways necessary for access and egress to and from the new building(s); provided, however, that existing structures and existing access roadways and paved areas are exempt from this requirement. Notwithstanding the preceding, existing structures and paved areas shall not be made more non-conforming except for American with Disabilities Act (ADA) compliance. A buffer area of forty-five (45) feet shall be provided where the property line of any land within the NBOD is contiguous to the property line of another lot within an existing residential district. The buffer shall be landscaped and screened by way of fences, walls,

and/or plantings (including existing vegetation and trees) to reasonably and substantially shield abutting land from parking and loading areas and buildings. Any such fences or walls may, in the reasonable determination of the Planning Board, provide openings to allow safe pedestrian access and egress between the development sit and the adjacent neighborhood.

4. Parking. Required parking shall be four (4) spaces per one thousand (1,000) square feet of gross floor area for retail and supermarket uses. For outdoor sales and display areas of a Garden Center uses, required parking shall be one (1) space per three thousand (3,000) square feet of outside merchandise display area. For all other allowed uses, the parking requirement for such use shall be in accordance with the schedule of parking uses set forth in Section 6.1 of this By-law.

To read instead:

9.3.11 Design Criteria. In addition to provisions in other sections of this By-law concerning design criteria to the extent they may be applicable, the criteria listed in this Section 9.3.11 shall apply to any action in the NBOD requiring site plan approval under Section 10.5.

1. Lighting. These standards are intended to: promote a lighting design for all development within the NBOD to ensure public safety and welfare; and protect the night sky from unnecessary ambient light. Any lighting plan submitted as part of a Site Plan Review application, shall include the following:
 - a. All lighting installations shall be designed to achieve no greater than the minimum luminance levels for the activity as recommended in the most recent standards established by the Illuminating Engineering Society of North America (IESNA);
 - b. To prevent glare on off-site locations, all outdoor lighting fixtures shall be full cut-off

(Full cutoff means that no light is emitted above the horizontal plane that intersects the lowest part of the fixture). Where necessary to prevent light or glare, accessories such as hoods and shields shall be used on lighting fixtures. The source of light shall be low profile lights of twenty-five (25) feet or less and shall be so arranged and shielded as to prevent direct glare from the light source into any public street or onto adjacent property;
 - c. Security lighting shall be shielded and directed at a downward angle.
 - d. As part of any application for Site Plan Review, the applicant shall prepare a lighting study showing that the development will meet these standards.
2. Utilities Underground. All new, non-municipal utilities (such as electricity,

telephone, gas, fiber optic cable) shall be placed underground.

3. Setbacks/Buffers. For the construction of any new building, front setback area of at least one hundred (100) feet, and rear setback area of at least fifty (50) feet and side setback area of at least sixty (60) feet shall be provided at the perimeter of the NBOD development where it abuts the property line of any residentially zoned properties and twenty (20) feet where it abuts open space zoned properties, except for fences twelve (12) feet in height or less and driveways necessary for access and egress to and from the new building(s); provided, however, that existing structures and existing access roadways and paved areas are exempt from this requirement. Notwithstanding the preceding, existing structures and paved areas shall not be made more non-conforming except for American with Disabilities Act (ADA) compliance. A buffer area of no less than forty (40) feet in the side and rear setback areas and twenty (20) feet in the front setback area shall be provided where the perimeter of the NBOD development is contiguous to the property line of another lot within an existing residential district. The buffer shall be landscaped and screened by way of fences, walls, and/or plantings (including existing vegetation and trees) to reasonably and substantially shield abutting land from parking and loading areas and buildings. Any such fences or walls may, in the reasonable determination of the Planning Board, provide openings to allow safe pedestrian access and egress between the development sit and the adjacent neighborhood.
4. Parking. Required parking shall be one (1) spaces per three hundred (300) square feet of gross floor area for office, retail, supermarket and all other allowed uses not set forth herein. For outdoor sales and display areas of a Garden Center uses, required parking shall be one (1) space per three thousand (3,000) square feet of outside merchandise display area. For multi-family and other dwelling units, except Elderly Housing which shall be controlled by section 6.1.5, the required parking shall be 1.75 spaces per unit. For all restaurant uses, required parking shall be one (1) space per eighty-five (85) square feet of gross floor area. For warehouse uses, required parking shall be one (1) space per twenty-five hundred (2,500) square feet of gross floor area. Relief from these parking standards may be granted by special permit by the Planning Board.
5. Dimensional Requirements. The minimum requirements of the NBOD development shall be an area of 15,000 s.f.; 100 feet of frontage and 100 feet in width; total maximum building coverage 35% of the NBOD development; maximum building height of fifty-two (52) feet for residential uses and forty (40) feet for any other uses within the NBOD; minimum landscape open area of 20% of the NBOD development; and minimum landscape open area of 5% in the front yard of the NBOD development.

Item 10: Amend 9.3.12 entitled “Site Plan Approval,” which presently reads:

9.3.12 Site Plan Approval. The provisions of Section 10.5, Site Plan Approval, shall apply to uses, buildings and structures permitted by right or by Special Permit in the NBOD.

1. All new development pursuant to the NBOD shall be subject to Site Plan

Approval from the Planning Board. The Planning Board may not issue such Approval unless the proposed Site Plan substantially conforms to the Concept Plan approved by the Town Meeting. The Planning Board may permit minor modifications to the proposed development in connection with its site plan review, provided that the Planning Board finds, in its reasonable discretion and in writing, that any such modifications do not materially conflict with the general intent of the Concept Plan as approved.

To read instead:

9.3.12 Site Plan Approval. The provisions of Section 10.5, Site Plan Approval, shall apply to uses, buildings and structures permitted by right or by Special Permit in the NBOD.

1. All new development pursuant to the NBOD shall be subject to Site Plan Approval from the Planning Board. The Planning Board may permit modifications to the proposed development in connection with its site plan review, provided that the Planning Board finds, in its reasonable discretion and in writing, that any such modifications do not substantially and materially conflict with the general intent of the Concept Plan as approved.

Item 11: Add a new Section 9.3.14 entitled “Special Permitting Granting Authority” after Section 9.3.13, to read as follows:

9.3.14 Special Permit Granting Authority. The Planning Board shall be the Special Permit Granting Authority for this Section 9.3.

OR PASS ANY VOTE OR TAKE ANY OTHER ACTION RELATIVE THERETO.

The following action was taken:

Voted: Yes 264, No 725 (660) needed for a 2/3 vote) to approve the article as printed in the warrant. Article 1 does not carry. Motion made and seconded to reconsider Article 1.

Voted: Yes 77, No 778 to reconsider Article 1. Motion does not carry. The Finance Committee recommended. The Planning Board recommended.

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

ARTICLE 2: APPROVAL OF 129 PARKER STREET CONCEPT PLAN

To see if the Town will vote to: approve, in accordance with Section 9.3.3 of the Protective Zoning By-Laws, a Concept Plan, together with all supporting material identified in Section 9.3.3, for the development of property located at 129 Parker Street, Maynard, Massachusetts which property is located within the Neighborhood Business Overlay District and also known as Parcel Identification Number 025.0-0000-0152.0 and shown on Assessor’s Maps 24, 28 and 29 as NB and on Map 25 as Parcel 152. Said Concept Plan entitled, “Concept Plan B, 129 Parker Street, Maynard, MA.,” dated March 26, 2013 and prepared by CI Design, Inc., together with all required supporting materials, is on file and available for review with the Town Clerk and the Planning Office, or pass any vote or take any other action relative thereto.

The following action was taken: Article 2 was withdrawn. Motion made and seconded to dissolve the Special Town Meeting at 4:41 p.m. Motion carried.

Annual Town Meeting
Monday, May 20, 2013 at 7:00 P.M.
Fowler Middle School Auditorium

The following action was taken: At 7:00 p.m. on May 20, 2013, the Moderator, Jim Coleman called the Annual Town Meeting to order. A quorum was present. Guests were acknowledged and admitted. The Pledge of Allegiance was lead by the Moderator. Motion made and seconded to waive the reading of the warrant in its entirety. A tribute was delivered to Mr. Bill Cullen for his 26 years of service as a Library Trustee.

ARTICLE:1 TOWN REPORT ACCEPTANCE

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

The following action was taken:

Voted: To accept Article 1 as printed in the warrant.

The Finance Committee recommended.

ARTICLE:2 OBSOLETE EQUIPMENT OR MATERIALS

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. Chapter 30B, Uniform Procurement Act, as amended from time to time.

The following action was taken:

Voted: To accept Article 2 as printed in the warrant.

The Finance Committee recommended.

ARTICLE:3 REVOLVING FUNDS – Chapter 44, §53E1/2

To see if the Town will vote to authorize revolving funds for certain town departments in accordance with MGL c. 44, §53E1/2 for Fiscal Year 2014.

The following action was taken:

Voted: To accept article 3 as printed in the warrant.

The Finance Committee recommended.

ARTICLE:4 AUTHORIZE TREASURER TO BORROW

To see if the Town will vote to authorize the treasurer, with the approval of the Board of Selectmen, to borrow money from time to time in anticipation of the revenue of the Fiscal Year beginning July 1, 2013 in accordance with provision of General Laws, Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year in accordance with provisions of General Laws, Chapter 44, Section 17.

The following action was taken:

Voted: Yes 112, No 6 (79 needed for a 2/3 vote) to accept the article 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:5 SALARY ADMINISTRATION PLAN FISCAL YEAR 2014

To see if the Town, under the authority of Section 108A of Chapter 41 of the Massachusetts General Laws, will vote to amend the Maynard Salary Administration Plan. Part-time Employees \$8.50 to \$19.00, Part-time Specialized Employees (i.e. certified, licensed) \$20.00 to \$39.00, Full-time Employees \$16.50 to \$32.00, Board of Assessors \$1,000.00 annually, Veteran’s Agent \$7,500.00 annually, Inspector of Animals \$105.00 annually, Registrar of Voters \$105.00 annually, Clerk, Registrar of Voters \$515.00 annually.

The following action was taken:

Voted: Yes 108, No 12 (80 needed for a 2/3 vote) to accept the article as printed in the warrant except to add the word hourly after the pay rate for part-time and full-time employees. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE:6 TOWN GENERAL FUND BUDGET FISCAL YEAR 2014

Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the operation of the Town for Fiscal Year 2014 To see if the Town will vote to transfer \$345,000.00 from the Ambulance Receipts Reserved for Appropriation Fund, and to raise and appropriate from taxation \$34,596,825.00 for the single appropriation vote of \$34,941,825.00 to meet the salaries and wages of Town Officers and employees, expense, and outlays of the Town (July 1, 2013 – June 30, 2014) and further, to accept and expend Federal and State funds to offset certain salaries or expenses or outlays.

The following action was taken:

Voted: To accept the article as printed in the warrant except the words “To do or act thereon.”The Finance Committee recommended.

ARTICLE:7 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2014

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 MGL c. 44, § 53F1/2 such sums of money as may be necessary, together with revenue from the Sewer Enterprise Fund operations, to defray the expenses for Fiscal Year 2014 (July 1, 2013 - June 30, 2014).

REVENUES

Sewer - User Charges	2,305,042
Sewer - MWPAT Subsidy	19,720
TOTAL REVENUES	2,324,762

EXPENSES - DIRECT

Sewer - Salaries	7,000
Sewer - Expense	128,750
Sewer - Short Term Interest	3,375
Sewer - Long Term Debt Principal	606,967
Sewer - Long Term Debt Interest	256,002
Sewer - WWTP Salaries	219,598
Sewer - WWTP Expense	654,300
TOTAL EXPENSES - DIRECT	1,875,992

EXPENSES - INDIRECT

Insurance - Health/Life/Unemp	86,400
Retirement	59,838
Shared Employee Costs	302,532
TOTAL EXPENSES - INDIRECT	448,770

TOTAL FY14 BUDGET **2,324,762**

\$1,875,992 appropriated from FY14 Sewer Enterprise Fund revenues

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE:8 WATER ENTERPRISE FUND BUDGET FY 2014

To see if the Town will vote to recommend that the following sums be appropriated to operate the Water Enterprise Fund, in accordance with the provisions of MGL c. 44, § 53F1/2 such sums of money as may be necessary, together with revenue from the Water Enterprise Fund operations, to defray the expenses for FY2014 (July 1, 2013 - June 30, 2014).

REVENUES

Water - User Charges	1,468,448
Water - MWPAT Subsidy	141,874
TOTAL REVENUES	1,610,322

EXPENSES - DIRECT

Water - Salaries	199,000
Water - Expense	463,800
Water - Short Term Interest	9,750
Water - Long Term Debt Principal	516,800
Water - Long Term Debt Interest	170,058
TOTAL EXPENSES - DIRECT	1,359,408

EXPENSES - INDIRECT

Insurance - Health/Life/Unemp	57,736
Retirement	39,986
Shared Employee Costs	153,192
TOTAL EXPENSES - INDIRECT	250,914

TOTAL FY14 BUDGET **1,610,322**

\$1,359,408 appropriated from FY14 Water Enterprise Fund revenues

The following action was taken:

Voted: To accept the article as printed in the warrant.

The Finance Committee recommended.

**ARTICLE:9 AVR V SCHOOL RESERVE FUND COMPENSATED
ABSENCES FOR EMPLOYEES**

To see if the Town will vote to approve Assabet Valley Regional Vocational School District's establishment of a reserve fund for compensated absences for employees terminating employment per provisions MGL Ch. 40, Section 13D.

The following action was taken:

Voted: To accept the article as printed in the warrant.

The Finance Committee recommended.

ARTICLE:10 COMMUNITY PRESERVATION FUND BUDGET FY2014

To see if the Town will vote to appropriate or reserve from FY2014 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	\$ 9,900.00
Long Term Debt. Principal	\$80,000.00
Long Term Debt. Interest	\$41,300.00

Reserves:

Historic Preservation Reserve	\$19,982.50
Open Space Reserve	\$19,982.50
Community Housing Reserve	\$19,982.50
Budgeted Reserve	\$ 8,677.50

TOTAL FY14 BUDGET **\$199,825.00**

The following action was taken:

Voted: To accept the article as printed in the warrant.

The Finance Committee recommended.

ARTICLE:11 FINANCE COMMITTEE RESERVE FUND

To see if the town will vote to raise and appropriate from taxation the sum of \$300,000.00 to provide for any extraordinary or unforeseen expenditures of the various Town Departments, by a vote of the Finance Committee out of the Reserve Fund, as provided by M.G.L. c. 40, §6.

The following action was taken:

Voted: To accept the article as printed in the warrant.

The Finance Committee recommended.

ARTICLE:12 OPTIONAL ADDITIONAL EXEMPTION

To see if the Town will vote to set the exemption for clause 17D Elderly, Surviving Spouses, Minor whose father is deceased; Clause 22 Veterans and surviving spouses; Clause 22E100% Disabled Veterans and surviving spouses; Clauses 37A Legally Blind, at 100% of the allowable personal exemption amount in accordance with M.G.L. Chapter 59 Sec. 5.

The following action was taken:

Voted: To accept the article as printed in the warrant.

The Finance Committee recommended.

ARTICLE: 13 ZONING BYLAW AMENDMENTS ADD A NEW SECTION 7.9 ENTITLED“TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS”

To see if the Town will vote to amend the Town’s Zoning Bylaw by adding a new Section 7.9, TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS, that would provide as follows:

Section 7.9.1. PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law’s effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Medical Marijuana Treatment Centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

Section 7.9.2. DEFINITIONS

“Medical Marijuana Treatment Center” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.”

Section 7.9.3. TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding Medical Marijuana Treatment Centers and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

Or to act in any other manner in relation thereto.

The following action was taken:

Voted: Yes 71, No 8 (53 needed) to amend section 7.9.3 by changing “June 30, 2014” to “October 31, 2013. The Finance Committee recommended. The Planning Board recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE:14 **SECONDHAND AND JUNK DEALERS**

To see if the Town will vote to amend Chapter VIII, Junk Dealers, by renaming same to Secondhand and Junk Dealers, by omitting section 1 and replacing it as follows:

Section 1. Licenses

(a) No person shall carry on the business of purchasing and/or selling and/or bartering of secondhand merchandise of any description, including, but not limited to, certain secondhand precious metals, such as silver, gold and platinum, without first having received a license from the Board of Selectmen to do so. A person desiring such license or renewal of such license shall pay an application fee of \$100 to the Town Clerk. Within ten (10) business days after receipt of said application, the Town Clerk shall forward said application to the Chief of Police or his/her designee. The Chief of Police or his/her designee shall conduct an investigation into the suitability of the applicant to possess such license and report his/her approval or disapproval to the Board of Selectmen within twenty (20) business days of his/her receipt of the application. The Board of Selectmen may, after application has been made to the Town Clerk and after receipt of the report of the Chief of Police or his/her designee, grant a license to the applicant for the purpose herein stated.

(b) Applications for new licenses under this chapter may be made at any time. All licenses issued shall expire annually on the first day of May except that licenses may be issued in April to be

valid for twelve (12) months beginning the next succeeding first day of May. Application for renewal of such license shall be submitted to the office of the Town Clerk no later than March 1 of each year. Within ten (10) business days thereafter, the Town Clerk shall forward said application to the Chief of Police or his/her designee for his/her approval or disapproval. The Chief of Police or his/her designee shall report his approval or disapproval to the Board of Selectmen within twenty (20) business days of his/her receipt of the application.

(c) Any entity whose license has expired and has not been reissued shall be liable to prosecution for engaging in any business for which the license is required. If a licensee fails to use the license for a period of thirty (30) days in succession, the Chief of Police or his/her designee shall investigate the circumstances and report the matter to the Board of Selectmen.

(d) Any such license issued shall not be valid to protect the holders thereof in any building or place other than that designated in the license.

(e) No such licensees shall have their premises open for the transaction of business, nor shall they purchase or barter any secondhand articles, except between the hours of 9:00am and 9:00pm on any day of the week except Sundays and holidays. Business hours for Sundays and holidays shall be consistent with the hours allowed by Massachusetts General Laws.

(f) Every licensee shall conspicuously display the license and conspicuously post on the premises a copy of Chapter VIII of the Bylaws of the Town of Maynard relating to Secondhand Dealers.

Section 2. Record of Purchases to be Kept; Sales Restricted

(a) Any entity so licensed who engages in the business of purchasing and/or selling and/or bartering secondhand articles of any description, at the licensed location, shall be required to keep, in a book, a written record of all purchases or acts of barter at the time they occur. A specific and individual inventory or identification number shall be assigned to each separate transaction by the licensee and such number shall be recorded in this book or written record. Said record shall include:

- (1) The name and address of the purchaser's business.
- (2) The date and time of transaction.
- (3) A complete and accurate description of the article(s).
- (4) The name of the seller (printed and written legibly).
- (5) The address of the seller (printed and written legibly).
- (6) The date of birth of the seller.
- (7) The social security number of the seller.
- (8) The driver's license, Mass ID card, or Passport number of the seller.
- (9) The price, if any, of such article.
- (10) The assigned identification number as required by the provisions of this section.
- (11) The form of identification produced, as required by the provisions of this section.

(b) A required record of any transaction shall be legibly written in English and kept in a book of a size and style approved by the Chief of Police or his/her designee. No entries shall be erased, obliterated, defaced, or altered.

(c) Every licensee shall require positive identification and a record in the book the type of identification produced by any person from whom a purchase, etc., is made. Positive identification shall mean and include any photo identification issued by any governmental agency. It is recommended that a digital photograph be taken by the licensee or his/her designee of the identification along with the property purchased and such photograph be stored either in paper form and in color or electronically.

(d) Every licensee shall require a person from whom a purchase, etc., is made to legibly sign his/her name, address and date of birth in the book. In the event such person is unable to write, the licensee shall fill in the required information, together with a written notation stating that such person was unable to do so.

Section 3. Enforcement; Penalty for Violations

(a) Every such licensee shall deliver to the Chief of Police or his/her designee on the first business day of each week, before the hour of noon, a complete and legible record of all articles purchased or bartered during the preceding business week. As long as all of the below-stated required information is present, such record may be delivered electronically via email. The record shall contain the following information:

- (1) A complete and accurate description of all articles purchased or bartered, including all distinguishable marks and numbers.
- (2) The date and time of the transaction.
- (3) The name, address, date of birth, social security number and/or driver's license number and/or Massachusetts ID card number, and/or Passport number of the seller.
- (4) The price paid for the article.
- (5) The respective identification number, as required by Chapter VIII of the Town of Maynard By-Laws.
- (6) The form of identification produced by the seller, as required by Chapter VIII of the Town of Maynard By-Laws.

(b) The Chief of Police or his/her designee may, during business hours, enter upon any premises used by the licensee for the conduct of business to ascertain how such person conducts business. Said officer may examine any or all articles taken in trade, kept or stored in or upon said premises. All books and inventories shall be exhibited to any such officer, whenever a demand for such exhibition shall be made.

(c) Every such licensee shall hold for inspection any and all items purchased or bartered for a period of at least thirty (30) business days but not to exceed sixty (60) business days on the premises covered under the issued license. These articles shall be left in the condition in which they were received at the time of purchase or time of barter. The assigned identification number as stated in Chapter VIII of the Town of Maynard By-Laws shall be displayed with the items in the possession of the licensee. Every licensee shall, upon demand, provide access to the Chief of Police or his/her designee for inspection of said articles.

(d) If any articles purchased or bartered and held by the licensee is determined by the Chief of Police or his/her designee to be stolen or otherwise illegally possessed, or if the item is determined to be evidence of a crime as defined under Massachusetts General Laws, the licensee shall be required, upon demand, to surrender said article or articles to the Chief of Police or his/her designee.

(e) Persons violating any provision of Chapter VIII of the Town of Maynard By-Laws shall be punished by a fine of not more than \$100 (one hundred dollars) and/or revocation of said license by the Board of Selectmen, after hearing, if it appears that the licensee is not complying with said provision.

(f) It shall be the duty of the Chief of Police or his/her designee to report any violation of Chapter VIII of the Town of Maynard By-Laws, in writing, to the Board of Selectmen.

To do or act thereon.

The following action was taken:

This article was withdrawn.

ARTICLE:15 BORROWING AUTHORIZATION SEWER CAPITAL PROJECT

To see if the town will vote to authorize the Treasurer, with approval of the Board of Selectmen, to borrow the sum of \$498,000.00 under Mass General Law Chapter 44 for Sewer Enterprise Fund Capital Project – Construction of Mockingbird Pump Station.

To do or act thereon.

The following action was taken:

Voted: Yes 84, No 3 (58 needed for a 2/3 vote) to accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE:16 BORROWING AUTHORIZATION WATER CAPITAL PROJECT

To see if the Town will vote to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the sum of \$1,300,000.00 under MA General Law Chapter 44 for the Water Enterprise Fund Capital Project – Water Tank Repairs.

To do or act thereon.

The following action was taken:

Voted: Yes 81, No 5 (57 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as per Town bylaw.

Motion made and seconded to dissolve the May 20, 2013 Annual Town Meeting at 10:55. Motion carried.

APPENDIX "A" - TOWN OF MAYNARD - FY14 GENERAL FUND ESTIMATED REVENUE

FY13 Levy Limit

\$ 23,163,034

Plus 2.5%	579,076
Plus Estimated New Growth	190,000
Plus Debt Exclusion	2,643,120
SUBTOTAL - ESTIMATED REVENUE FROM TAXATION	<u>\$ 26,575,230</u>

Plus Cherry Sheet Estimated Receipts	5,605,567
Plus School Bldg. Assist Reimb - Fowler School	897,661
Plus Bond Premium Reimb - Police Station	3,745
Plus Bond Premium Reimb - School Boilers	687
Plus Bond Premium Reimb - High School	30,704
Plus Bond Premium Reimb - High School	22,130
Plus Bond Premium Reimb - High School	21,983
Plus Estimated Local Receipts	2,182,859
Plus Water Enterprise Indirect Costs Transfer	250,914
Plus Sewer Enterprise Indirect Costs Transfer	448,770
Plus Ambulance Receipts Reserved Transfer	250,000
Plus Ambulance Receipts Reserved Transfer for Capital	95,000
SUBTOTAL - ESTIMATED OTHER REVENUES & TRANSFERS IN	<u>9,810,020</u>

Less Cherry Sheet Estimated Charges	(459,777)
Less Cherry Sheet Offset - School Lunch	(6,096)
Less Cherry Sheet Offset - School Choice	(291,485)
Less Cherry Sheet Offset - Library	(11,067)
Less Allowance for Abatements (Overlay)	(375,000)
SUBTOTAL - ESTIMATED REDUCTIONS TO REVENUE	<u>(1,143,425)</u>

Less Separate Article for FY14 Reserve Fund	(300,000)
SUBTOTAL - SEPARATE ARTICLES VOTED FROM TAXATION	<u>(300,000)</u>

TOTAL ESTIMATED REVENUE FOR FY14 GENERAL FUND BUDGET	<u>\$34,941,825</u>
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**APPENDIX "A" - TOWN OF MAYNARD
FY14 GENERAL FUND EXPENSE BUDGET**

		FY13 ORIGINAL	FY14 BOS
DEPT	NAME	BUDGET	RECOMMEND
114	Moderator	75	75
122	Selectmen - Salaries	58,324	61,424
122	Selectmen - Expense	49,800	70,700
129	Town Administrator - Salaries	204,000	209,000
129	Town Administrator - Expense	3,500	-
131	Finance Comm Expense	300	700
132	<i>Reserve Fund - Not Voted as Part of the GF Budget - Separate Article Vote</i>		
135	Town Accountant - Salaries	135,505	121,283
135	Town Accountant - Expense	52,000	5,050
141	Assessors - Salaries	134,129	137,260
141	Assessors - Expense	34,770	28,520
145	Treasurer/Collector - Salaries	173,951	183,360
145	Treasurer/Collector - Expense	37,850	32,260
151	Legal Expense	83,000	94,000
155	Data Processing Expense	262,500	298,000
158	Tax Title/Foreclosure Expense	20,000	14,500
161	Town Clerk - Salaries	92,106	94,820
161	Town Clerk - Expense	1,750	1,780
162	Election & Registration - Salaries	500	500
162	Election & Registration - Expense	4,500	2,850
163	Election Expense	18,500	14,500
192	Public Prop (Maint) - Salaries	123,799	124,701
192	Public Prop (Maint) - Expense	84,650	88,400
195	Town Reports - Expense	2,000	2,000
210	Police - Salaries	1,928,683	2,199,476
210	Police - Expense	219,083	225,133
220	Fire/Ambulance - Salaries	1,650,861	1,804,412
220	Fire/Ambulance - Expense	124,275	134,665
294	Forestry - Expense	12,000	9,000
300	Maynard School - Salaries	11,274,077	11,837,780
300	Maynard School - Transportation	409,400	417,588
300	Maynard School - Athletic Expense	58,250	62,750
300	Maynard School - Expense	2,398,100	2,464,500
310	Assabet Valley School Assessment	1,043,277	843,022
421	DPW Admin - Salaries	166,135	159,500

Special Town Meeting
Monday, May 20, 2013 at 9:00 p.m.
Fowler Middle School Auditorium

The following action was taken:

At 9:07 p.m. on May 20, 2013, the Moderator, Jim Coleman called the Special Town Meeting to order. A quorum was present. Motion made and seconded to wave the reading of the warrant in its entirety.

ARTICLE:S-1 **REUSE OF FIRE CAPITAL OUTLAY**

To see if the town will vote to authorize the fire capital outlay of \$9,111.00, (account 5065.0220.580000.3018), to be used for general work on the fire station. This account was previously designated for work on the fire station fire escape.

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE: S-2 **COMMUNITY PRESERVATION FUND RESERVE**
APPROPRIATION

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

Appropriations:

\$ 10,000.00

From Open Space Reserve Fund to the Maynard Conservation Commission for deposit in the Maynard Conservation Land Trust Fund, with any of these expenditures from said Conservation Land Trust Fund to be subject to the provisions of the Community Preservation Act.

\$ 7,500.00

From the Historical Resources Fund to the Town of Maynard Historical Commission for restoration of E. Howard Scale and Cabinet with unexpended funds as of June 30, 2014 being returned to their funding sources.

\$ 25,000.00

From the Community Housing Fund to the Board of Selectmen to fund a pre-development plan for a Veteran's Housing Proposal. This plan would provide planning for suitable housing for Veteran's who may otherwise not be able to afford or attain suitable shelter and or housing with unexpended funds as of June 30, 2014 being returned to their funding sources.

\$4,800.00

From the Unreserved Fund to the Maynard Youth Soccer Association to fund a renovation and preservation program at Rockland Field which would enable various youth groups to continue to use the fields for their programs with unexpended funds as of June 30, 2014 being returned to their funding sources.

Total Appropriations from Community Preservation Fund \$ 47,300.00.

The following action was taken:

Voted: Yes 90, No 5 to accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town Bylaw.

ARTICLE: S-3 **COMMUNITY PRESERVATION FUND TRANSFER**

To see if the town will vote to appropriate from FY2013 Community Preservation Fund revenues the sum of \$122,900.00 to be transferred to the Town's General Fund, for the first year long Term Debt principal and interest payment on the purchase of the Maynard Country Club, as voted in Article 5 of the October 26, 2011 Special Town Meeting.

The following action was taken:

Voted: Yes 89, No 4 that the Town accept the article as printed in the warrant.

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

**ARTICLE: S-4 LARGE INDUSTRIAL/COMMERCIAL
PROPERTY APPRAISAL**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide to meet a sum not to exceed fifteen thousand dollars \$15,000.00 for the purpose of conducting an appraisal of a large industrial commercial property.

The following action was taken: This article was withdrawn.

ARTICLE: S-5 PERSONAL PROPERTY EXEMPTION

To see if the Town will vote to accept the provision of Massachusetts General Law Chapter 59 Section 5(54) to allow the Town to exempt from taxation certain Personal Property by establishing a minimum value of \$2,000.00 for personal property subject to taxation.

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE: S-6 CAPITAL STABILIZATION FUND

To see if the Town will vote to establish a Capital Stabilization Fund in accordance with Massachusetts General Law Chapter 40 Section 5B.

The following action was taken:

Voted: That the Town accept the article as printed in the warrant.
The Finance Committee recommended.

ARTICLE: S-7 CERTIFIED FREE CASH APPROPRIATION

To see if the Town will vote to appropriate from certified free cash as of July 1, 2012 the sum of \$2,910,826.00 for the following capital and stabilization fund purposes and in the following amounts:

<u>PURPOSE</u>	<u>AMOUNT</u>
Capital Stabilization Fund	\$931,826.00
OPEB Trust	\$50,000.00
DPW Truck and Associated Equipment	\$175,000.00
Sidewalk Improvements	\$500,000.00
Financial Software Conversion	\$102,000.00
Police Cruiser	\$40,000.00
Fire Department Radio Box	\$50,000.00
Fowler & Green Meadow School Roof Repairs	\$850,000.00
Fowler & Green Meadow Security System	\$200,000.00
High School Moving Expenses	\$12,000.00
TOTAL APPROPRIATION	\$2,910,826.00

The following action was taken:

Voted: Yes 89, No 6 (63 needed for a 2/3 vote) to accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town Bylaw.

ARTICLE: S-8 RESERVE FOR OVERLAY RELEASE
APPROPRIATION

To see if the Town will vote to transfer and appropriate the following sums of money for the purpose listed, from the Fund Balance Reserved for Overlay Released:

<u>PURPOSE</u>	<u>AMOUNT</u>
Deficit – FY13 Snow & Ice	\$187,495.97
Deficits – Allowance for Abatements (Overlay for Years, 2003, 2005, & 2009)	\$53,281.24
Sick Leave Buybacks	\$85,010.87
TOTAL APPROPRIATION	\$325,788.08

The following action was taken: Voted: Yes 74, No 4 that the Town accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town Bylaw.

ARTICLE: S-9 SEWER RETAINED EARNINGS

To see if the town will vote to transfer from “Sewer Retained Earnings” the sum of \$70,000.00. Funds to be used for Penn Valley Pump at the Waste Water Treatment Plant, Moyno Pump at the Waste Water Treatment Plant and for Lift Station clearing. This expenditure will allow for equipment upgrades.

- Penn Valley Pump \$35,000.00
- Moyno Pump \$20,000.00
- Lift Station Cleaning \$15,000.00

The following action was taken:

Voted: Yes 68, No 0 that the Town accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: S-10 WATER RETAINED EARNINGS

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$142,000.00 Funds to be used for Cleaning of Well number 4, Cleaning of Wells number 1, 1A, Spare Pump and Motor for the Rockland Ave Wells, Fire Hydrant Replacement, Meter Replacement, Brush cutting around Water Towers and Easements, Structural Inspections of Storage Tanks. And further that any unused funds resulting therefrom shall be used to reduce bond costs for the repair and maintenance of the concrete and steel water tanks.

- Cleaning of Well No. 4 \$12,000.00
- Cleaning of Well 1 & 1A \$25,000.00
- Spare Pump and Motor Rockland Ave. Wells \$15,000.00
- Fire Hydrant Replacement \$40,000.00
- Meter Replacement \$40,000.00

- Structural inspection of Storage tanks \$10,000.00

The following action was taken:

Voted: Yes 78, No 1 that the Town accept the article as printed in the warrant.

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

ARTICLE: S-11 TRANSFER SEWER ENTERPRISE RETAINED EARNINGS

To see if the town will vote to raise and appropriate from the Sewer Enterprise Retained Earnings a sum of \$91,464.00 to the Sewer Enterprise Stabilization Fund.

The following action was taken:

Voted: Yes 79, No 0 to accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town by law.

**ARTICLE: S-12 TRANSFER WATER ENTERPRISE
RETAINED EARNINGS**

To see if the town will vote to raise and appropriate from the Water Enterprise Retained Earnings a sum of \$19,929.00 to the Water Enterprise Stabilization Fund.

The following action was taken:

Voted: Yes 78, No 0 (52 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Finance Committee recommended. This article was voted by a secret ballot as required per Town Bylaw.

Motion made and seconded to dissolve the May 20, 2013 Special Town Meeting at 10:44 p.m. Motion carried.

SPECIAL STATE ELECTION & SPECIAL TOWN ELECTION
TUESDAY, JUNE 25, 2013

Pursuant to Warrant #831, the Special State Election was held on June 25, 2013, in all four precincts.
The polling places were prepared according to the requirements of General Law.

	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
SENATOR IN CONGRESS					
Blanks	0	0	0	0	0
Gabriel E. Gomez	266	228	255	221	970
Edward J. Markey	357	379	352	332	1420
Richard A. Heos	5	6	5	2	18
Write-ins	1	3	0	4	8
Total:	629	616	612	559	2416

Pursuant to Warrant #832, the Special Town Election was held on June 25, 2013 in all four precincts.
The polling places were prepared according to the requirements of General Law.

	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
SELECTMAN					
Blanks	8	67	70	10	155
Timothy M. Caldwell	258	259	269	190	976
William N. Cranshaw	330	273	248	235	1086
Write-ins	0	12	4	2	18
Total:	596	611	591	437	2235

Special Town Meeting
Monday November 4, 2013 at 7:00 p.m.
Fowler Middle School Auditorium

ARTICLE: 1 **TRANSFER OF FUNDS TO PAY BILLS OF A PRIOR YEAR**

To see if the Town will vote to transfer \$1,908.73 from the sewer enterprise stabilization fund to pay unpaid invoices of FY 2013.

The following action was taken:

Voted: To transfer \$1,908.73 from the Sewer Enterprise Stabilization Fund to Construction and Maintenance Utilities, Heat account number 0001.0422.521002.0000 for FY2013. The Finance Committee recommended.

ARTICLE: 2 **DOG BY-LAWS AMENDMENT SECTION 8**

To see if the Town will vote to amend Section 8 of Chapter XIX, Dog Owner's Responsibility Law, of the Town of Maynard By-laws as follows: (~~Strikeout~~ text represents deleted language of the proposed amendment.)

Section 8:

No person shall permit a dog ~~by~~ under their direct control to be off the premises of the owner or person responsible ~~between the hours of 7:00 a.m. and 8:00 p.m.~~ unless the dog is under the full and direct control of the owner or responsible person and kept on a safe and adequate leash. The owner of the dog or person responsible who violates this By-law shall, after receiving a written warning to a violation of this section can be punished for a subsequent offense by a penalty of ten dollars (\$10) for the first offense, twenty-five dollars (\$25) for the second offense, and fifty dollars (\$50) for each subsequent offense. The person responsible for the control of any dog shall be deemed to be a person who has willingly assumed control of the dog from its owner or, in the alternative, the licensed owner of the dog.

The following action was taken:

Voted: To accept the article as printed in the warrant.
The Finance Committee recommended.

ARTICLE: 3 **DOG BY-LAWS AMENDMENT SECTION 1**

To see if the Town will vote to delete Section 1 of Chapter XIX, Dog Owner's Responsibility, of the Town of Maynard By-Laws and replace with a new Section 1 as follows:

Section 1 which currently reads:

The annual fee for every dog license, except as otherwise provided by law, shall be ten dollars (\$10) for each dog license issued by the Town.

No fee shall be charged for a license for a dog specially trained to lead or serve a blind person; provided that the Division of the Blind certifies that such dog is so trained and actual lint he service of a blind person. No license fee or part thereof shall be refunded because of the subsequent death, loss, spaying or removal from the Commonwealth or other disposal of the dog, no shall any license fee or part thereof paid by mistake be paid or recovered back after it has been paid over to the County under Ch. 140, Section 147 of the Massachusetts General Laws.

To read instead:

Section 1: Licensing

A. Three or fewer dogs:

- (i) Every dog (6) months old or older kept in the Town of Maynard shall be duly registered, numbered, described and licensed on an annual basis. The annual licensing period runs from January 1 through December 31.
- (ii) Every person who becomes owner or keeper of such a dog shall, within thirty (30) days of its becoming six (6) months old or thirty (30) days of becoming its owner or keeper, whichever shall last occur, shall obtain such license from the Town Clerk. The Owner or Keeper shall submit an application on the form proscribed along with proof of rabies vaccination, notarized letter from a licensed veterinarian stating that the dog has been vaccinated, or Board of Health Declaration that the dog is exempt from the vaccination requirement to the Licensing.
- (iii) The registering, numbering, describing and licensing of a dog shall be done by the Town Clerk, and shall be subject to the conditions expressed therein that the dog which is the subject of the license shall be controlled and restrained from killing, chasing or harassing livestock, fowls or wildlife.
- (iv) The owner of a licensed dog shall cause it to wear around its neck or body a collar or harness of leather or other suitable materials, to which shall be securely attached a tag on a form proscribed and distributed by the Town Clerk when a license is issued. Such tag shall state "Town of Maynard," the year of issue and tag number. The Town Clerk shall maintain a record of the identifying numbers.
- (v) If any such tag is lost the owner shall secure a substitute tag issued by the Town Clerk.
- (vi) The Town Clerk shall not grant any license until and unless a current rabies vaccination certificate or Board of Health Declaration that the dog is exempt from the vaccination requirement for the animal has been presented.
- (vii) A transfer license from another location in Massachusetts shall be granted upon application provided that adequate proof is presented to the Town Clerk at the time of application. Such application shall occur within thirty (30) days of establishing residency within Maynard.
- (viii) The annual fee for every dog license, except as otherwise provided by law, shall be ten dollars (\$10.00) for neutered/spayed, fifteen dollars (\$15.00) for intact.

(B) Four or more dogs:

Any person maintaining a Commercial Boarding or Training Kennel, Commercial Breeder Kennel, Domestic Charitable Corporation Kennel, Personal Kennel, or Veterinary Kennel, upon application shall be issued a kennel license. Prior to the issuance of a kennel license, the Animal Control Officer or Animal Inspector may inspect the proposed facilities to insure they comply with any rules and regulations as they may relate to Kennels.

- (i) An owner or keeper of less than four (4) dogs, three (3) months old or older, who does not maintain a Kennel may elect to secure a Kennel license in lieu of licensing each dog individually, provided however that such owner or keeper shall be subject to all provisions of this bylaw relating to the maintenance, operation and licensing of Kennels as if he or she were maintaining a Kennel.

(ii) The Animal Control Officer may at any time inspect any Kennel located in the Town of Maynard.

(iii) Petitions or complaints against any such Kennel shall be filed with the Board of Selectmen. The Board, as well as the Town Administrator, shall have investigatory powers over any such petitions or complaints. Said investigation shall be conducted by the Town Administrator who, within seven days after the filing of such petition or complaint, shall give notice to all parties of interest of a public hearing to be held before the Board of Selectmen within twenty-one (21) days after the date of such notice. After such public hearing the Board may make an order either revoking or suspending such kennel license or otherwise regulating such Kennel, or dismissing said petition. Within ten days after receipt of such order, the holder of such license may bring a petition in the district court as outlined in G.L. c. 140, § 137C. Any person maintaining a Kennel after the license has been revoked, or while such license is suspended shall be punished as set forth in the penalty provision of this bylaw.

(iv) A kennel license shall be in lieu of any other license for a dog kept at a Kennel during any portion of the period for which the kennel license is valid. A kennel licensee shall cause each dog kept in its Kennel to wear, while it is at large, a collar or harness of leather or other suitable material, to which a tag shall be securely attached. Such tags shall be provided to the kennel licensee by the Town Clerk and shall state "Town of Maynard," the year of issue and kennel license number.

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE: 4 **DOG BY-LAWS AMENDMENT SECTION 7**

To see if the Town will vote to amend Section 7 of Chapter XIX, Dog Owner's Responsibility Law, of the Town of Maynard By-laws as follows: (~~Strikeout~~ text represents deleted language and bold font represents proposed amendment.)

Section 7:

All owners or keepers of dogs kept in the Town of Maynard during the preceding six (6) months and who, on the first day of ~~June~~ March of each year, have not licensed said dog or dogs, as prescribed by Section 173, C. 40 of the Massachusetts General Laws, shall be required to pay a fee of ~~\$10.00~~ 25.00 for each said unlicensed dog over and above any other applicable licensing charge or penalty to the Town.

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE: 5 **DOG BY-LAWS AMENDMENT SECTION 9**

To see if the Town will vote to amend Section 9 of Chapter XIX of the Town of Maynard By-laws regarding the "Leash Law", as follows:

Which currently reads:

Section 9: Leash Law

No owner of any dog shall permit such dog to run at large at any time. The provisions of this section shall not be intended to apply to dogs participating in any dog show, nor to “seeing-eye” dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place, nor to any dogs properly trained and under the control of and aiding the deaf, nor to any dogs being trained or actually being used for hunting purposes while such dogs are actively engaged in hunting activity on property permitting such activity.

Nothing contained in the foregoing paragraph shall prevent the Board of Selectmen from passing any orders authorized by the Massachusetts General Law at such times as they shall deem necessary to safeguard the public.

Every owner of a dog shall exercise proper care and control of their dog so as to prevent said dog from becoming a public nuisance.

To read instead: (~~Strike out~~ test represents deleted language and bold font represents proposed amendment. The last two paragraphs have been rearranged.)

No owner of any dog shall permit such dog to run at large at any time. The provisions of this section shall not apply to the following:

~~be intended to apply to~~

- a. dogs participating in any dog show,
- b. ~~nor to~~ “seeing-eye” dogs properly trained to assist blind persons for the purpose of aiding them in going from place to place,
- c. ~~nor to~~ any dogs properly trained and under the control of and aiding the deaf,
- d. ~~nor to~~ any dogs being trained or actually being used for hunting purposes while such dogs are actively engaged in hunting activity on property permitting such activity.
- e. so long as the owner or keeper of a dog(s) is present and attentive to the dog(s) while said dog(s) is running or occupying a “Dog Park”, “Dog Run” or “Dog Exercise Area” which has been so designated by the Board of Selectmen.

Every owner of a dog shall exercise proper care and control of their dog so as to prevent said dog from becoming a public nuisance.

Nothing contained in the foregoing paragraphs shall prevent the Board of Selectmen from passing any orders authorized by the Massachusetts General Law at such times as they shall deem necessary to safeguard the public.

The following action was taken:

Voted: To accept the article as printed in the warrant. The Finance Committee recommended.

ARTICLE: 6 **RE: ZONING BY-LAW AMENDMENTS**

To see if the Town will vote to amend the Town’s Zoning Bylaw’s as follows:

1. Amend Table A – Use Regulations in Section 3.1.2 to add the use “Registered Marijuana Dispensary (RMD)” within the Principal Uses, Section 4, Business Uses, as an allowable use by Planning Board Special Permit only in the B, HCI and I zoning districts.

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Registered Marijuana Dispensary	N	N	N	PB	N	PB	PB	N	N

2. And by adding a new section in Section 7.0 *Special Regulations* for Registered Marijuana Dispensary as follows:

“7.7 Registered Marijuana Dispensary

7.7.1 A Registered Marijuana Dispensary (RMD) is considered a non-profit facility or location that has been registered by the Massachusetts Department of Public Health, where medical marijuana is grown, processed and/or made available to a qualifying patient or a personal caregiver as determined by 105 CMR 725.000.

7.7.2 Spacing Requirements. A Registered Marijuana Dispensary shall not be sited within the distance of any uses in accordance with 105 CMR 725.110(A)(14).

7.7.3 Term. A Special Permit granted under this Section shall expire within two (2) years of the date of issuance of the Permit. Prior to the expiration of the Special Permit, the applicant shall make application to the Special Permit Granting Authority for renewal of the Special Permit for an additional two (2) year period. Said renewal shall not require the technical submissions of the original application, provided that conditions of the site and facility have not changed materially from the original application.

7.7.4 Transfer. In addition to the Term requirements specified under Section 7.7.3, a Special Permit granted under this Section shall have a term limited to the duration of the applicant’s ownership of the premises as a Registered Marijuana Dispensary. A Special Permit may be transferred only with the approval of the Special Permit Granting Authority in the form of a modification to the Special Permit with all information required per this Section 7.7, Section 10.4 and in any Rules and Regulations that have been adopted, per Section 7.7.5.

7.7.5 Further Criteria:

1. No permit shall be granted hereunder to any applicant, principal officer, agent, owner or manager of the Registered Marijuana Dispensary who has been convicted of a felony in the Commonwealth of Massachusetts. The application shall include proof of the foregoing, by sworn statement and including submission to a CORI from the Chief of Police for each of the aforementioned individuals. The Chief of Police shall report

to the SPGA prior to the close of the public hearing whether or not the applicant complies with this criteria.

2. In addition to the criteria and requirements set forth hereunder, the provisions of Section 10.4 shall apply to Special Permits filed under this Section 7.7”

The following action was taken:

Voted: Yes 133, No 18 (101 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Planning Board recommended. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 7 RE: ZONING BY-LAW AMENDMENTS.

To see if the Town will vote to amend the Town’s Zoning Bylaw, Section 7.9.3, Temporary Moratorium, by replacing the existing Temporary Moratorium expiration date as follows: (Strike out text represents deleted language and bold font represents proposed amendment.)

“The moratorium shall be in effect through ~~October 31, 2013~~ June 30, 2014.”

The following action was taken:

This article was withdrawn.

ARTICLE: 8 RE: ZONING BY-LAW AMENDMENTS

To see if the Town will vote to amend the Town’s Zoning Bylaw, Section 11.0, Definitions, by replacing the existing definition of Supermarket in its entirety and replacing with the following definition. Changes are in bold and strike-through font represents deletion.

~~Supermarket: A retail establishment or full service grocery store primarily selling food and grocery items which may provide multiple departments offering for sale unprepared foods such as, but not limited to, fresh meats, fresh poultry, fresh seafood, organic foods, bakery products that are baked on the premises, a fresh produce department and a deli department offering freshly prepared foods and counter service, which may contain a pharmacy and which may sell other merchandise such as convenience items, household supplies, hardware, and personal care and health products.~~

Supermarket: An establishment whose primary business is the sale of a general line of food such as fresh fruits and vegetable, fresh and prepared meats, fish and poultry, and canned, packaged and frozen foods, with none of the lines predominating. The floor area devoted to the sale and storage of food comprises a minimum of 75% of the gross floor area of the establishment, with a maximum of 25% of the gross floor area devoted to non-food items. For purposes of this definition, gross floor area shall include indoor and outdoor space utilized for retail display and sale of goods.

The following action was taken:

Voted: Yes 154, No 6 (107 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Planning Board recommended. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 9 RE: ZONING BY-LAW AMENDMENTS

To see if the Town will vote to amend the Town’s Zoning Bylaws as follows:

1. In the Section 3.1.2, Table A, Use Regulations, part 4, omit the use “Supermarket” and the designations which follow it.
2. In place thereof, Amend Table A – Use Regulations in Section 3.1.2 by adding the following
 - a. “Supermarket, up to 25,000 square feet Floor Area, Gross” in the Central Business District (CB), Business District (B), Industrial (I) District, and Health Care/Industrial District (HCI) would be an allowed or permitted use (“Y”); and
 - b. “Supermarket, greater than 25,000 square feet Floor Area, Gross and up to 65,000 square feet Floor Area, Gross” in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) would be allowed subject to Special Permit from the Planning Board (“PB”) but in the Central Business District (CB) would be changed to a prohibited use (“N”); and
 - c. “Supermarket, greater than 65,000 square feet Floor Area, Gross” in the Business District (B), Industrial (I) District and Health Care/Industrial District (HCI) would be changed to a prohibited use (“N”).

All as set forth below:

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Supermarket, up to 25,000 square feet Floor Area, Gross	N	N	N	Y	Y	Y	Y	N	N
Supermarket, greater than 25,000 square feet Floor Area, Gross and up to 65,000 square feet Floor Area, Gross	N	N	N	PB	N	PB	PB	N	N
Supermarket, greater than 65,000 square feet Floor Area, Gross	N	N	N	N	N	N	N	N	N

The following action was taken:

Voted: Yes 142, No 16 (105 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Planning Board recommended. The Finance Committee recommended .This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 10 RE: ZONING BY-LAW AMENDMENTS

To see if the Town will vote to amend the Town’s Zoning Bylaw’s by adding a new section 4.1.4 in Section 4.0 Dimensional Regulations:

“4.1.4. Total Gross Square Feet Threshold for Special Permit

1. On any Lot, any new building or combination of new buildings exceeding 25,000 (twenty-five thousand) “Total Gross Square Feet” as hereinafter defined, of space shall be required to obtain a Special Permit from the Planning Board in accordance with Section 10.4 herein.
2. “Total Gross Square Feet” shall mean the gross square feet of the building(s) that is measured from the exterior face of the outside wall to the exterior face of the opposite outside wall for length and width, times the number of habitable levels of space. The Total Gross Square Feet does not include attics with a ceiling height of less than 6’ or basements that are unfinished or uninhabitable. The Total Gross Square Feet shall include roof overhangs extending more than two feet from the exterior building wall, garages, carports, canopies, and other structures whether or not such garages, carports, canopies, or other structures are part of the building or combination of buildings.
3. This Section 4.1.4. shall not apply to Section 9.3.8. Table G. herein”

The following action was taken:

Voted: Yes 116, No 44 (107 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Planning Board recommended. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw.

ARTICLE: 11 RE: ZONING BY-LAW AMENDMENTS

To see if the Town will vote to amend the Town's Zoning Bylaw's by adding a new section 4.1.5 in Section 4.0 Dimensional Regulations:

4.1.5. Maximum Building Size Retail Business in all Districts

1. Notwithstanding Table B in Section 4.1.1. , Section 4.1.2. Building Coverage, Table G of Section 9.3.8. and Section 9.3.9 District Total, of these Zoning By-laws, in all zoning districts, no single retail business, whether located in a single building or combination of buildings, shall exceed 65,000 (sixty-five thousand) square feet of Gross Retail Area in the aggregate on a single and/or adjoining lot.
2. For the purpose of Section 4.1.5. the term Gross Retail Area shall include indoor and outdoor space utilized for retail display and sale of goods. The Gross Retail Area of adjacent stores shall be aggregated in cases (a) where the stores operate under common ownership or management; (b) are engaged in the selling of similar or related goods, wares or merchandise; (c) share checkout stands, a warehouse, or a distribution facility; or (d) otherwise operate as associated, integrated or co-operative business enterprises.
3. For purposes of this section, a "Wholesale Club" or similar use for which a majority of the customers make their purchases at the site shall be considered a retail use.
4. This Section 4.1.5. shall not apply to Section 9.3.8. Table G herein."

The following action was taken:

Voted: Yes 132, No 15 (98 needed for a 2/3 vote) that the Town accept the article as printed in the warrant. The Planning Board recommended. The Finance Committee recommended. This article was voted by a secret ballot as required per Town bylaw. Motion made and seconded to dissolve the November 4th 2013 Special Town Meeting at 8:42 p.m. Motion carried.

PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
MAYNARD PUBLIC LIBRARY - 77 Nason St.	FOWLER SCHOOL AUDIT. 3 Tiger Dr., Off Great Rd.	FOWLER SCHOOL AUDIT. 3 Tiger Dr., Off Great Rd.	MAYNARD PUBLIC LIBRARY - 77 Nason St.
Acton St. (#16,18,20,22,24,26, 30,38,50,62+66 thru 134)	Abbott Rd.	Arthur St. (Odd #s)	Acton Ct.
Amory Ave.	Allan Dr.	B St.	Acton St. (1thru 63 excluding 16,18,20,22,24,26,30,38,50,62)
Beacon St. (even #s)	Apple Ridge Rd.	Balcom Ln.	Amy Lynn Way
Blue Jay Way	Assabet St.	Bancroft St.	Arthur St. (Even #s)
Brigham St.	Beacon St. (odd #s)	Barilone Cir.	Bates Ave.
Brian Way	Bent Ave.	Burns Ct.	Bellevue Terr.
Brooks St.	Boeske Ave.	Carbone Cir.	Birch Terr.
Brown St. (#15,17,19,21,23,25, 33,37,39,43,47,49)	Burnside St.	Carriage Ln.	Brown St. (excluding 15,17,19,21,23, 25,33,37,39,43,47,49)
Charles St.	Chandler St. (#1)	Chance Farm Ln.	Butler Ave.
Concord St.(#1thru 44)	Church Ct.	Chandler St. (excl.#1)	Colbert Ave.
Dana Rd.	Cindy Ln.	Cutting Dr.	Conant St.
Dix Rd.	Dartmouth Ct.	Dartmouth St. (evens)	Concord St. (45 thru 125)
Durant Ave.	Dartmouth St. (odd #'s)	Demars St. (excluding #1)	Concord St. Cir.
Elm Ct.	Dewey St.	Dettling Rd.	Country Ln.
Euclid Ave.	Driscoll Ave.	Dineen Cir.	Crane Ave.
Everett St.	Elaine Ave.	Elmhurst Rd. (odds & #2)	Dawn Grv.
Florida Ct.	Elmhurst Rd. (even #s excl. #2)	Elmwood St. (excl.#4)	Dawn Rd.
Florida Rd. (excluding #2)	Elmwood St. (#4)	Fairfield St.	Deane St.
Garden Way	Espie Ave.	Field St.	Deer Path
George Rd.	Fletcher St.	Forest St.	Demars St. (#1)
Glendale St. (#1 thru 20)	Florida Rd. (#2 only)	Fowler St.	Douglas Ave.
Glenn Dr.	Front St.	Gabrielle Rd.	East St.
Guyard Rd.	Great Rd. (#1 thru 160 excluding odds #129 thru 159)	Garfield St. (#3,10,12,14)	Elm St.
Hazelwood Rd.	Harrison St.	Great Rd. (#161 thru 324 + odd #s only #129-159)	Ethelyn Cir.
Jethro St.	Harriman Ct.	Harrison St.	Fifth St.
Lincoln St.	Heights Ter.	Hayes St. (#9 thru #26)	First St.
Linden St.	High St.	Karlee Dr.	GarfieldAve.
Loring Ave.	Hillside St.	Kitty Cat Ln.	Garfield St. (Excl. #3,10,12,14)
Main St. (odd #s only #1 to 49 & 135)	Howard Rd.	Kristen Ln.	Glendale St. (#21 thru 63)
Maple Ct.	Howell Ct.	Lantern Ln.	Glennhill Ter.
Maple St.	Lovell Ct.	Little Rd.	Glenview Ter.
Marble Farm Rd.	Main St. (even #s only #2 to 48 and all #50 to 257)	Louise St.	Grant St.
Mayfield St.	Martin St.	Marlboro St.	Hayes St. (Excl. #9 thru #26)
Michael Rd.	Mill St.	Maybury Rd.	Haynes St.
Mockingbird Ln.	Newton Dr.	Meadow Ln.	Hird St.
Nancy Cir.	Oak St.	McKinley St.	King St.
Nason St.	O'Moore Ave.	North St.	Lewis St.
	Park St.	Oak Ridge Dr.	Lindberg St.
	Parker St. (#5,9,11,15,17, 19,21,23,25,27,29,31,33)	Old Marlboro Rd.	Marks Way
	Percival St.	Old Mill Rd. (#1 thru 36)	Noble Park
			Old Mill Rd. (37- thru 44)

PRECINCT 1

MAYNARD PUBLIC
LIBRARY - 77 Nason St.

Nick Ln.
Orchard Terr.
Orren St.
Patti Ln.
Paul Rd.
Randall Rd.
Reeves Rd.
Reo Rd.
Rice Rd.

Rickey Dr.
Rockland Ave.
Silver Hill Rd.
Summer St. (odd #s + #10
+ 42 thru 70)

Sunset Rd.
Whitney Ave.

PRECINCT 2

FWLER SCHOOL AUDIT.
3 Tiger Dr., Off Great Rd.

Pine St.
Pomciticut Ave.
Railroad St.
River St.
Riverbank Rd.
Riverside Park
Riverview Ave.
Sheridan Ave.
Sherman St.

Shore Ave.
Spring Ln.
Sudbury Ct.
Sherman St.
Shore Ave.

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

PRECINCT 3

FWLER SCHOOL AUDIT.
3 Tiger Dr., Off Great Rd.

Oscar's Way
Parker Place
Parker St. (excluding 4,5,
6,8,9,11,14,15,16,17,19,20,21,
23,25,27,28,29,30,31,33)
Roosevelt St.(excl.#2,4,6)
Sarah Ln.
School St.

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

Turner Rd.
Vose Hill Rd.
Walker St.
Walnut St. (Excl. 21,22,23,
26,28,30,32,34,36,38,40,
42,44)
Waltham St. (odds
excluding 5 thru 73)
Woodridge Rd.

PRECINCT 4

MAYNARD PUBLIC
LIBRARY - 77 Nason St.

Parker St.(#4,6, 8, 14,16,20,28,30)
Parmenter Ave.
Pinecrest Ter.
Pine Hill Rd.
Pleasant St.
Powder Mill Cir.
Powder Mill Rd.
Prospect St.
Roosevelt St. (#2,4,6)
Russell
Ave.
Second St.
Third St.
Tremont St.
Vernon St.
Walcott
Ave.
Walcott St.
Wall Ct.
Waltham St. (evens + including odds
7 thru 73)
Warren Ave.
Warren St.
West St.
Wilder St.
Windmill Dr.
Winthrop Ave.
Wood Ln.
Woodbine Ter.

REPORT OF THE BOARD OF REGISTRARS

To the Citizens of Maynard:

The Board of Registrars herewith submit their Annual Report for the year ending December 31, 2013.

The Annual Listing of Residents was conducted beginning January 1, 2013, 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 extra sessions of registration of voters prior to all Town Meetings and Elections, certified names on nomination papers and on absentee voters.

At the close of 2013, the number of registered voters was as follows:

PRECINCTS

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>Total</u>
DEMOCRATS	524	610	536	566	2236
REPUBLICANS	160	179	214	189	742
GREEN-RAINBOW	4	5	3	2	14
UNENROLLED	1048	988	965	977	3978
*LIBERTARIANS	7	5	4	12	28
*SOCIALIST	0	0	0	1	1
*AMERICAN INDEPENDENT	0	0	1	0	1
TOTAL	1743	1787	1723	1747	7000

*Political Designation: If you enroll in any Political Designation, you may not vote in any State or Presidential Primary.

The Board of Registrars would like to encourage residents of Maynard to register to vote. Your vote is important.

Voter Registration

In order to vote at town, state and national elections and to vote at town meetings, town residents must be registered voters. Voter registration is a simple and convenient process. However, there are some legal time constraints that must be observed.

1. Registration
Massachusetts official Mail-in Voter Registration Form.
 - * at your Town Clerk's Office
 - * at the Town Library
 - * at State agencies

2. Qualifications

To register you must:

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

3. Special Times of Registration Prior to Election

Additional special times of registration prior to elections and town meetings are established by State statute. The State statute also sets registration deadlines (closing) for elections and town meetings. Times of registration are posted.

If you have any questions regarding registration, please call
Michelle L. Sokolowski, Town Clerk at (978) 897-1300.

The Board of Registrars would like to thank the Board of Selectmen, Town Officials and Employees for their courtesy and cooperation throughout the year.

Respectfully submitted,

Michelle L. Sokolowski, Board of Registrars, Clerk
Madeline K. Lukashuk, Chairperson
Deborah Collins
C. David Hull

Annual Report for Calendar Year 2013

Town Administrator

I am very pleased to deliver my first Annual Report to the Town of Maynard, having been officially appointed as Town Administrator in August, 2013. I am honored and humbled to have been selected to serve the Town of Maynard in this capacity and I am thankful to the Board of Selectmen for entrusting me with this role. I would like to thank my predecessor former Town Administrator Michael Sullivan and wish him the best of luck in his position as South Hadley's Town Administrator.

The last couple of years have resulted in a fairly high turnover of personnel mainly due to retirements. However, the Town workforce has stabilized and continues to work on improved systems for better service delivery. In 2013, we welcomed several new employees including; DPW Director Chris Okafor, Town Planner Eric Smith and Town Accountant Michael Guzzo.

On the operational budget front, this Fiscal Year has been a challenge as will the next. Through the hard work and sacrifice of many departments we were able to successfully balance the budget. The Town has completed a successful conversion of the municipal Financial Software System. This is a significant undertaking and I thank the entire Finance Team and staff for their efforts and patience during this process. I am committed to continuing my effort to reduce the Town's cost structure, and will continue to expand the use of contracted/consolidated services whenever practical. Town and school officials continue to maintain a very positive and cooperative working relationship, and I look forward to enhancing collaborative efforts.

This has been a foundation year with respect to numerous projects. The newly constructed Maynard High School opened its doors on time for the start of the school year and under budget which is an unbelievable milestone. The Reo Road Park and Coolidge Community Park Renovations were completed and serve as a symbol of Maynard's commitment to investing in the community. The Glenwood Cemetery fence project was completed this year, with several additional projects being planned for the Cemetery in the upcoming year. Since being designated as a "Green Community" in 2011, Maynard continues its energy and conservation initiatives under the guidance of Facilities Manager Gregg Lefter. We installed a pair of electric vehicle charging stations adjacent to the downtown parking deck in the Summer Street parking lot. Use of the charging stations is currently free and available to all those visiting downtown Maynard. In addition, we upgraded the Fowler Middle School exterior pole lights and building wall packs to new LED lighting. Funding for the projects was obtained through the Green Communities Designation and Grant Program.

Work on Town buildings and public works infrastructure continues with a newly invested work order system, building assessments and maintenance oversight, on-call engineering services; as well as numerous roads, drainage, water and sewer improvements completed this year, with other projects scheduled for next year. Increasing the economic development of Maynard continued to be a major objective this year and will remain a top priority. Town Planner Eric Smith and I meet weekly to keep our attention focused on current redevelopment initiatives and potential opportunities to bring new business to Town.

I want to thank the Board of Selectmen, the department heads as well as the Town employees and volunteers for their helpfulness and cooperation throughout the year. I am particularly indebted to

Administrative Assistants' Stephanie Duggan and Becky Mosca for all their hard work in the Town Administrator's Office and Board of Selectmen Office.

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,

Kevin A. Sweet
Town Administrator

Annual Report for Calendar Year 2013 Office of Municipal Services

Administrative

Assistant Town Administrator / Executive Director's Report

On behalf of the Office of Municipal Services, I am pleased to submit the following comprehensive Annual Report for calendar year 2013. The Office of Municipal Services manages and operates the planning, economic development and regulatory service functions of the Town. The Office is a customer-service department oriented to the review and inspection process that provides for the necessary public health, safety, environmental and community concerns in an efficient, effective, timely and cost efficient manner. Municipal Services integrates the following different regulatory divisions: Public Health, Building & Inspections, Planning & Zoning, Conservation and Licensing. In July 2012, these separate departments were merged into one office which has been focused to better serve the citizens, business permit holders and contractors by enhancing the management and communication ability among all of these entities. Staff provides support to the Town's regulatory boards and commissions respectively: the [Board of Health](#), [Planning Board](#), Zoning Board of Appeals, [Conservation Commission](#) and Local Licensing Authority.

We continue to receive positive feedback from those we have served with this new setup. We have made great strides in establishing a comprehensive record management system for the Department. Although we are excited about implementing an electronic permitting and inspection system that will be cross functional and improve customer service. There are many benefits to such a system including: streamlining the permit issuance process, applying and paying for permits online, code enforcement and overall document management.

As we move forward, we will continue to ensure that those who need to do business with the Office receive prompt, courteous, and knowledgeable customer service. We will continue to strive to maintain the core services that our residents and businesses expect while considering new initiatives that improve current practices.

Lastly, I would like to thank all of our dedicated employees for their hard work. We are fortunate to have an outstanding staff of professionals to support our work.

Respectfully submitted:

Kevin Sweet
Town Administrator

Building and Inspections Division

1. Building Commissioner's Report

Residential construction activity has continued to be very strong. A total of 22 new dwelling permits were issued during the year, 5 of these units are a multi-family structure on Pine Street. Commercial activity continues to struggle in the area. Although not as robust as 2012, Value of Construction in 2013 was up 9.4% from the average of the previous 8 years. Fees collected were up 15.5% and number of Permits up 5.9% for the same period. Significant milestones for the year include the Certification of the new High School for use and the demolition of the old High School. 10-20 Main Street was also demolished in preparation for a 4 story mixed-use apartment building. 713 inspections were performed in 2013.

Annual Report of Building Permits by Type of Construction 2013

Type of Construction	Permits	Construction Value	Fees
New Dwellings	17	\$4,406,299.00	\$47,156.00
Residential Additions	10	\$594,497.00	\$6,854.00
Residential Alterations/Repairs	81	\$1,498,319.00	\$17,763.00
New Decks	18	\$178,550.00	\$1,361.00
Detached Accessory Structures	3	\$21,500.00	\$286.00
Re-Roof, Siding and/or Windows	135	\$1,125,972.00	\$13,979.00
Swimming Pools	5	\$30,000.00	\$350.00
Wood/Pellet Stoves	11	n/a	\$385.00
Sheet Metal	11	\$73,815.00	\$961.00
Temporary Tents	2	n/a	\$70.00
Signs	2	\$6,400.00	\$250.00
Commercial Alterations/Repairs	20	\$381,750.00	\$4,512.00
Commercial New Buildings	2	\$625,244.00	\$7,653.00
Solar Panels	8	\$210,176.00	\$2,253.00
Demolition	5	n/a	\$570.00
Foundation Only	2	\$91,800.00	\$1,088.00
Town Property	2	\$16,850.00	waived
Total 2013	334	\$9,261,172.00	\$105,491.00

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

Respectfully Submitted by Richard A. Asmann, Building Commissioner

2. Plumbing & Gas Inspector's Report

As the Gas and Plumbing Inspector, I am grateful to the Board of Selectmen for affording me the opportunity to serve the Town in this role. Both residential and commercial permit applications continued to steadily flow in throughout 2013. Inspections at the new High School were completed in August and the building was approved for student use in time for the August student arrivals. Our permit fees were brought in line with surrounding towns and were approved by the Board of Selectmen and became effective on July 1st. We continue to receive positive feedback on the streamlined permitting and inspection process. I look forward to the department's continued success in 2014.

Respectfully Submitted by: Adam Sahlberg, Plumbing and Gas Inspector

3. Inspector of Wires' Report

I would like to thank the Board of Selectman and the residence of the town again for the opportunity to serve the Town as the Inspector of Wires. Over the past year, things have slowed down in the building community where most of the permits filed were for residential electrical alterations. Inspections at the new High School project were completed in time for the students' arrival in August, and the installation of the Solar Farm at the site of the old landfill is complete and online. I am looking forward to working on the rebuild project at 10-14 Main Street. I would also like to thank the staff of the new Municipal Services Department for their continued support, and I look forward to working with them in the year to come.

Respectfully Submitted by: Peter Morrison, Inspector of Wires

4. Sealer of Weights and Measures Report

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), scales, and taxi meters. The Sealer has state certified weights and fuel testing devices for use in carrying out these inspections. The Sealer 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.

The Town is currently looking to fill this recently vacated position.

Planning and Zoning Division

In July 2013, I was hired as Maynard's first Full-Time Town Planner. It is an honor to have been appointed by the Board of Selectmen in this role. Over the past six months I have enjoyed meeting and working with the citizens of the Town of Maynard and look forward to continuing to build on these relationships in 2014. To follow is the submission of my first Annual Report on behalf of the Maynard Planning Board and Maynard Board of Appeals.

1. Planning

The Planning Board Members included Chairman Bernard Cahill (Chairmanship began in July 2013), Vice Chairman Max Lamson (Chair up until July 2013), Greg Tuzzolo, Kevin Calzia, Jason Kreil, and Charles Shea.

The Board welcomed Greg Tuzzolo and Charles Shea as new members in 2013. Greg Tuzzolo initially started as an Associate Member in April and then was appointed as a full-time member in July. Also in July, Charles Shea was appointed as a full-time member and Jason was appointed to fulfill the Associate Member position. Charles Shea was nominated by the Planning Board to serve as the Board's Representative to the Community Preservation Committee. Bernard Cahill was nominated by the Board to serve as the Board's Representative to the 129 Parker Street Ad Hoc Committee.

On March 12th, the Planning Board voted a Special Permit to approve the allowance of the continued and expansion of the Jimmy's Garage at 170 Main Street. On June 11th, the Planning Board then voted to approve a Special Permit to allow the construction of a multi-family dwelling at 213 Main Street, although this decision has been appealed by property abutters and, as of the end of 2013, that matter is tied up in the courts.

In the spring months, the Planning Board held a series of meetings and public hearings related to the 129 Parker Street proposed Concept Plan and Neighborhood Business Overlay District (NBOD) zoning bylaw amendments that were submitted by Capital Group Properties. The NBOD zoning bylaw amendments were ultimately rejected by Town Meeting Voters at a Special Town Meeting held May 19th. Subsequently to this Town Meeting, the 129 Parker Street property planning process was reset with the hiring of Planning Consultant, Angus Jennings, and the new full-time Town Planner, Eric R. Smith. Two well-attended Visioning Sessions were held during August and September. The Visioning Sessions allowed Maynard residents to provide their input on desired uses, scale and design for the site. Subsequent to the Visioning Session, the Board of Selectmen appointed a seven-member 129 Parker Street Ad Hoc Committee, which began its work in November. The goal of the Committee is to develop a preliminary vision/concept plan for the site and the Planning Board expects to begin formal review on any new Concept Plan and proposed Zoning Bylaw Amendments in early 2014 to be submitted by Capital Group Properties.

The Planning Board held a series of public hearings for proposed zoning bylaw amendments related to definition of "supermarket" and medical marijuana. For the supermarket definitions, the Planning Board ultimately decided on a new definition that defines a supermarket by having at least 75% of its square-footage devoted to food items. The Board also decided to have a tiered approach to allowing the use of supermarket in the Town's different commercial and industrial zones. During the Public Hearing process for the supermarket definition and use, the Board decided to propose two additional land use tools to control the scale of commercial buildings in Maynard. The first was a proposed zoning bylaw to

allow all new buildings that total 25,000 square feet or greater to require a Planning Board Special Permit. The second was a proposed Bylaw that would cap retail buildings sizes at 65,000 square feet. All of these various Zoning Bylaw amendments were approved by Town Meeting Voters at the November 4, 2013 Special Town Meeting and approved by the Massachusetts Attorney General on December 13, 2013.

For medical marijuana, the Board had first initiated a Temporary Moratorium which was approved by Town Meeting Voters at the May 20, 2013 Annual Town Meeting. Town Meeting Voters did approve the Temporary Moratorium, although the Voters amended the Planning Board's proposal and granted a six -month moratorium. The Planning Board then went to work on development of a Registered Marijuana Dispensary (RMD) Bylaw, which provides that such use is to be allowed only by Planning Board Special Permit and to be located in the Town's Business, Industrial and Health Care/Industrial zoning district. Town Meeting Voters did approved the RMD Bylaw

On August 27, 2013, the Planning Board approved a Sign Special Permit for the Fine Arts Theatre Building. This approval allowed for the reconstruction and reinstallation of the existing "Fine Arts" Theatre sign and installation of a new "Theatre Place" sign.

The Planning Board on November 26, 2013, after 6 weeks of review, approved with findings and comments a four-lot Preliminary Plan subdivision for the 129 Parker Street property.

The Planning Board on December 10, 2013, after 5 months of review, approved with conditions, a five-lot Definitive Plan Subdivision that involves an extension to the existing dead-end Fowler Street. Also on December 10, 2013, the Planning Board approved a Special Permit to allow the opening of a Fast-Food Restaurant to be known as Theatre Pizza at 17 Summer Street, which is located in the right-side of the Fine Arts Theatre Building.

The Planning Board meets on the 2nd and 4th Tuesday's of the month starting at 7:00p.m. and they encourage resident participation at their meetings. The Planning Board wishes to thank all town officials, other board and committees for their support during 2013.

Respectively submitted by: Eric R. Smith, AICP, Town Planner

2. Zoning

The Zoning Board of Appeals was served by the following members during 2013:Paul Sheiner, Chair; Marilyn Messenger; Leslie Bryant, Christopher Etchecury and Carlos Perez. The Board welcomes Christopher and Carlos to the Board in March 2013. The Board would also like to thank Leslie Bryant who served on the Board for her nineteenth year; continuing to serve as an Associate member.

The Zoning Board of Appeals meets monthly as filings for either a variances, special permits or appeals of a Building Commissioner's decisions dictate. Most cases are heard, as presented by the Petitioner, and decided at the initial public hearing while some cases are continued to another public hearing to allow members to view the property or to give the Petitioner sufficient time to submit more specific information. During 2013, the Board heard seven special permit and three variances in addition to one appeal of a Building Commissioner's decision. A second Building Commissioner's decision appeal was filed in December 2013 with the hearing scheduled for January 2014. The decisions included approving an accessory family dwelling unit special permit and a Variance for 16 Boeske Avenue, approving a special permit for an expansion of the non-conforming structure known as Jimmy's Garage at 170 Main Street, approving a variance request for 175-77 Main Street to allow the property owner to demerge the

vacant lot adjacent to Quarterdeck Seafood to legally sell that vacant lot for a buildable commercial lot. The Zoning Board of Appeals wishes to thank all town officials, other board and committees for their support during 2013.

Respectively submitted by: Eric R. Smith, AICP, Town Planner

Licensing Division

The Office of Municipal Services oversees all licensing administrative functions on behalf of the Board of Selectmen as the Local Licensing Authority. Licenses include: Liquor, Common Victualler, Entertainment, Auto Amusement, Class II Used Auto Dealer, Taxicab/Livery, Rooming House, Junk Dealer, and Pool Tables/Billiards. All January 1st license renewals are distributed as part of a combined mailing, together with all January 1st Board of Health renewals. This process provides a streamlined “one-stop shop” for all our annual license holders. Due to the state-approval process and deadlines, Liquor License renewal packets are mailed separately and at an earlier date along with Annual Building Inspection Applications. In accordance with state statutes on liquor licenses per capita, the Town is currently operating at its license quota.

Conservation Division

The Town of Maynard Conservation Commission was established in 1967 and has been active in land and water resource preservation ever since. Commission responsibilities include: the preservation, enhancement, and stewardship of open space, administration of the local wetland and stormwater management bylaws, public education, and participation in educational workshops and seminars.

In 2013, the Commission issued three Orders of Conditions and one Order of Resource Area Determination, granted four Certificates of Compliance, and made three determinations in response to Request for Determinations of Applicability. One Notice of Intent Application and two Abbreviated Notice of Resource Area Determinations submitted in 2013 are currently under review awaiting Commission approval. The Commission reviewed and approved two stormwater management projects under the Stormwater Management Bylaw. In addition, the Commission issued two enforcement orders and two violations. Throughout the year, the Commission tracked the progress of several ongoing enforcement orders, provided oversight to construction activities at the new high school, addressed complaints regarding possible wetland violations, and provided site plan review comments to the Planning Board.

During 2013, the Commission held 25 regular meetings and one joint meeting with the Planning Board. These meeting minutes and current agendas are available for viewing on the Town’s website (<http://www.townofmaynardma.gov/municipalservices/conservation/>). Commission members participate in other related organizations. M. John Dwyer, in addition to serving on the SuAsCo CISMA Steering Committee, chairs the CISMA Education and Outreach subcommittee and he serves as the Commission’s representative to the Community Preservation Committee. The Commission and agent regularly attend DEP sponsored workshops and other training sessions sponsored by Massachusetts Association of Conservation Commissions and the Massachusetts Society of Municipal Conservation Professionals. Carolyn O’Connell joined the Commission as an Associate Member and is leading the effort to prepare Stormwater Management Bylaw regulations.

The Conservation Commission manages over 200 acres of open space land and maintains walking trails on nine parcels. An updated trail map is available at the Commission office, located in the basement of Town Hall and on the Town's website. The Conservation Commission welcomes citizens to volunteer to help with maintaining these public trails and clear invasive vegetation. Please contact the Conservation Commission office at 978-897-1360 for volunteer activities. The Conservation Agent, Linda Hansen can be contacted with any questions or concerns by calling the above number or via email at ConsCom@townofmaynard.net.

Respectfully Submitted,

Linda Hansen (agent)
M. John Dwyer

Fred King (chairman)
John Thomas, Jr.

Peter Keenan
Jessica Pfeifer

Public Health Division

The Town of Maynard is served by the following Board of Health members and staff: Ronald Cassidy (Chairman), Kathy McMillan (Member), Lisa Thuot (Clerk), Kevin Sweet (Executive Director), Kelly Pawluczzonek (Health Agent), Stephanie Duggan (Administrative Assistant/MRC Coordinator), and Beth Grossman (Food Inspector).

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. Ronald Cassidy continued to serve as Chairman throughout 2012/2013. The Board officially welcomed its newest member, Kathy McMillan in 2013 – she has proven to be a valuable asset to the team.

1. Landfill Monitoring

The Board's engineering firm, Environmental Compliance Service, Inc. (ECS) continued to provide mandated landfill gas monitoring on a quarterly basis. Landfill groundwater and surface water sampling was conducted bi-annually, and monitoring reports were prepared on behalf of the Town and submitted to the MA Department of Environmental Protection.

2. Sharps Collection

The Board of Health sharps disposal program has been extremely successful. Many residents have been taking 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 the main lobby of Town Hall and is provided as a convenience to residents of Maynard.

3. 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 Corp/Medical Reserve Corp (MCC/MRC). The Health Director represents Maynard on the Region 4A Public Health Emergency Preparedness Coalition, serving as Vice-Chairman of the Region, consisting of 34 communities.

MCC/MRC

The **Maynard Citizens Corps/Medical Reserve Corps (MCC/MRC)** functions on behalf of the Town under an All-Hazards approach and reports to and coordinates through the Board of Health. These volunteers are a vital piece of the Town’s emergency response capabilities.

A total of 7 residents serve as appointed members of the MCC/MRC Executive Board and have made significant contributions this year. John Flood and newcomer, Mary-Ellen Quintal, were designated as Co-Chairs of the MCC/MRC and will continue to serve in this role until April 2015, replacing Deborah Roussell and Kathy McMillan who are stepping down after serving a two-year term. The Board would like to wish Derek Michaels the best of luck in his future career plans – we are thankful for his years of commitment and hard work serving on the Executive Board.

The MCC/MRC Board has worked hard to oversee the many accomplishments of the MCC/MRC in 2013:

- Revisited the viability of the Region 4A MA Responds system for automated background checks and license/certification/training verifications, and providing a streamlined, centralized method of new volunteer registration, mission planning, and improved communication with current volunteers. Taking into account that email addresses are not verified received within the system, it was decided that Outlook email blasts are a better solution to the volunteer communication piece, rather than relying on the MA Responds system.
- Provided/Attended training opportunities through the American Red Cross, MA Emergency Management Agency (MEMA), and other state agencies.
- Continued an e-mail-based newsletter distribution system for seasonally-focused newsletters (i.e. power outages, influenza, hypothermia, etc.).
- Participated in Town events to share emergency preparedness information as well as to staff First Aid stations, including Maynard Fest, Relay for Life, the Maynard Road Race, and the library’s Truck Day festivities with a very popular and highly-successful, educational “Boo-Boo- Brigade” tent.
- Provided volunteer recruitment opportunities at community events and through various news media.
- Continued to plan for improvement and training for Sheltering.

<i>Compliance rate for 2013</i>	100%
Non-compliance rate for 2013	0 %

Retailer Inspections:

Number of Inspections	2 full
Number of Stores Inspected	30
Number of Violations	2
Number of Warnings	2

(Violations: 2 missing required signs. No re-inspections were necessary to bring all locations into compliance. Sign violations corrected on spot and DOR Permit was faxed.)

Merchant Education packets and Under 27 materials were delivered to each merchant to assist in training their employees not to sell to minors. All stores accepted Merchant Education Packets and 7 stores are using the optional Under 27 materials. Mike’s Liquors had a change of ownership.

Smoke-Free Workplace Law or Secondhand smoke Inspections:

Number of Inspections	1
Number of Violations	0
Number of Warnings	0
Number of Fines	0
Amount of Fines	0

*These inspections are conducted on a complaint basis - One complaint at One Clock Tower regarding outdoor smoking migrating back into to building.

Other:

The Maynard Board of Health updated Youth Access regulations that updated out of date language and now regulates Nicotine Delivery Devices like tobacco. These regulation changes went into effect for January 1, 2013.

All tobacco retailers were in compliance with Federal inspections according to FDA Website. A pricing survey on tobacco products was conducted in all tobacco retail stores. This pricing survey focused on 6 brand specific products.

Contracted Services

Nursing Contracts: At the time of discharge from Emerson Hospital, Emerson Homecare in Concord provides skilled-care nursing services to elderly patients from Maynard, conducts all of our epidemiological investigations, and staffs our senior health clinics. During the fall flu clinics for the seniors and Town employees, EHC Nurses administered a reduced number of flu shots due to additional and earlier clinics run by the MCC/MRC and the local pharmacies.

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, replacing the previous fax procedure. Not only does this paperless system allow for faster response time and follow-up measures, but it also provides a centralized, comprehensive database for epidemiological incidents for the 293 cities/towns currently within the network.

Mental Health: The BOH contracts with Eliot Community Human Services Inc. of Concord to provide Maynard residents with critical, affordable, and accessible mental health services. Town funding allows the clinic to offer residents options in the event of a financial hardship or non-reimbursable support. In 2013, a total of 266 children, adolescents, adults, elders and families from Maynard received service, representing a 11% increase from last year. Additionally, 59% of clients were seen by one of the Eliot Psychiatrists for the purpose of prescription/medication evaluation and monitoring which speaks to the severity and complexity of the individuals they serve. Supplementary services include telephone/crisis intervention, 24-hour emergency coverage, telephone support to family members, case coordination with schools, doctors, hospitals, police, and housing authorities, assistance obtaining entitlements (i.e. social security, transportation, food stamps), and assistance with medications (i.e. injection clinic, paperwork, and lab review). Support from Maynard is an invaluable resource to help Eliot Community Human Services continue their current level of service.

East Middlesex Mosquito Control Program (EMMCP): The East Middlesex Mosquito Control Project conducts a program in Maynard consisting of mosquito surveillance, larval mosquito control and public education.

Relatively dry spring conditions for the second consecutive spring resulted in below average mosquito populations from late May through most of June. Flooding rains during June produced an emergence of floodwater mosquitoes that resulted in high levels of mosquito activity through early August. Although the mosquito-borne disease risk declined from the previous year, there were eight Massachusetts residents in 2013 who contracted West Nile Virus and one resident who contracted EEE.

The adult mosquito surveillance program monitored mosquitoes from 5 Maynard trap collections during the season. During the summer, 4 batches of Maynard mosquitoes were sent to the Mass. Dept. of Public Health to be tested for EEE and West Nile Virus. A batch is comprised of up to 50 mosquitoes of the same species from a survey trap. In early August a batch of mosquitoes from Maynard tested positive for West Nile Virus.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis* var. *israelensis* (Bti) and *Bacillus sphaericus*, which are classified by the EPA as relatively non-toxic. In April, a helicopter was used to apply Bti to 98 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 10 wetland acres when high densities of mosquito larvae were found in stagnant water. In August, packets of *Bacillus sphaericus* were applied to 927 catch basins.

The Project'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 www.sudbury.ma.us/services/health/emmcp/ provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted by: Stephanie Duggan, Administrative Assistant

Annual Statistical Summary of Routine Work: 2013

License and Permits (BOH)

Food Service (Full, Retail)	54
Temporary/Seasonal Food	7
Catering	7
Fraternal Clubs	5
Church Kitchens	4
Mobile Foods	2
School Kitchens	3
Residential Kitchens	2
Food Pantry	2
Frozen Dessert Manufacturing	3
Funeral Directors	1
Swimming Pools	3
Tanning Salon	1
Solid Waste Haulers	13
Septic Haulers	6

License and Permits (BOS)

Liquor – Full Restaurant	10
Liquor – Wine & Malt Restaurant	5
Liquor – Pkg Store Full Retail	3
Liquor – Pkg Store W & M	4
Liquor – Club	5
Liquor – Carry-In Alcohol	2
Liquor – One-Day Alcohol	7
Common Victualler	36
Entertainment	26
Auto Amusement	4
Used Auto Class II	12
Junk Dealers	3
Pool Tables/Billiards	6
Rooming House	3
Taxicab/Livery	1

Food Program

Food Inspections/Re-Insp.	257
Hearings	1
Plan Reviews/Pre-Opening	2
Change of Owner Mtgs.	1
Complaints	6
New Establishments	1
Closings	2

Tobacco Control Program:

Permitted Merchants (yearend)	15
Rounds of Inspection	1
Total Smoke-Free Inspections	1
Total Number of Inspections	46
Total Number of Violations	2

Inspections/Investigations

Housing Inspections	32
State Housing Inspections	1
Rooming House Inspections	2
Septic Abandonment	0
Septic Repair	1
Pools	3
Tanning Salon	1

Mosquito Control Program

Larvicide Application	
Aerial (acres)	98
Ground Locations (acres)	10
Mosquito Traps	
Sites	5
Nights of Testing	5
Catch Basins Treated	927

Permits (Building/Inspections Division)

Building (see report)	414
Electrical – R	192
Electrical – C	35
Plumbing – R	178
Plumbing – C	6
Gas – R	192
Gas – C	4

Communicable Disease Cases:

Tuberculosis	0
Lyme Disease	3
Vericella (Chicken Pox)	0
Hepatitis (A, B & C)	3
Giardiasis	1
Legionellosis	2
Salmonellosis	3
Shingellosis	1
Influenza	12

**Annual Report for Calendar Year 2013
Council on Aging (COA)**

Clock Tower Place, Building 7, Suite 180 Office Hours: 9:00 AM – 1:30 PM, Mon.–Fri. Closed on
Town Holidays.

Business Telephone: 978-897-1009 Van Dispatch Telephone: 978-897-1032

Council Members

Thomas P. Papson, Chairman
Alfred T. Whitney, Jr., Treasurer
Richard Gross, Vice Chairman*
Ben Iannarelli, Member and Delegate to Minuteman Senior Services
Ellen Waldron, Secretary*
Nancy Hatch*
Judy Peterson*
Rosalie Poitras*

* resigned during Fiscal 2013 and 2014.

OFFICE STAFF:

COA Director - Marcia Curren Clerk/Dispatcher - C. David Hull
Van Drive - Janine Parker Temporary Alternate Van Driver - Bruce Whitney.

The Council on Aging provides the following services to seniors and disabled non-seniors of Maynard. We are a member of the Minuteman Senior Services Group which is composed of 16 communities. Our membership allows Maynard to access social services outside the scope of the COA. These services include the Meals-on-Wheels Program and Case Worker assistance.

COA VAN SERVICE provides transportation for Maynard seniors and disabled non-seniors to medical, dental, other health care programs, Elder Day Care, food shopping, nutrition programs, educational and recreational programs and voting in Maynard, Concord, Acton, Stow and parts of Sudbury. (\$1 suggested donation per ride.)

Passenger miles: 22,029 Passenger trips: 6,338

SENIOR CENTER at Clock Tower Place: Daily Monday – Friday, 9:00 AM to 1:30 PM, except Town Holidays. Activities include: conversation, computers, card games, crafts, exercise equipment, weekly piano music and sing-along, chair exercises, monthly visits by our State Representative, informational programs and speakers. Mr. Roy Helander, Music Director Emeritus of the Union Congregation Church, provides piano lessons at the Center on Monday and some Tuesdays mornings at no charge to seniors. Call the office for more information. The COA thanks Wellesley Management/Clock Tower Place for their generous donation of the COA venue to the Seniors of Maynard.

TELEPHONE CALLS RECEIVED/MADE: 6,064

VISITS:

Senior Center 1,305

Drop In 788

Line Dance attendance 72

Office visits for social services and advice 179

DURABLE GOODS: (canes, crutches, tubs seats, walkers, etc.) Donations are received and equipment is loaned. When necessary, pick-up and delivery can be provided.

FUEL ASSISTANCE In-take Site for South Middlesex Opportunity Council (SMOC): The COA office assists in the application process for SMOC. Interviews are conducted and packages are prepared and mailed, as requested. This service is open to all qualifying Maynard residents. We assist 50 families each year.

SNAP PROGRAM (Supplemental Nutrition Assistance Program of the US Dept. of Agriculture): Assistance is provided to seniors in preparing applications under the Accelerated Simplified Program for seniors.

SHINE COUNSELOR: (A volunteer from Minuteman Senior Services) **Note:** During 2013, our much appreciated SHINE COUNSELOR moved to Canada. We are grateful to Gila M. for all the hours she spend assisting Maynard Seniors. Maynard continues to enjoy SHINE Services through Minuteman Senior Services Office. COA manages intake telephone calls, information, and referrals; coordinating the activities with the SHINE COUNSELOR at the Minuteman Senior Services Office.

SENIOR FLU VACCINE CLINIC: A Flu Clinic is coordinated with the Maynard Board of Health. Senior volunteers provide assistance at the clinic.

SENIOR TAX WORK OFF PROGRAM: This program is managed and coordinated by the COA office. There are several openings in this program.

AARP TAX AIDE PROGRAM: Each year the COA provides information and referral to this program from February - April 15th.

REFERRALS TO LOCAL CHARITIES: Referrals include the Salvation Army, Society of St. Vincent DePaul of St. Bridget Parish in Maynard and Friends in Need.

Activities Supported Entirely by a Fiscal Year Formula Grant provided by the Massachusetts Executive Office of Elder Affairs

- **SENIOR CENTER, Clock Tower Place** Light refreshments are available on Fridays. Paper goods, office supplies and the FAX machine are available.
- **DROP-IN CENTER at the Congregational Church:** Every Tuesday morning from 8:00 AM – 12:30 PM weekly activities (parties, games, music, socialization, guest speakers, entertainment and nutritious catered luncheons) are provided. A \$2.00 voluntary donation for the luncheon is requested.

- **LINE DANCE PROGRAM:** Weekly classes October - April/May. Lessons are held at the Concord Street Circle, Common Room, on Thursday afternoons. Lessons for beginners from 1:30 PM to 2:00 PM, followed by a lesson from 2:00 PM to 3:00 PM for more experienced dancers. Everyone is welcome to join either group.

Respectfully submitted,

Marcia Curren, Director
mcurren@townofmaynard.net

Report of the Librarian

Library Staff: During 2013, library staff included: Stephen Weiner, Carol Akillian-Casey, Cynthia Howe, Mark Malcolm, Dennis Morrissey, Jeremy Robichaud, and Karen Weir. Our part time circulation staff included: Maureen Berry, Grace Doyle, Daniel Giger, Philip Peacock, Indie Rao, Emily Thayer, Stephanie Wasiuk, Emily Doucette, and Dorothy Flood-Granat. Our part time circulation staff generally works a few hours a week.

Board of Trustees: The Board of Library Trustees consisted of Patricia Chambers (Chair) Elizabeth Binstock (Secretary) and Frank Hill Jr. (Member at Large).

Library Volunteers: The library volunteers included Janet Brayden, Susan Gerroir, Marilyn Hanson, Connie Keenan, Karen Lund, and Deborah Fink. The library's summer reading program volunteers included: Grace Wilson, Grace Doyle, Bridget Reilly, Helen Gerondeau, Emily Thayer, Brittney O'Neil, Anjali Rao, Maura Campbell, and Addie Cotter.

Friends of the Maynard Public Library: The Friends of the Maynard Public Library provide support in terms of funding for programs as well as presenting and funding programs and services themselves. This is an outstanding addition to the library program. The Friends Board consists of: Sally Thurston, President, Jan Rosenberg, Vice President, Dennis Morrissey, Treasurer, Paula Goldman, Secretary and Greta Friel, Membership Coordinator.

Building and Grounds: The building and grounds were maintained. The light relay panel was replaced as per warranty.

Library Awards: The library received \$11,314 dollars in an annual award from the Massachusetts Board of Library Commissioners, a governmental organization. We received \$500 dollars from the Massachusetts Cultural Council. In addition, the library received another state award for \$9,800 dollars and \$11,183 dollars from the Friends of the Maynard Public Library. We also spent \$7,068 from the Library's Gift account; bringing our total expenditures outside of the Town appropriation to \$39,865.

Library Circulation: In 2013, the library circulated 89,199 books. 5,465 audio books went out, and 3,198 books went out through the "Overdrive" (downloadable) book program. We lent out 22,506 DVDs and 7,625 CDs. 1,260 items went out through the "Freegal" (downloadable music) program and 846 museum passes went out. In addition, we borrowed 21,305 items from other libraries for our patrons to use, and we lent out 26,589 items for patrons of other libraries to borrow. We also discharged 101,059 books, registered 444 new library patrons, and had 19,281 computer users. Our total circulation was 279,562, or approximately 27 items per Maynard resident.

Programs: The library sponsored approximately 1 program every other day during the year, for a total of 175 programs in 289 days. These were children's programs, literary programs, and educational programs. Programs that were particularly well attended included The Maynard Book Festival in April, the Summer Concert in August, and the Summer Reading Program. A total of 7,244 library patrons attended 175 programs held throughout the year.

Meeting Room Use and Elections: Four elections were held in 2013, and 1,717 people voted. These were dual elections, so many of those people voted twice. 343 meetings were held in the library, drawing 11,115 attendants. These meetings ranged from people availing themselves to the Tax help program to the Cub Scout Leadership Council to Condo Associations and many more.

Attendance: Total library attendance was 20,076, an increase over the previous year. That means that as many as approximately twice Maynard's population went to the library to attend a program, go to a meeting, or vote. This number doesn't include the tens of thousands who borrowed an item from the library.

Days Open and Library Hours: The library was open 289 days in 2013, and 43 hours per week, including three evenings after 5 PM. These hours were Monday, Friday, and Saturday, 10 AM-5 PM, Tuesday and Thursday, 2 PM-9 PM, and Wednesday, 10 AM-6 PM. The library was closed on Saturdays in the summer while school was out of session.

New Programs: As with years past, we added new programs in 2013. This year, we focused on technology, offering workshops on Google and other online services, as well as issues resolving computer problems. In addition, the library now offers Freegal, a downloadable music program for patrons to use and Ancestry.com.

In Closing: I would like to thank all the people who have supported the library in 2013. This includes volunteers and patrons who donated to the Gift Fund, and it also includes all Town officials, particularly Town Administrator Kevin Sweet and Facilities Manager Gregg Lefter. I'd like to especially thank outgoing Trustee Frank Hill Jr., for his years of service, as well as Board members Patricia Chambers and Betsy Binstock, and finally, the library staff, who strive each day to set a new standard in public service.

Respectfully submitted,

Stephen Weiner, Library Director

Maynard Veteran's Services Annual Report 2013

Agent's Report

To the Honorable Board of Selectmen, Town Administrator, and the Veteran Community of Maynard, this report is submitted for the year ending 2013.

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 Veteran's Agent is responsible for determining the eligibility of all cases processed through this office. The Agent conducts interviews, establishes approvals, and conducts follow-ups 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 Services 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 Veterans Services), and prepares appeal cases to the VA Board of Veteran's Appeals on behalf of veterans. 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 remained essentially the same as in 2012 because the number of qualified veterans seeking Chapter 115 benefits remained at the same level as in 2012.

Office

The Veteran's Office relocated to the basement level of the Maynard Town Hall. The office is currently staffed one day a week - Tuesdays from 6 – 8PM. Additional hours are available Monday through Saturday by appointment.

Legislation

During the past year, the Federal Government passed legislation, which the President signed into law, granting all eligible veterans and their dependents a 1.0% Cost of Living Allowance (COLA) increase. This was the third COLA increase for eligible veterans and their dependents in the past two years.

Salute

In 2013, the Town of Maynard was designated as a Purple Heart Community by the Order of the Maynard Town Council, the Purple Heart Society and the State Legislator. This honor recognizes all veterans from Maynard who received the Purple Heart Medal for wounds received in combat against

hostile forces. Being recognized as a Purple Heart Community is a great honor for the Town and its veterans who received the Purple Heart Medal. Salute!

2nd Salute

It has been my honor to be the Commander of Disabled American Veterans (DAV) Chapter 82 for 2013. DAV Chapter 82 has done a tremendous amount of fund raising and volunteer work for local veterans and for that they should be commended. In 2013, the Chapter raised just over \$10,000 during the annual "Forget-Me Not" campaign and the citizens of Maynard contributed significantly to this fund raising event. Many of you donated to our members standing outside in the summer heat. There is something special about individuals that donate to others, especially our veterans, during these challenging economic times. Thank you to the residents of Maynard for your continued generosity to our Disabled Veterans. One hundred percent (100%) of your donations went to local Disabled Veterans, their families in need, nursing home Veterans and Veterans undergoing medical treatment in VA Hospitals located here in Massachusetts. This year DAV Chapter 82 donated sweat pants and sweatshirts to Sweats for Vets which is a non-profit charity that provides clothing to local homeless veterans. Salute!

3rd Salute

Veteran Service Organizations continue to be the backbone of the Veteran communities throughout Massachusetts and the Nation. The Maynard American Legion Post is one such organization that supports and assists Maynard's Veterans and their families on a daily basis. The Maynard Post and its members provide a tremendous amount of support to local Veterans and their families at no cost to the Town or other government agencies. The Post's members and the Post's Auxiliary continue to raise money for a local organization known as Honor Flight New England. This organization transports area veterans to Washington, DC to visit and reflect at their respective memorials at no cost to the veteran. As a community, we are extremely fortunate to have an organization like the American Legion and its members who continually give of themselves for the sake of others. Salute!

Respectfully Submitted,

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

2013 Annual Report of the Board of Assessors

The Town of Maynard is served by the following Board members and staff:

Stephen Pomfret (Chairman), Michael Manning (Member), Terrence Donavon (Member), Angela Marrama (Assessor) and Marianne Dee (Assessing Clerk)

On behalf of the Board of Assessors, we would like to thank William Cranshaw for his service to the board for the last three years and we welcome our newest member, Terrence Donavon and wish him much success with the board.

Fiscal Year 2014 was an Interim Year Revaluation. We were certified by the DOR on December 11, 2013 allowing bills to be mailed on time. The town captured \$261,245 in growth this year. There were approximately 425 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 deadlines established by the Department of Revenue.

The Town of Maynard has 4,032 taxable parcels for Fiscal Year 2014. The count of these taxable parcels by property class is as follows:

Property Type	FY2013		FY2014	
	Parcel Count	Value	Parcel Count	Value
Single Family 101	2644	801,926,800	2654	763,742,700
Condominium 102	488	100,070,300	495	91,353,400
Miscellaneous 103&109	12	4,900,200	11	4,361,800
Two Family 104	255	80,326,500	257	76,837,600
Three Family 105	25	8,193,600	24	7,506,900
Four and up 111-125	46	30,720,200	46	29,776,200
Vacant Land 130-132&106	112	6,726,700	104	5,198,000
Open Space 200-231	0	0	0	0
Commercial 300-393	145	54,659,300	148	53,156,800
Industrial 400-452	24	62,344,900	26	54,945,000
Chapter 61 Land	3	925	3	925
Chapter 61A Land	6	21,937	6	21,935
Chapter 61B Land	1	173,175	2	173,175
Mixed Use 012-043	35	15,057,700	35	15,043,300
Personal Property 501-508	277	27,810,740	221	27,928,220

At their November 19, 2013 meeting, the Board of Selectman voted to split the tax rate using a 1.37 rate split which resulted in a tax rate of \$22.29 for residential and open space and \$32.28 for commercial, industrial and personal property. New values and new growth for Fiscal Year 2014 were certified by the Department of Revenue on October 30, 2013.

The following is a comparison of total valuations by fiscal year:

Fiscal Year	Assessed Value	Tax Levy	Tax Rates	
2010	1,279,843,525	22,402,823	16.14	25.71
2011	1,237,413,740	23,147,926	17.50	26.91
2012	1,223,329,115	23,909,712	18.45	27.17
2013	1,194,932,677	25,403,203	20.05	29.55
2014	1,130,045,955	26,622,184	22.29	32.28

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

Valuation by Property Class

Property Class	FY2010	FY2011	FY2012	FY2013	
<u>FY2014</u>					
Residential	1,097,382,875	1,078,732,980	1,069,740,840	1,042,848,160	986,556,485
Open Space	0	0	0	0	0
Commercial	69,263,456	63,559,690	63,529,248	61,928,877	60,616,250
Industrial	83,951,200	65,976,300	62,265,500	62,344,900	54,945,000
Personal	29,245,994	29,144,770	27,793,527	27,810,740	27,928,220

Levy by Property Class

Property Class	FY2010	FY2011	FY2012	FY2013	
<u>FY2014</u>					
Residential	17,711,760	18,877,827	19,736,719	20,909,106	21,990,344
Open Space	0	0	0	0	0
Commercial	1,780,763	1,710,391	1,726,090	1,829,998	1,956,693
Industrial	2,158,385	1,775,422	1,691,754	1,842,292	1,773,625
Personal	751,915	784,286	755,150	821,807	901,523

Respectfully submitted,

Angela M. Marrama, Assessor

2013 Annual Report of the Treasurer/Collector's Office

Cheryl Kane, Treasurer/Collector
 Denee Howard, Assistant Collector
 Cheri Poirier, Assistant Treasurer

Tax Collections July 1, 2012 through June 30, 2013

	Commitments/ Begin Balance	Abatements/Exempt Refunds/ Tax Title	Payments	Balance
Real Estate	\$ 24,876,058	\$ - 932,162	\$ -23,612,212	\$ 331,684
Personal Property	\$ 864,009	\$ 3,458	\$ -845,087	\$ 22,380
CPA	\$ 203,944	\$ 28,654	\$ -230,477	\$ 2,121
Tax Title	\$ 2,768,935	\$ 124	\$ -1,038,173	\$ 1,730,886
Water	\$ 2,062,739	\$ -187,465	\$ -1,523,542	\$ 351,732
Sewer	\$ 2,952,025	\$ -272,534	\$ -2,170,256	\$ 509,235
Excise	\$ 1,271,354	\$ -11,769	\$ -1,016,289	\$ 243,296

Fiscal Year 2013 Debt Service Payments by Fund

	PRINCIPAL	INTEREST	TOTAL
Town – General	\$ 610,000	\$ 290,725	\$ 900,725
School	\$ 1,700,565	\$ 953,381	\$ 2,653,946
Water	\$ 276,785	\$ 65,983	\$ 342,768
Sewer	\$ 172,650	\$ 74,004	\$ 246,655
CPA	\$ 80,000	\$ 42,900	\$ 122,900
MWPAT	\$ 488,973	\$ 307,596	\$ 796,569
Total	\$ 3,328,973	\$ 1,734,589	\$ 5,063,562

**GOVERNMENTAL FUNDS
COMBINED BALANCE SHEET**

FISCAL YEAR ENDED JUNE 30, 2013

		High School Costruction Project	Community Preservation	Non - Major Government Funds	Total Governmental Funds
ASSETS	General				
Cash and cash equivalents	\$ 7,472,592	\$ 1,364,701	\$ 935,956	\$ 6,289,057	\$ 16,062,306
Investments	439,722	-	-	-	439,722
Receivables, net of allowance					
Real estate and personal property taxes	2,254,364	-	1,761	-	2,256,125
Excise taxes and other	243,296	-	-	61,159	304,455
Due from other governments	7,656,804	4,457,296		225,580	12,339,680
TOTAL ASSETS	\$ 18,066,778	\$ 5,821,997	\$ 937,717	\$ 6,575,796	\$ 31,402,288
Deferred Outflows of Resouces	\$ -	\$ -	\$ -	\$ -	\$ -
Total Assets and Deferred Outflows of Resouces	\$ 18,066,778	\$ 5,821,997	\$ 937,717	\$ 6,575,796	\$ 31,402,288
LIABILITIES AND FUND BALANCES					
LIABILITIES					-
Warrants Payable and accounts payable	499,443	1,497,496	-	404,122	2,401,061
Accrued Payroll and related expenses	1,302,541	-	-	42,392	1,344,933
Retainage payable	-	1,687,279	-	-	1,687,279
Other Liabilities	28,133	-	-	-	28,133
Deferred revenues	10,071,733	-	1,761	61,159	10,134,653
TOTAL LIABILITIES	\$ 11,901,850	\$ 3,184,775	\$ 1,761	\$ 507,673	\$ 15,596,059
FUND BALANCES					
Nonspendable	\$ -	\$ -	\$ -	\$ 23,705	\$ 23,705
Restricted	\$ 848,353	\$ 2,637,222	\$ 935,956	4,126,418	8,547,949
Committed	-	-	-	1,918,000	1,918,000
Assigned	116,832	-	-		116,832
Unassigned	5,199,743				5,199,743
TOTAL FUND BALANCES	\$ 6,164,928	\$ 2,637,222	\$ 935,956	\$ 6,068,123	\$ 15,806,229
TOTAL LIABILITIES, FUND BALANCES, AND DEFERRED INFLOWS OF RESOURCES	\$ 18,066,778	\$ 5,821,997	\$ 937,717	\$ 6,575,796	\$ 31,402,288

GENERAL FUND							
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL							
FISCAL YEAR ENDED JUNE 30, 2013							
	Original Budget	Final Budget	Actual Budgetary Amounts	Encumbrances	Actual Budgetary Adjusted	Variance Over/(Under)	
REVENUES							
Real estate and personal property taxes,	\$ 24,981,042	\$ 24,981,042	\$ 25,211,801	\$ -	25,211,801	\$ 230,759	
Licenses and Permits	152,300	152,300	206,385	-	206,385	54,085	
Motor vehicle and other excise taxes	1,017,100	1,017,100	1,100,785	-	1,100,785	83,685	
Penalties and Interest	212,900	212,900	211,806	-	211,806	(1,094)	
Intergovernmental	6,418,303	6,418,303	6,405,526	-	6,405,526	(12,777)	
Departmental and other	536,200	536,200	747,673	-	747,673	211,473	
Investment Income	30,000	30,000	290,350	-	290,350	260,350	
TOTAL REVENUES	\$ 33,347,845	\$ 33,347,845	\$ 34,174,326	\$ -	\$ 34,174,326	\$ 826,481	
EXPENDITURES							
Current:							
General government	2,044,507	2,044,507	\$ 1,811,735	\$ 12,924	1,824,659	\$ (219,848)	
Public safety	4,067,277	4,067,277	\$ 4,051,011	\$ 169	4,051,180	(16,097)	
Education	15,792,467	15,792,467	\$ 15,751,542	\$ -	15,751,542	(40,925)	
Public works	1,865,575	1,865,575	\$ 1,727,104	\$ 18,118	1,745,222	(120,353)	
Health and Human Services	407,997	407,997	\$ 399,213	\$ 610	399,823	(8,174)	
Culture and recreation	535,320	535,320	\$ 528,429	\$ -	528,429	(6,891)	
Fringe and Pension Benefits	6,538,799	6,538,799	\$ 6,340,026	\$ 85,011	6,425,037	(113,762)	
State and County Tax Assessments	442,257	442,257	\$ 430,128	\$ -	430,128	(12,129)	
Debt Service	3,774,815	3,774,815	\$ 3,718,857	\$ -	3,718,857	(55,958)	
TOTAL EXPENDITURES	\$ 35,469,014	\$ 35,469,014	\$ 34,758,045	\$ 116,832	\$ 34,874,877	\$ (594,137)	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(2,121,169)	(2,121,169)	(583,719)	(116,832)	(700,551)	1,420,618	
OTHER FINANCING SOURCES (USES):							
Premium from issuance of bonds	-	-	-	-	-	-	
Bond issuance costs	-	-	-	-	-	-	
Sale of capital assets	-	-	-	-	-	-	
Operating transfers in	1,385,924	1,385,924	1,385,924	-	1,385,924	-	
Operating transfers out	(3,029,826)	(3,029,826)	(3,029,826)	-	(3,029,826)	-	
TOTAL OTHER FINANCING SOURCES (USES)	\$ (1,643,902)	\$ (1,643,902)	\$ (1,643,902)		\$ (1,643,902)	\$ -	
NET CHANGES IN FUND BALANCE	\$ (3,765,071)	\$ (3,765,071)	\$ (2,227,621)		\$ (2,344,453)	\$ 1,420,618	
Other Budgetary Items							
Prior Year Encumbrances	834,205	834,205					
Free Cash	2,971,826	2,971,826					
Debt and Interest Raised separately	(122,900)	(122,900)					
Other	81,940	81,940					
Total Other Budgetary Items	3,765,071	3,765,071					

GENERAL FUND						
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL						
FISCAL YEAR ENDED JUNE 30, 2013						
			<u>High School</u>		<u>Non - Major</u>	<u>Total</u>
			<u>Costruction</u>	<u>Community</u>	<u>Government</u>	<u>Governmental</u>
		<u>General</u>	<u>Project</u>	<u>Preservation</u>	<u>Funds</u>	<u>Funds</u>
REVENUES						
Real estate and personal property taxes, net		\$ 25,025,901	\$ -	\$ 200,602	\$ -	\$ 25,226,503
Intergovernmental		9,692,249	14,915,506	51,825	2,009,856	26,669,436
Motor vehicle and other excise taxes		1,100,785	-	-	-	1,100,785
Departmental and other revenue		661,939	-	-	2,044,144	2,706,083
Licenses and permits		206,385	-	-	-	206,385
Penalties and interest on taxes		211,806	-	-	-	211,806
Fines and forfeitures		85,734	-	-	-	85,734
Investment income		51,023	-	690	16,451	68,164
Contributions and donations		-	-	-	33,955	33,955
						-
TOTAL REVENUES		\$ 37,035,822	\$ 14,915,506	\$ 253,117	\$ 4,104,406	\$ 56,308,851
EXPENDITURES						
Current:						
General government		1,618,183		5,750	665,735	2,289,668
Public safety		4,051,011			555,985	4,606,996
Education		15,158,071	26,480,119		3,429,659	45,067,849
Public works		1,727,104			872,922	2,600,026
Health and Human Services		399,213		4,814	22,593	426,620
Culture and recreation		528,429			431,042	959,471
Pensions and other fringe benefits		9,626,749				9,626,749
State and County Tax Assessments		430,128				430,128
Debt Service						
Principal		2,395,550				2,395,550
Interest		1,323,307				1,323,307
TOTAL EXPENDITURES		\$ 37,257,745	\$ 26,480,119	\$ 10,564	\$ 5,977,936	\$ 69,726,364
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(221,923)	(11,564,613)	242,553	(1,873,530)	(13,417,513)
OTHER FINANCING SOURCES (USES):						
Proceeds from issuance of debt		-	7,170,000	-	490,000	7,660,000
Premium received on issuance of debt		254,693	-	-	-	254,693
Operating transfers in		1,385,924	-	-	1,999,000	3,384,924
Operating transfers out		(2,049,000)	-	(122,900)	(798,511)	(2,970,411)
TOTAL OTHER FINANCING SOURCES (USES)		\$ (408,383)	\$ 7,170,000	\$ (122,900)	\$ 1,690,489	\$ 8,329,206
NET CHANGES IN FUND BALANCE		\$ (630,306)	\$ (4,394,613)	\$ 119,653	\$ (183,041)	\$ (5,088,307)
Fund Balances - Beginning of year		6,795,234	7,031,835	816,303	6,251,164	20,894,536
Fund Balances - End of Year		\$ 6,164,928	\$ 2,637,222	\$ 935,956	\$ 6,068,123	\$ 15,806,229

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

FISCAL YEAR ENDED JUNE 30, 2013

	Business-Type Activities - Enterprise Funds		
	<u>SEWER</u>	<u>WATER</u>	<u>TOTAL</u>
Operating Revenues	-		
User charges	\$ 2,428,791	\$ 1,704,641	\$ 4,133,432
Other revenues	3,190	134	3,324
Total Operating Revenues	2,431,981	1,704,775	4,136,756
Operating Expenses			
Operating costs	1,221,278	701,798	1,923,076
Depreciation	565,103	407,164	972,267
Total Operating Expenses	1,786,381	1,108,962	2,895,343
Total Operating Income	645,600	595,813	1,241,413
Nonoperating Income (Expenses)			
Intergovernmental revenues	10,638	98,313	108,951
Interest Income	6,461	4,830	11,291
Interest Expense	(222,751)	(204,622)	(427,373)
Total Nonoperating Revenues (Expenses) net	(205,652)	(101,479)	(307,131)
Income Before Transfers	439,948	494,334	934,282
Transfers Out	(460,279)	(280,178)	(740,457)
Change in Net Position	(20,331)	214,156	193,825
Net Position - Beginning of Year	6,848,035	7,761,398	14,609,433
Net Position - End of Year	\$ 6,827,704	\$ 7,975,554	\$ 14,803,258

PROPRIETARY FUNDS
STATEMENT OF NET POSITION
FISCAL YEAR ENDED JUNE 30, 2013

	Business-Type Activities - Enterprise Funds		
	<u>SEWER</u>	<u>WATER</u>	<u>TOTAL</u>
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 869,757	\$ 751,672	\$ 1,621,429
Investments	839,450	577,083	1,416,533
User charges receivable	1,328,481	924,467	2,252,948
Due from other governments	10,804	66,738	77,542
Total Current Assets	3,048,492	2,319,960	5,368,452
Noncurrent Assets			
Due from other governments	47,273	769,045	816,318
Capital assets, net of accumulated depreciation	15,004,854	9,152,222	24,157,076
Total noncurrent assets	15,052,127	9,921,267	24,973,394
Total Assets	18,100,619	12,241,227	30,341,846
LIABILITIES			
Current Liabilities			
Warrants payable and other liabilities	77,239	16,052	93,291
Accrued payroll and related expenses	7,945	5,700	13,645
Accrued interest expense	107,814	28,632	136,446
Bond and note indebtedness	601,982	516,800	1,118,782
Compensated Absences	11,023	19,146	30,169
Total Current Liabilities	806,003	586,330	1,392,333
Noncurrent Liabilities			
Bond and note indebtedness	10,311,791	3,516,100	13,827,891
Compensated Absences	11,023	19,146	30,169
Other post employment benefits	144,098	144,097	288,195
Total noncurrent liabilities	10,466,912	3,679,343	14,146,255
Total Liabilities	11,272,915	4,265,673	15,538,588
Net Position			
Invested in capital assets, net of related debt	4,091,081	5,119,322	9,210,403
Unrestricted	2,736,623	2,856,232	5,592,855
Total Net Position	6,827,704	7,975,554	14,803,258

STATEMENT OF NET POSITION
FISCAL YEAR ENDED JUNE 30, 2013

	<u>Governmental</u>	<u>Business-Type</u>	
	<u>Activities</u>	<u>Activities</u>	<u>TOTAL</u>
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 16,062,306	\$ 1,621,429	\$ 17,683,735
Investments	439,722	1,416,533	1,856,255
Receivables, net of allowance for uncollectible accounts:			-
Property taxes	427,058	-	427,058
User fees	-	2,252,948	2,252,948
Department and other	2,133,522	-	2,133,522
Intergovernmental	12,339,680	893,860	13,233,540
Capital assets not being depreciated	43,456,308	-	43,456,308
Capital assets, net of depreciation	30,277,741	24,157,076	54,434,817
TOTAL ASSETS	105,136,337	30,341,846	135,478,183
DEFERRED OUTFLOW OF RESOURCES	-	-	-
LIABILITIES			
Current Liabilities			
Warrants payable and other liabilities	2,401,060	93,291	2,494,351
Accrued payroll and related expenses	1,344,933	13,645	1,358,578
Accrued interest expense	546,741	136,446	683,187
Retainage payable	1,687,279	-	1,687,279
Other	28,133	-	28,133
Total Current Liabilities	6,008,146	243,382	6,251,528
Noncurrent Liabilities			
Due in one year or less	3,740,785	1,148,951	4,889,736
Due in more than one year	54,782,244	14,146,255	68,928,499
Total noncurrent liabilities	58,523,029	15,295,206	73,818,235
TOTAL LIABILITIES	64,531,175	15,538,588	80,069,763
DEFERRED INFLOW OF RESOURCES	-	-	-
NET POSITION			
Invested in capital assets, net of related debt	38,970,400	9,210,403	48,180,803
Restricted for:			-
Nonexpendable funds	23,705		23,705
Expendable funds	465,437		465,437
Capital projects	2,661,194		2,661,194
High School construction project	2,637,222		2,637,222
Other	3,853,743	-	3,853,743
Unrestricted	(8,006,539)	5,592,855	(2,413,684)
TOTAL NET POSITION	\$ 40,605,162	\$ 14,803,258	\$ 55,408,420

CAPITAL ASSETS
FISCAL YEAR ENDED JUNE 30, 2013

	<u>Beginning</u>			<u>Ending</u>
	<u>Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u>
Governmental Activities				
Capital assets not being depreciated				
Land	\$ 4,450,569	\$ -	\$ -	\$ 4,450,569
Construction in-process	12,364,591	26,641,148	-	39,005,739
Total capital assets not being depreciated	16,815,160	26,641,148	-	43,456,308
Capital assets being depreciated				
Infrastructure	5,570,083	855,294	-	6,425,377
Buildings and improvements	41,360,171	286,550	-	41,646,721
Vehicles	957,050	257,757	-	1,214,807
Machinery and equipment	1,707,698	247,600	-	1,955,298
Total capital assets being depreciated	49,595,002	1,647,201	-	51,242,203
Less accumulated depreciation	(19,520,059)	(1,444,403)	-	(20,964,462)
Total capital assets being depreciated, net	30,074,943	202,798	-	30,277,741
Capital assets, net	\$ 46,890,103	\$ 26,843,946	\$ -	\$ 73,734,049
Governmental Activities				
General government	\$ 50,902			
Public Safety	228,711			
Education	897,930			
Public Works	151,909			
Culture and recreation	114,951			
	\$ 1,444,403			

CAPITAL ASSETS
FISCAL YEAR ENDED JUNE 30, 2013

	<u>Beginning</u>			<u>Ending</u>
	<u>Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u>
<u>Business -Type Activities - Sewer</u>				
Capital assets being depreciated				
Infrastructure	\$ 20,655,477	\$ -	\$ -	\$ 20,655,477
Vehicles	25,000	17,001	-	42,001
Machinery and equipment	316,945	447,145	-	764,090
Total capital assets being depreciated	20,997,422	464,146	-	21,461,568
Less accumulated depreciation	(5,891,611)	(565,103)	-	(6,456,714)
Total capital assets being depreciated, net	15,105,811	(100,957)	-	15,004,854
Capital assets, net	\$ 15,105,811	\$ (100,957)	\$ -	\$ 15,004,854
<u>Business -Type Activities - Water</u>				
Capital assets being depreciated				
Infrastructure	\$ 13,213,801	\$ -	\$ -	\$ 13,213,801
Vehicles	76,942	-	-	76,942
Machinery and equipment	1,046,161	99,960	-	1,146,121
Total capital assets being depreciated	14,336,904	99,960	-	14,436,864
Less accumulated depreciation	(4,879,042)	(405,600)	-	(5,284,642)
Capital assets, net	\$ 9,457,862	\$ (305,640)	\$ -	\$ 9,152,222

MAYNARD CONTRIBUTORY RETIREMENT SYSTEM

ANNUAL REPORT DECEMBER 31, 2012

Active Members	189
Inactive Members	93
Retired Members	98
Total Membership	380

ASSETS

Cash	654,898.51	
Fixed Income	10,768,216.51	
Equities	15,214,834.66	
International Equities	1,754,188.23	
Real Estate	520,697.02	
Alternative Investments	82,702.61	
Interest Due And Accrued	0.00	
Accounts Receivable	50,872.52	
Accounts Payable	(43,516.66)	\$29,002,893.40

FUNDS AND LIABILITIES

Annuity Savings Fund	7,299,576.22	
Annuity Reserve Fund	2,868,798.76	
Military Service Fund	13,268.35	
Pension Fund	981,158.65	
Pension Reserve Fund	17,840,091.42	\$29,002.893.40

RECEIPTS

Members Deductions	725,417.62
Transfers From Other Systems	330,280.59
Members Make Up Payments And Redeposit	31,974.81
Investment Income Credited To Members Accounts	8,890.48
Investment Income Credited To Annuity Reserve Fund	86,707.37
Reimbursements From Other Systems	98,081.76
Received From Commonwealth For COLA	85,977.72
Pension Fund Appropriation	1,656,341.00
Member Payments From Rollovers	0.00
Investment Income Credited To Military Service Fund	13.26
Investment Income Credited To Expense Fund	217,010.33
Federal Grant Reimbursement	0.00

Pension Reserve Appropriation	0.00
Interest Not Refunded	0.00
Miscellaneous Income	(563,730.98)
Excess Investment Income	<u>3,122,598.40</u>

TOTAL RECEIPTS \$5,799,562.36

DISBURSEMENTS

Refunds To Members	63,818.39
Transfers To Other Systems	148,325.71
Annuities Paid	390,563.24
Option B Refunds	0.00
Pension Payments	1,548,879.29
Survivorship Payments	76,484.22
Ordinary Disability Payments	48,307.36
Accidental Disability Payments	188,948.28
Accidental Death Payments	54,260.16
Section 101 Payments	0.00
Reimbursements To Other Systems	189,420.67
COLA's Paid	0.00
Board Member Stipends	2,029.00
Salaries	45,877.70
Legal Expenses	0.00
Medical Expenses	0.00
Fiduciary Insurance	0.00
Service Contracts	24,705.00
Professional Services	(521.38)
Education And Training	0.00
Travel	1,821.49
Administrative Expenses	4,985.94
Furniture and Equipment	2,650.00
Management Fees	105,917.35
Custodial Fees	<u>29,545.23</u>

TOTAL DISBURSEMENTS \$2,962,017.65



2013 ANNUAL REPORT OF THE MAYNARD POLICE DEPARTMENT

The Maynard Police Department is a full-service police agency consisting of 21 sworn officers who provide law enforcement services 24 hours a day, seven days a week. The police department provides residents and visitors the highest level of public safety, emphasizing a pro-active, problem solving, and preventative approach to policing. The mission of the Maynard Police Department is to establish partnerships with the community, use innovative problem solving approaches, preserve life, protect property, and build long-term relationships with the community which we serve. We take great pride in the services we provide and through cooperative resolution of community safety, problems, and concerns we strive to jointly identify root causes and identify solutions for crime and disorder.

SUMMARY OF 2013

There have been several changes during the year designed to better serve the residents of Maynard. The most significant addition is our membership with North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC originated in 1963 and currently consists of 57 Municipal and Sheriff's agencies representing most of Middlesex and Essex Counties. NEMLEC functions in many respects are specialized, regional police operations. Each executive officer commits the resources of his/her law enforcement agency to assist other members in an effort to increase and improve their individual and collective capabilities to provide effective policing services. Maynard currently has 1 officer assigned to the Regional Response Team (RRT) and the Chief is a member of the Standards Committee. If an incident occurs in Maynard that additional resources are required, NEMLEC teams are available upon request.

We also joined the Massachusetts Accreditation Network to start the process of becoming a certified police agency and then an accredited agency. The process is very time consuming and detailed to obtain both designations. Sgt. Michael Noble volunteered as the Accreditation Manager and is working towards certification by the summer of 2014. The process involves a complete review of our policies and procedures and implementing best practices for law enforcement agencies.

We began a reserve officer program to develop and train future full time Maynard Police Officers. Reserve officers are Civil Service Appointments and will eventually become full time officers. This new process makes the full time appointment process quicker and reduces training time once the officer graduates the police academy.

In December we began utilizing GETCRASHREPORTS.COM for all of our motor vehicle accident reports. This company services most of New England and makes accident reports available within days of an accident. Completed reports are submitted to the Registry of Motor vehicles and the company's database electronically. Requests are made and provided on-line which eliminates department personnel from processing and mailing reports. The service collects the fee and forwards it to Maynard quarterly. This service improves customer service and streamlines the process of obtaining accident reports.

PERSONNEL

2013 personnel changes:

Prosecutor Philip Craven retired on August 26th after 25 years of service.

Sergeant Brian Quinlan retired on July 27th after 19 years of service.

Both Officers made incredible contributions to the police department and will be greatly missed.

On February 1st Officer Joseph Behnke resigned.

On August 19th Officers Nicholas Latino and Andrew Patterson began the Western Massachusetts Police Academy with an expected graduation in January 2014.

On October 15th Officer Andrew Patterson resigned after accepting a position as a Trooper for the Massachusetts State Police.

On November 21st three Reserve Officers were appointed: Todd Fletcher, Lucien Comeau and Michael Sutherland.

We had several special officers retire this year: Walter Sarvela, Richard Clark, John Kaziukonis, and Bruce Noah. I would like to thank them for the dedicated service to the Town of Maynard.

In June, Officer Shawn Corrigan returned from a two year military training program to become a pilot in the Rhode Island Air Guard. In October, he returned to active duty from an overseas mission and will return to Maynard in the spring of 2014. I want to thank Officer Corrigan for his dedicated service to the Town of Maynard and his Country. We wish him safe travels and look forward to his return.

DEPARTMENT STAFF

Chief

Mark W. Dubois

Lieutenant

James F. Dawson

Sergeants

Stephen Jones

Michael Noble

Thomas Neufell

Patrolman

Karl Nyholm

Mary McCue

Gregory Balzotti

William Duggan

Paul Maria

Brian Cushing

Richard Seeley

Jeffrey Houle

Eric Davoll

Brian Peterson

Christopher Sweeney

Shawn Corrigan

Daniel Bodwell

Nicholas Latino

Reserve Officers

Todd Fletcher

Lucien Comeau

Michael Sutherland

Administrative Assistant

Lucie DiStefano

Custodian

James Maria

Crossing Guards

Parnell Houle

Martha Shugrue

Marita Garcia

Special Officers

Douglas MacGlashing

Deborah Richardson

Ralph Aulenback

John Connors

James Loomer

Alfred Whitney

Tim O'Neil

POLICE GRANTS FY 2013

The Maynard Police Department has received grants from the State 911 Department and the Alcoholic Beverages Control Commission in the following amounts:

E911 Support and Incentive Grant \$ 19,939

E911 Training Grant \$ 10,000

Underage Alcohol Enforcement Grant \$ 4,894

The Maynard Police Department will continue to apply for all grants associated with policing as these are opportunities to supplement our operating budget and focus on specific issues that effect Maynard.

MAYNARD POLICE 2013 TOY DRIVE

The Maynard Police Toy Drive had another very good year. The community responded with generosity by donating new toys, cash and gift cards. Officer Greg Balzotti coordinated the toy drive and with the assistance of 18 Maynard businesses that served as collection points, collected enough toys to assist 51 families this Christmas season.

PARKING TICKETS - \$14,885

The Town of Maynard is using the services of Kelly and Ryan Associates as a collection agency for our parking ticket revenue.

PARKING METER COLLECTIONS - \$45,637.46

I want to personally thank the Board of Selectmen, Town Administrator, all the Department Heads and department personnel for their continued support of the Police Department and the excellent working relationships we have here in Maynard. It's a pleasure and honor serving as the Police Chief.

Respectfully submitted,

Mark W. Dubois

Chief of Police

DEPARTMENT STATISTICS

Maynard Police Department
Dispatch Analysis

Page: 1
Printed: 01/28/2014

Call Reason Breakdown

Call Reason	Self	Disp	Total
911 Hang Up	0	19	19
911 Abandoned	0	58	58
911 Accidental	0	55	55
Abandoned MV	0	1	1
Abandoned Property	0	2	2
Alarm Fire/Smoke	0	43	43
Alarm / Carbon Monoxide	0	8	8
Alarm - Medical	1	7	8
Alarm, Hold-Up	0	4	4
Alarm, Burglar	2	219	221
Animal Complaint	2	113	115
Alcohol Offense	2	7	9
Arrest / Fugitive	1	4	5
Area check	980	7	987
Assault	0	14	14
Assist Citizen	15	157	172
Assist Fire Dept.	0	61	61
Assist Other Agency	6	70	76
Barking Dog	0	6	6
B & E (Motor Vehicle)	0	9	9
B & E (Past)	0	18	18
Bomb Scare	0	1	1
Box Alarm	0	3	3
By-Law Violation	2	6	8
Prisoner Cell Checks	0	151	151
Building Check	2371	1	2372
Chemical Spill/Leak	0	1	1
Civil Dispute	1	37	38
Disturbance	6	182	188
Drug Law Violation	0	6	6
Disabled MV	16	20	36
Domestic Disturbance	1	90	91
Dumping, Illegal	1	7	8
Escort / Transport	8	4	12
Environmental	1	20	21
Fire, Box Alarm	0	3	3
Fire, Vehicle	1	1	2
Fire, Structure	0	5	5
Fire, Other	0	20	20
Field Check	2	2	4
Field Interview	9	1	10
Follow Up Investigation	29	19	48
Firearms License Processing	0	3	3
Fraud	0	16	16
Forgery / Uttering	0	1	1
General Service	14	191	205
Gun Law Violation	0	1	1
Harassing / Harassing Calls	0	37	37
House Check	56	0	56
Hazard	9	149	158
ID Check	0	19	19
Investigation	4	12	16
Juvenile Offenses	0	9	9
Larceny of a Motor Vehicle	0	9	9
Larceny	0	99	99
Liquor Law Violation	2	2	4
Loud Music	0	22	22
Medical Emergency	3	556	559
Missing Person	1	8	9
Mutual Aid - Stow	0	7	7
Mutual Aid - Acton	0	2	2

Maynard Police Department
Dispatch Analysis

Page: 2
Printed: 01/28/2014

M/V Accident w/ no injuries	3	123	126
M/V Accident, w/Injuries	1	14	15
M/V Acc.; Property Damage Only	1	6	7
M/V Accident; Hit & Run	0	32	32
Motor Vehicle Stop	1710	55	1765
Motor Vehicle Violation	11	120	131
Notification	7	20	27
Nuisance	0	24	24
Officer Complaint	0	1	1
Open door	11	23	34
Serve Paperwork	49	22	71
Parking Complaint	26	52	78
Property Damage	0	14	14
Found / Lost Property	3	52	55
Private Tow	0	4	4
Radar Enforcement	656	2	658
Recovered Stolen MV	0	2	2
Serve Restraining Order	13	26	39
Restraining Order Violation	0	7	7
Sudden Death	0	4	4
Sex Offenses	2	4	6
Shoplifting	0	1	1
Soliciting	0	19	19
Suicide / Threat	0	21	21
Serve Summons	4	1	5
Suspicious Activity	75	282	357
Tagging	1	0	1
911 Test Call	0	2	2
Threatening to Commit a Crime	0	15	15
Traffic Enforcement	66	3	69
Traffic Control	7	2	9
Trespassing	3	40	43
Traffic Hazard	3	11	14
Truancy	0	3	3
Test Call	0	1	1
Unwanted Party	1	21	22
Vandalism	1	46	47
Serve Warrant	16	20	36
Well Being Check	4	109	113
Wire Down	2	32	34
TOTAL	6222	3841	10063

Call Action Breakdown

<u>Call Action</u>	<u>Self Init</u>	<u>Dispatched</u>	<u>Total</u>
Area Checked	3532	370	3902
Assisted, Fire Dept. transport	1	116	117
Animal Control Off. Notified	10	4	14
Arrest(s) Made	41	102	143
Assisted	50	482	532
Building Checked / Secured	125	118	243
Cancelled Call	25	30	55
Citation / Warning Issued	521	28	549
Criminal Complaint (Summons)	37	18	55
Could Not Locate	46	100	146
Dog Officer Notified	0	6	6
DPW Notified	3	8	11
Forward To Detective	0	1	1
Extinguished	0	9	9
False Alarm	1	49	50
Gone On Arrival	1	122	123
Hold for other Dept.	1	1	2
Investigated	25	104	129

Maynard Police Department
Dispatch Analysis

Page: 3
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No Action Required	363	113	476
Notification Made	12	165	177
Owner Notified	4	10	14
Party Advised	6	83	89
Protective Custody	3	25	28
Party Located	1	13	14
Party Spoken To	64	480	544
Parking Ticket Issued	20	10	30
Received / Recovered Property	1	15	16
Restraining Order Filed	0	6	6
Removed Hazard	7	16	23
Prisoner Released / Transport	0	83	83
Removed	8	38	46
Taken/Referred to Other Agency	0	3	3
Report Filed	11	493	504
Peace Restored	1	28	29
Service Made	39	50	89
Services Rendered	123	115	238
Taken to Family/Guardian/Other	0	1	1
Transported to Hospital	4	343	347
Transported Home	10	6	16
Unfounded	3	35	38
Vehicle Towed	7	6	13
Verbal Warning	1116	36	1152
TOTAL	6222	3841	10063

**ANIMAL
CONTROL**

**TOWN OF MAYNARD
ANIMAL CONTROL ANNUAL REPORT
JANUARY 1, 2013 -> DECEMBER 31, 2013**

TOTAL NUMBER CALLS HANDLED	508
# Complaint Calls	37
# Lost Dog Calls	13
# Animal / Wildlife Calls	5
# Miscellaneous Calls	205
TOTAL # DOGS PICKED UP	18
Total # not licensed	11
Total # dogs not claimed	
# still in dog officer custody	
#surrendered to Humane Shelter	
TOTAL # HUMAN BITE CALLS	4
10 Day Quarantine Order -Human Bite	Issued = 4 ; Released = 4
45 Day/6 Month Quarantine Orders	Issued = 3 ; Released = 3
TOTAL # CITATIONS ISSUED	208
# No license citations	207
# Leash Law/Dog not under owner control	1
# Other Offense	
# Court summons processed	

Submitted by:
Boardmans Animal Control Inc
Jennifer A. Condon - Owner/Officer

ANIMAL CONTROL

Call Breakdown

10 Day Quarantine	6
45 Day Quarantine	13
6 Month Quarantine	6
Released from Quarantine	6
Bats	4
Bird, grey fox, goose	1 of each
Chipmunk	2
Deer	3
Opossum	5
Rabies Clinic	2 (24 Cats/24 Dogs; 4 Heartworm Tests)
Raccoon	6
Skunk	15
Squirrel	5
State Lab	4
Woodchuck	3
TOTALS	83
Action Calls-animals picked up	77
General Calls	103

Totals Calls: 186

I would like to thank the Board of Selectmen, Town Manager, and the Maynard Police Department for another successful year. I would also like to thank the Apple County Animal Hospital for hosting our Animal clinics for the past 20 years.

Respectfully submitted,

Thomas A. Natoli

Animal Control Officer/Animal Inspector/Problem Animal Control

2013 Annual Maynard Fire Department Report of the Fire Chief

Organizational Updates

This past year was another very busy year for your Maynard Fire Department. With a strong and dedicated group of firefighters, captains and of course our administrative assistant, the Maynard Fire Department has continued striving to meet our mission. Without their continued support and commitment to organizational excellence we would be unable to be as proactive in keeping the community safe and informed. In 2013 we saw a 15% increase in requests for service at 1,715 total requests resulting in 2,991 total responses. As is the trend across the country, a large portion of our responses are for medical emergencies. This year our organizational focus was on improving both our training program and our inspectional services program. Our continued commitment to community risk reduction through inspectional services is based on industry best practices.

Training and Personnel Updates

This year the Maynard Fire Department saw the departure of long time captain Joseph Landry. Joe was appointed to the position of Fire Chief in Stow. While he has been and will continue to be missed, we wish him luck moving forward and thank him for his commitment and service to the Town of Maynard for over two decades! We promoted two firefighters to the rank of Captain this past year, Walter Latta Jr. has been appointed to command Group 2, and Sean Kiley was appointed to command Group 4 (effective in January). We wish them good luck moving forward as they help us meet our mission. This year we added Firefighter Sean Layton to the ranks to fill the vacancy created by Captain Landry moving on. We look forward to following Sean's long career with the Maynard Fire Department. This year brought the retirement of long time Maynard Fire Department Chaplain Father Lou Billicki. Father Lou was Maynard's Chaplain for over 43 years; we thank him for his unwavering dedication and devotion to the Maynard Fire Department! The retirement of Father Lou has allowed us to add Deacon John Pepi as our department Chaplain moving forward. We welcome Deacon John and look forward to a long term relationship between him and the Maynard Fire Department. We also had quite a few firefighters reach milestones this year and multiple service awards were presented. Firefighters Craig Desjardins and Pat Hakey were presented 20 years of service awards. Captain Joseph Landry was presented a 25 years of service award. Captain Peter Morrison and Firefighters Jim MacGillivray and Tim Gray were presented awards for 30 years of service. Captain William Soar and Firefighters Gerry Byrne and David Hillman were presented awards for 35 years of service. All of these milestones are significant accomplishments and their service is appreciated! In 2013 we had three firefighters graduate from the Massachusetts Fire Academy Recruit Program, Firefighter Shawn Boulette graduated in June, Firefighter Mark Latta graduated in September and Firefighter Angela Lawless graduated in October. I would like to add that Angela was elected as her class President! Great job by all three! Captain Walter Latta Jr. has been placed in charge of the departments training program and is developing a comprehensive monthly approach. This year we had department members participate in over 3,075

hours of department and fire academy training. This does not include many outside programs attended by your firefighters in acquiring new skills! This year the Maynard Fire Department began a leadership development program to aid us in long term succession planning, much of this was conducted in-house, but the capstone was a presentation here in Maynard by a national leadership consultant. This program was attended by over 50 area firefighters, chiefs and officers and illustrated a tremendous spirit of cooperation between the Maynard Fire Departments and its neighbors in other communities!

Emergency Medical Services Division

Emergency medical responses continue to make up the largest portion of our emergency responses. This past year we continued to revamp our standard operating guidelines and updated some medications and procedures that our Emergency Medical Technicians can administer. Under the direction of Firefighter Angela Lawless, our firefighters are making the transition to become Nationally Registered Emergency Medical Technicians. This is a change from what Massachusetts has done in the past and has been quite comprehensive in Nature: a great job done by Angela keeping up with those changes. We have also worked closely with Pro-EMS in delivering training to our firefighters while on-duty.

Inspectional Services

We have continued working with other town departments to ensure the timely delivery of life safety inspections and have expanded our outreach to the citizens and business owners of Maynard. We have implemented a comprehensive community risk reduction effort that is being accomplished by an aggressive approach to safety inspections. This year we began our voluntary home inspection program aimed at firefighters creating a safety partnership with homeowners to help them recognize and remove hazards in their homes (please call us at 978-897-1014 to schedule yours). We also started a commercial self-inspection program for local businesses that need annual safety inspections to maintain a liquor license. This program allowed business owners to conduct the same inspection on their business that we conduct and correct any deficiencies before the formal inspection process in the fall. We were extremely pleased with the results of this program as we had no real issues at inspection time. We also initiated a comprehensive pre-fire planning program utilizing our new fire department records management software and I-Pads. These are conducted by firefighters in the field and give us pertinent building information that we can access in an emergency. By years end, we had started or completed 45 pre-fire plans with the remaining buildings slated for 2014. In February, we are launching our fire safety survey inspection program. Similar to our home safety inspection program, this creates a partnership between building and business owners and the fire department so that safety hazards can be recognized and removed before they become an emergency. We have over 200 scheduled for 2014. We feel these initiatives will reduce the overall fire risk in the community long term and make Maynard an even better place to live and work.

Communications

This year, under the guidance of Captain Peter Morrison, we began the transition from the traditional hard wired fire alarm notification system, to a wireless radio box transmitter system. This system uses

radio technology to send an alarm to the fire department or another monitoring agency in the event something happens in a commercial occupancy. Long term this system will offer greater flexibility for monitoring and will reduce maintenance and repair costs to the system.

Public Education

Our Public education program had another very successful year under the direction of Captain Sean Kiley. We were able to reach over 1,400 school children through our SAFE program and we expect to be able to expand our reach next year as we've received a grant for a Senior SAFE program. This year we continued our relationship with the Maynard Council on Aging and the Maynard Senior Citizens Group delivering fire and life safety tips to keep seniors safe.

Building, Apparatus and Equipment

Maynard's Fire Station continues to show the wear and tear of an aging building and is still in rough shape despite the efforts of our personnel. We are certainly hopeful a new facility can be built in the coming years.

We received Maynard's new Ambulance in July of 2013. We have worked out the glitches that are common with new apparatus such as that and this vehicle is working out well. Our fleet is an aging one overall and we have started to see a sharp increase in maintenance costs to keep apparatus in service. Much of the work is being done in-house by Firefighter Tim Gray at a considerable savings to the community!

Engine 1 is a 2001 "Emergency One" class "A" pumper. This is our front line engine and first due for fires and medical related emergencies. Our hope is to be able to downgrade this truck to reserve or back-up status this coming fiscal year to help extend its service life.

Engine 2 is a 1991 "Emergency One" class "A" pumper. It is the second due engine for incidents here in Maynard, and also the back-up engine if Engine 1 is out of service. This piece of apparatus is nearing the end of its service life and we are hoping to replace this engine in the coming fiscal year.

Engine 3 is a 1997 "Emergency One" (Freightliner) pumper. It is smaller than engines 1 and 2, with primary mission of this engine is response to rescue type incidents. It is also used to supplement other apparatus at building or brush fires.

Engine 4 is a 2011 Ford F-350 Super Duty 4x4 pick-up truck. It is equipped with a water tank and high pressure pump for use at brush fires. It also doubles as the shift commander's vehicle for use in his daily activities such as inspections and department business.

Ladder 1 is a 1986 “Emergency One” Aerial Ladder Truck. It has a 96 ft. hydraulic ladder and a full complement of ground ladders. It also carries rescue equipment and an assortment of tools for use when ventilating a structure during a fire. This truck is now near the end of its useful life, we are starting to see increased maintenance costs associated with this apparatus and expect this trend to continue. We have requested federal grant funds to replace this key piece of apparatus, but if that doesn’t happen we will need to address this next year.

Car 9 is the Fire Department Ambulance. It is a 2013 Ford F-450 chassis and a patient compartment built by OSAGE. It was placed in service in July of 2013. Car 10 is a 2013 Ford Explorer. This car serves as the fire chiefs vehicle and command car as needed.

While there is no standard rule for the appropriate age of apparatus that should be retired, it is safe to say that we need to look at replacing some of our apparatus in the coming years to ensure the safety of our firefighters and to maintain efficiency in service delivery.

The Future

We will continue to pursue grant funding for major equipment purchases in an effort to save the community money. We will continue our transition to Radio Boxes as part of our long term communications plan. Also, as part of our long term plan, we would like to better serve the community by transitioning from a basic life support ambulance service to an advanced life support service. We will also continue and increase our public education presence in the community to help keep people safe! 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 Selectman, Kevin Sweet and his staff, all town department heads and their staffs and most importantly the citizens of Maynard for their continued support.

Respectfully submitted,
Anthony Stowers/Fire Chief

Annual Report for Calendar Year 2013 Emergency Management Agency

The Maynard Emergency Management Agency 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 effective response to all hazards, 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.

I would like to thank Deputy Emergency Management Director John Flood and members of the Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC) for their dedication to ensuring the safety of the residents of Maynard. I would like to thank Administrative Assistant, Stephanie Duggan for her assistance and dedication to supporting and coordinating Agency activities. Ms. Duggan 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 out to volunteers. I would like to thank them both for their support and assistance throughout the year.

The year of 2013 was a continuing challenge for Emergency Management and Town officials. We faced significant events including a February Blizzard that stressed the Town's emergency response system, but they were successfully managed by the Emergency Management Team. While there are always areas for improvement, the consensus among town officials and citizens alike is that teamwork, cooperation and coordination among the Town's first responders and support agencies was excellent. In 2013, we were able to recover \$65,741.59 allocated to response and clean-up efforts of the February Blizzard through the FEMA public assistance process.

The Emergency Management Director 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 Town also 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 attended several Local Directors meetings and various stakeholder meetings throughout the state.

In closing, I would like to remind residents that the Maynard Emergency Management Agency maintains a dedicated public 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:

Kevin A. Sweet
Emergency Management Director
Chairman, Local Emergency Planning Committee

2013 Facilities Annual Report

Year number 3 is closing in and as usual it's been a very busy year. Most of my efforts during the latter part of this year were to assure that the items being moved out of the old school were secured until the new school was ready for occupancy. This was achieved with help from school personnel, PODS Storage Unit Rentals and the inmates from the Billerica House of Corrections. This was also true when we were ready to move into our New High School, we could not have done this without their help and dedication. After we moved in and school began, we encountered some issue that were not forecasted and worked through most of them painfully, one at a time. We are at 98% complete and are sure we will be at 100% complete ownership in a few weeks. Crews are still completing some of the afterhours work and some issues that have come up; however, these are not uncommon. Mainly, we have a beautiful school and should be very proud.

We have changed the lighting at the Fowler School with upgrades to energy efficient LED street lights, parking lot lights and wall packs. This should save time and money for many years to come.

Staying with energy savings in an effort to promote Maynard as being a Green Community, we have installed on the Summer Street side of the parking area, 2 electric c vehicle charging stations. This was funded by the Green Communities Grant that we received after becoming the states 100th inductee. Town Hall has seen some improvements with roof repairs and drainage issues addressed. The Police and Fire Stations have also had a few minor roof repairs. A new roof was installed at the Old Marlboro Road pumping station.

During the summer break, we were alarmed when it was noticed that a 100' tall oak behind Green Meadow School had fallen and punched a 4 foot hole in the roof. The tree was removed and the roof repaired in less than 24 hours; again a big effort by some dedicated contractors.

We have also consolidated some of our outside service contracts with regards to generators, elevators and fire protection. In the past, each building owner would set up their own contracts with vendors at random; now we use one contractor and take a substantial cost reduction for all.

The Assabet Valley Vocational School has started their renovation which will take approximately 4 years to complete. When completed, the school will have as great a campus as Maynard High School. In the upcoming months, we will be replacing the oldest section of the roof at Green Meadow School. We will also do some much needed repair work on the roof at the Fowler School.

Gregg Lefter

Facilities Manager

DEPARTMENT OF PUBLIC WORKS

MISSION STATEMENT

The mission of the Department of Public Works (DPW) is to provide the safest and the most efficient and effective operation of the Town Services as well as the most efficient maintenance, repair and capital improvement of Town infrastructure in the most courteous, professional and citizen-responsive manner. This mission is accomplished through the department multi-disciplinary divisions including: Administration, Highway, Water & Sewer, Solid Waste & Recycling, Wastewater, Forestry-Parks and Cemetery.

The Department of Public Works provides the essentials of daily living to all the residents and businesses of Maynard which include the distribution of safe, clean drinking water; the maintenance of Town roads, sidewalks, sewer and storm drainage infrastructure; collect and treat wastewater; collects and disposes of solid waste, to include recyclable materials and operates the town drop-off collection center; maintenance and care of the Town's parks; maintains trees located in Town right-of-way (TROW) and cemetery. As a department, the individual disciplines work well together to give the residents of Maynard a better quality of life by providing the citizens with immeasurable benefits.

Public Works Administration

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

We can also be reached through the Town's website.

Administrative Staff:

Chris Okafor	Operations Manager
Wayne Amico (VHB)	On-call Engineer
Marie Morando	Administrative Assistant
Barbara Johnston	Administrative Clerk

The Department of Public Works Administration Division is responsible for the budgeting, planning, construction, maintenance and overall management of the entire scope of services provided by the Department to the citizens of Maynard. The Division also provides effective leadership, management support and direction, working to maximize resource performance and achievement of department outcomes in the functional areas of operating and capital budget, financial management, risk management, human relations, professional development, community relations, marketing and neighborhood relations. The success of the Department could not occur without the talent and commitment that exists within its workforce, the support and guidance that is provided by the Town Administrator and Board of Selectmen and the cooperation that exists between Town departments. April

2013 brought in a new management to the Department of Public Works under the supervision of the Operations Manager. The Town also signed a contract with an engineering consultant, Vanasse Hangen Brustlin, Inc. (VHB) in Watertown, MA. VHB provides part-time Town Engineering presence within Town Hall and on-call engineering assistance to the Town, as needed, to help resolve engineering challenges and assist the Department of Public Works with weekly issues.

Here are some of the accomplishments since the Operations Manager and the on-call engineering assistance started:

- Weekly and monthly progress reports provided to Town Administrator of the DPW's work and accomplishments.
- Better "service friendly" attitude from the DPW towards our customers.
- Proactive approach towards tree removal or salvage as determined by new Town Tree Warden.
- Proactively addressing safety and security at the Town water tanks – Pursuing Video surveillance at a nominal cost.
- Successful completion of Reo Park – would have been later next year if left in consultant's hands.
- Weekly staffing meeting assure ongoing checks with department heads for continuously moving ahead instead of just fighting fires.
- Proactively coordinated with DEP for both Water and Sewer issues.
- RFP issued for Pavement Management system for the Town so logical decisions can be made regarding paving and street/sidewalk improvements on a yearly basis.
- Actively pursued a failing parking garage and had consultant recommend remedial measures.
- Actively pursued advertising a full time consultant to run the Waste Water Treatment Plant (WWTP).
- Re-energized discussions regarding emergency water sources for the Town.
- Actively pursued DEP requirements for inflow and infiltrations mitigation within the Town with our consultant Stantec.
- Engaged a consultant to complete the upgrades of the Town's GIS database system in order to complete a lot of missing elements.
- Remedied several construction issues with previous projects left adrift from the past DPW administration.
- Helped DPW finalize the contract for the replacement of the Mockingbird Lane sewer pump station.
- Helped DPW solicit bids and enter into a contract with BETA Inc. for a comprehensive pavement management subsystem for the evaluation of the Town of Maynard's roadways and sidewalks.
- Helped DPW facilitate the engineering and reconstruction of Shore Drive, Summer Hill Road, Euclid Avenue, and a section of Old Marlboro Road.
- Helped DPW facilitate the Notice of Intent Filing with Maynard Con Com for Paving of Euclid Road as it was within riverfront area of Assabet River.
- Assisted the DPW in coordination efforts with DEP regarding the Town's water treatment plant.
- Facilitated the Towns MS4 compliance report with DEP.

- Worked with Town Clerk to review and evaluate the list of Town unaccepted streets.
- Coordinated the completion of the Reo and Coolidge Park improvements with the contractor and project designer.
- Helped DPW coordinate an environmental evaluation of a potential building donation at 129 Parker Street.
- Helped DPW assess security risks at the Town's water tanks and develop a plan to implement video security for the tanks.
- Helped DPW coordinate the structural evaluation of the downtown parking garage structure.
- Coordinated mobile GIS application for DPW's handheld devices.
- Assisted DPW with investigating water ban restriction for the Town with DEP.
- Coordinated with the Town Planning Department to provide peer review of several projects before the Planning Board.
- Assisted the DPW in evaluating the placement of stop signs and pedestrian crossing signs on several streets in Town.
- Designed and helped bid new School Zone Signs as well as vehicle speed feedback signs on Route 117 in the proximity of the Town's Schools.
- Coordinated with MassDOT to evaluate the potential for MassDOT funding for the previously designed Traffic Signal project at the intersection of Acton Street and Concord Street.
- Assisted the DPW with a DEP evaluation of the Waste Water Treatment Plant.
- Helped coordinate discussions with MassDOT relative to the Assabet River Rail Trail project.

Forestry, Parks and Cemetery Division

The primary responsibility of the Forestry, Parks and Cemetery Division is the care and maintenance of public trees, parks, and the operation of the Town's Cemetery. This includes tree trimming (removals and replanting), maintenance of public parks and roadside brush trimming, planning funeral arrangements with residents, carrying out interment and committal services, and tending to perpetual care of the cemetery landscape.

PRIMARY DIVISIONAL RESPONSIBILITIES

During 2012, the Parks and Forestry Division and Cemetery Division were moved under the Supervision of the Highway Superintendent.

Highway Division

Highway Staff:

Joe Foster, Highway Foreman

Marc Currier, Skilled Laborer

Matt Tuomi, Skilled Laborer

James Ferguson, Skilled Laborer

Shaun Dickerson, Skilled Laborer

Michael Kaskiewicz, Special Equipment Operator Tom Palola, Lead Mechanic

- Road construction and resurfacing
- Sidewalk construction, maintenance and repair

- Catch basin cleaning, construction and repair
- Drain line maintenance, construction and repair
- Street sweeping, side walk and parking lots
- Traffic signs, street name signs and line painting
- Street lighting
- Snow and ice control
- Street light maintenance
- Vehicle and equipment – maintenance and repair

Water and Sewer Division

Water and Sewer Staff:

Tim Mullally, Water and Sewer Foreman

Michael Abbondanzio , Secondary Operator

John DeMars, Operator

- Water Supply
- Water treatment, sampling and distribution
- Hydrants maintenance and replacement
- Water services and connections
- Meter readings
- Sewer Collection
- Maintenance of Pump stations and collection system
- DEP and EPA compliance and reports

Waste Water Treatment Plant

Waste Water Treatment Plant Operated by Weston and Sampson

Staff:

Charles Dismuke, Assistant Chief Operator

- Maintenance and Operation of Treatment Plant
- Processing of Influent
- DEP and EPA compliance and reports

Administrative Division

- Oversee all divisions
- Oversee all construction
- Establish and prioritize projects, short and long range
- Solicit bids on all department projects
- Interface with all Federal, State and Local authorities
- Prepare all Federal and State reports
- Ensure compliance with all Federal and State Mandates
- Accounts payable and receivable commitments

- Infrastructure improvements
- Execute administrative functions
- Water and Sewer billing and accounting

Solid Waste/Recycling Program

With the reorganization of Town Services, the solid waste and recycling program is now under the direct supervision of Department of Public Works. During the spring of 2012, the Town solicited bids for solid waste and recycling. E. L. Harvey was awarded the contract commencing July 1, 2012. The contract is for five years. The Town reserves the right to extend their contract for an additional two years - one year at a time. The Pay-As –You-Throw program (stickers) continues to help to keep the tonnage of trash down while encouraging residents to recycle. Trash sticker tag sales totaled \$250,465.00 for the year.

Mercury Reduction Program

We want to remind residents about our mercury reduction program which was established in an effort to remove mercury from the waste stream, and to reduce the discharge of mercury pollution into the environment. As part of a mercury recycling effort, residents may bring their mercury containing thermometers to the Board of Health and exchange them for digital thermometers. The office also accepts button cell batteries and old thermostats that contain mercury. Residents should be aware that florescent bulbs contain a small amount of mercury that may be reclaimed and these bulbs cannot be disposed of in the trash. Town owned buildings are collecting their own used florescent bulbs for recycling. Residents may drop off their used florescent bulbs, for recycling, at the Aubuchon Hardware Store during business hours. We want to express our appreciation to participating businesses for their support in reducing the amount of mercury going into our waste stream.

The Storm Water Management Act requires the inspection of all outfalls for pollutants. We have begun inspecting and mapping locations along the Assabet River.

Catch basins and selected drain lines were mechanically cleaned in 2013 to insure adequate design capacity.

The Department again requests that the residents of Maynard keep the catch basins in front of their property clear of leaves and trash. This prevents localized flooding during sudden downpours or prolonged rainstorms. With over 900 catch basins in our community, your assistance is greatly appreciated.

Street Sweeping, Sidewalk Sweeping

All sidewalks are cleaned of winter sand and debris, all roadways, parking lots and schools are swept twice during the year. Cleanup programs sponsored by various civic organizations such as the Boy Scouts, Garden Club, Litter League, Rail Trail, Organization for the Assabet River and other organizations are supported by this Department.

The Town Sweeper was put to work at various times during the year including: Town Wide Spring Sweeping, multiple Down Town Clean-Up's, and selected areas as needed through-out the year. The Street Sweeper is a tremendous asset to our fleet as well as bringing the Town compliant with the Storm Water Act.

Traffic Signs, Street Name Signs and Line Painting

Traffic and street name signs are replaced when needed. A Sign Replacement Program continues to replace the street name signs with larger and more reflective signs, and should be completed within the next few years. New signs are added as directed by the Police Department or the Board of Selectmen.

Crosswalks, parking stalls, handicapped designations and other markings on roads and parking lots are repainted annually in the spring or early summer with some done in the fall. Center and edge lines on main roads are painted by contract because these require specialized equipment.

Street Light Maintenance

During 2013, the street light maintenance program continued. The Department of Public Works replaced over 150 street lights and found electrical problems with approximately 50 street lights. We will continue to replace street lights during the spring, summer, fall and winter, weather permitting.

Snow and Ice Control

The primary function of the Highway Division during the winter is to insure that Town roadways and sidewalks are clean. Approximately 100 lane miles of roads and 14 miles of sidewalks are open and safe as soon as possible after snow or ice incidents. All streets and sidewalks are plowed and sanded as necessary. Snow is removed, as needed, from the Central Business District along with outlying areas, intersections and schools to allow for proper traffic movement, pedestrian use and general safety considerations.

With the purchase of new equipment, the Town is now treating the streets with Road Salt mixed with Magnesium Chloride; this process helps keep the salt on the road which helps prevent ice build-up.

Thru dedication and long hours by the DPW Staff and Contractors, the roads and sidewalks were kept clean and safe. The DPW thanks the Town residents and business owners for their patience during the snow season.

Vehicle & Equipment – Maintenance & Repair

The Highway Division maintains all vehicles owned by the Department of Public Works and this year the Town hired its own lead mechanic. There are presently 30 pieces of equipment registered in our fleet which include: trucks, loaders, backhoes, sidewalk plows, sewer rudders and brush chippers etc. Equipment is maintained to the highest degree possible, however, because of the age of the equipment, this program is quite expensive and time consuming.

Working with the Board of Selectmen and the Capital Planning Committee, the DPW has developed a program of upgrading their fleet. This past year we purchased a dump truck with a plow. With this new equipment operations (particularly snow incidents) are more efficient.

Tree Trimming and Removals

The Highway Department has assumed responsibility for the maintenance of all public shade trees. During 2013, the Town removed numerous trees and pruned many trees that the tree warden considered unsafe. Christmas trees can be dropped off at the Boys Club for disposal during the month of January. This Department chipped approximately 1500 Christmas trees in a typical year.

Maintenance of Parks and Athletic Fields

The Highway Division maintains approximately 1,000,000 square feet of grass areas which include: athletic fields, parks and numerous small grass areas scattered throughout Town. This Department maintains the fields to the highest level possible with available manpower and funding. This Department, in conjunction with the Board of Selectmen, is looking into alternatives to improve the maintenance of the Town's Parks and Athletic Fields. All playground equipment is inspected on a regular schedule and repairs are made appropriately. Safety issues are monitored at the playgrounds and corrective action taken.

Road Side Maintenance

This Highway Division controls vegetation growth on the sides of roads. Cutting brush along our roads allows for greater visibility which makes our roads safer. We will continue this program with a concentration on the busiest roads. The DPW asks all residents for their cooperation in assuring that plantings do not interfere with the use of sidewalks or obstruct the vision of motorists.

Cemetery Division

Glenwood Cemetery uses approximately 25 acres of land at the present time. The Town owns land for expansion and sections of the Cemetery have been sub-divided, where appropriate, into two grave lots.

Maintenance of Cemetery Property

The Highway Department has the responsibility for the maintenance of the Cemetery. The grass is mowed as needed and grass is trimmed 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. The Highway Department has been working with the Historical Commission for the replacement of the fence around the cemetery.

Water Division

The Water Division is responsible for ensuring that the water supply meets or exceeds all EPA and DEP guidelines for safe drinking water. 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. Testing is done on a weekly basis for bacteria while more extensive testing for other contaminants is conducted on a

schedule mandated by DEP. All water samples are sent to a certified laboratory for analysis to ensure compliance with DEP & EPA standards and assures that the water you drink is of the best possible quality.

<u>Water Supply</u>				
<u>Water Pumping Records in Gallons</u>				
	2011	2012	2013	
January	22,628,000	22,178,859	21,849,614	
February	19,351,000	17,958,071	19,226,775	
March	25,841,000	21,944,173	26,250,328	
April	23,707,000	23,164,017	28,315,033	
May	25,791,000	26,010,534	30,474,722	
June	27,258,000	25,497,067	31,329,269	
July	30,232,000	29,308,971	25,310,854	
August	26,968,000	35,080,322	28,167,760	
September	23,599,000	29,493,408	25,325,153	
October	22,740,000	26,665,825	23,961,498	
November	22,007,000	23,645,209	20,836,806	
December	23,602,000	24,099,222	21,214,806	
Total	293,787,000	305,045,679	302,262,618	
Average Daily Consumption	804,000	836,741	828,116	

Water Treatment and Sampling

The water is treated with a minimal amount of chemicals to insure safe drinking water and to meet all DEP & EPA standards for drinking water. These samples are sent to a State certified laboratory for testing. The water is treated at the source or at the Water Treatment Plants, which removes excess Iron and Manganese, ph is adjusted and Chlorine is added to remove any bacteria in the water. All personnel who work in the Water Department are licensed by the State.

Water Distribution

The Town has approximately 70 miles of water mains ranging from 16 inches to 4 inches in diameter. Many of these water mains are more than 70 years old. Substantial progress has been made over the years.

The distribution system is monitored for water leaks and repairs are made immediately when discovered. We had five water main leaks and four water service leaks. This is excellent for a system of our size and age.

Hydrant Maintenance and Replacement

The Water Division flushes fire hydrants throughout the year. During 2013, 12 hydrants were replaced with a new model and 6 hydrants were repaired (gate valves were installed as needed). Fire hydrants are periodically tested by the Fire Department and conditions noted. Shoveling out of hydrants is completed as needed. The Town asks your cooperation in keeping any hydrants near your property clear of snow to assist this Department and the Fire Department.

Water Services & Connections

The Division inspects all connections to the water system. We assisted four homeowners with frozen water services; house service shut-offs were replaced as needed.

Meter Readings

All residential radio read and commercial water meters are read quarterly, we presently have approximately 3,900 water services. Water and sewer bills are sent out four (4) times a year and had been mailed out with the Property Tax Statements. Starting with the new billing cycle, water and sewer bills will not be mailed with your Property Tax Statements.

Sewer Collection

Over 95% of the residents in Maynard are serviced by the sewer collection system. Trunk lines and mains vary with age. Infiltration and inflow into the system is a concern. Problem areas are looked into and corrective action will be taken, as needed, in the near future.

Maintenance of Pump Stations and Collection Systems

The Town presently has 10 pump stations at various locations throughout the Town to service low lying neighborhoods. These pump stations are checked daily with a thorough inspection, cleaning and servicing once a year.

Continuous efforts in maintaining sewer lines were ongoing during 2013; there were 17 sewer blocks. The department would like to remind residents to be considerate of what is put into the waste system. Non bio-degradable items such as paper towels, handi-wipes, rags, etc. are the largest blockages. The Infiltration & InFlow (I & I) Study was completed and a five year program has been implemented which identifies problem areas in the Sewer Collection System. This program will be ongoing and is mandated to meet our NPDES Permit for the WWTP.

WASTEWATER TREATMENT PLANT

The Wastewater Treatment Plant is responsible for ensuring that all effluent discharge into the Assabet River meets or exceeds all EPA and DEP requirements and the Town of Maynard has maintained compliance with all EPA and DEP mandates.

Operation of Treatment Plant

In January, 2011, the Town hired Weston and Sampson Services to provide a contract manager to manage the treatment plant and the employees at the treatment facility. The Town renewed the contract with Weston and Sampson Services for 2013. The facility continues to be managed in an efficient manner with additional areas being addressed. Since the clarifier has been back in operation which allowed the Town to shut down the Co-Mag tertiary treatment process in November for the winter, a new monthly report program utilizing the new SCADA computer system was implemented. This reduces the amount of time required to prepare the monthly discharge monitoring reports to the State and EPA. Additional improvements have been made in solids handling, which has further reduced the Town's sludge disposal costs.

The new Co-Mag tertiary treatment system continues to meet all levels of expectation and meets all the discharge limits as set forth in the Town's discharge permit as issued by the State DEP and the EPA. The Town continued to meet the limit for phosphorus of 0.1 mg/l. The 60 day average for total phosphorous was 0.07 mg/l. The Biological Oxygen Demand (BOD) and Total Suspended Solids (TSS) removals are at 99% and 99% respectfully. The Town's discharge permit requires a minimum removal. The Town's discharge permit requires a minimum removal efficiency of 85%. The facility continues to pass the quarterly toxicity tests that are conducted on the treatment plant's final discharge to the Assabet River.

A summary of the monthly flows from 2011, 2012 and 2013 are as follows:

	<u>W. W. T. P. Recorded Flow in Gallons</u>		
	2011	2012	2013
January	24,350,000	33,270,000	26,695,000
February	26,666,000	28,688,000	23,935,000
March	56,844,000	30,073,000	40,163,000
April	42,176,000	28,168,000	30,306,000
May	34,879,000	29,993,000	26,890,000
June	29,478,000	27,297,000	38,290,000
July	26,813,000	23,829,000	26,999,000
August	28,421,000	23,968,000	23,808,000
September	31,910,000	22,901,000	22,703,000
October	38,522,000	24,937,000	22,687,000
November	38,327,000	24,465,000	21,732,000
December	39,912,000	25,584,000	23,952,000
Totals	418,297,000	323,233,000	328,160,000
Daily Average	1,102,526	885,570	899,068

The Department of Public Works would like to thank the Board of Selectmen, Town Administrator, Department Heads, Fire and Police Departments and all of the Town Employees and Officials who have helped the Department of Public Works over the past year. A special thank you to the men of the Department of Public Works for all the work they do day -in and day-out to make Maynard a safe community.

SUPERINTENDENT OF SCHOOLS
DR. ROBERT J. GERARDI, JR.

Mitchell D. Chester, Ed.D. the Commissioner of Elementary and Secondary Education in Massachusetts has recognized Maynard High School as a 2013 Massachusetts Commendation School. Maynard was one of only 48 school recognized for its high achievement, high progress, and narrowing of proficiency gaps in 2013. This is quite an honor for Maynard Public Schools!

Maynard High School students now have more opportunities than ever. We are sending our first exchange students to India for a three week program this spring. We are in the process of establishing a sister school in China. Students are in their second year of having the opportunity to attend concurrent Maynard High School/Massachusetts Bay Community College courses that will save their parents money. Maynard students will also have an advantage of having college credit credentials on their college applications. We have created partnerships with community members to provide our seniors with opportunities to practice interviewing before they go to work or college interviews. Our Maynard High School graduates are more college and career ready than they have ever been. And that is saying a lot for those who know the history of excellence at Maynard High School!

Success is contagious and this year I would like to again acknowledge formal and informal leadership in the Maynard Public Schools. Formally, our administrative ranks have been strengthened with the addition of two administrators. Carrie Duff came to us highly recommended from the Francis W. Parker Charter Essential School. Her new post in Maynard is as assistant principal of the Fowler School. She has already shared with us charter school best practices and brings a very child centered approach. Deborah Bresnick came to fill the post of assistant principal at the Green Meadow School. She came highly recommended from the Natick School System with experience in alternative assessments.

In addition to the formal leadership, we continue to see teacher leadership expand. At Maynard High School, Mike Waldron has been a pioneer in the use of technology for blended learning. Sandi LeBlanc, is also an instructor for The Virtual High School (a Clock Tower Company) and as a result of her work, fifty online courses are offered for students at Maynard High School. These courses provide our students with opportunities to take unique high level courses that are not offered at traditional high school. At Fowler Middle School, Mark Sinopoli voluntarily runs an after school Math Club as well as a Math enrichment period for the fifth grade students exceeding standards in addition to his 7th grade course load. Kristy Gulezian has been leading the way with Mark Sinopoli on the use of data to improve instruction. Deb Roussell, the outstanding Fowler Science teacher and coach was awarded the MIAA Distinguished Service Award. At Green Meadow, Gayle Mara continues to provide dynamic Natural Science instruction and invites creative naturalist educators like Clair Walker Leslie and members of the Audubon Society to explore and write about our vernal pool habitat located behind the school.

I am excited that the Maynard Public Schools are achieving our vision for all students to achieve their full potential in an interconnected technological world.

MAYNARD HIGH SCHOOL
Charles Caragianes, M.Ed., Principal

This past June the graduation of the class of 2013 was held outdoors at Alumni Field under perfect weather conditions. The weather outside spurred on a joyous ceremony for the 59 assembled graduates and the large crowd of family and friends there to support them. The class of 2013 also had the honor of being the final graduating class from the previous building at Maynard High School.

Class Valedictorian Ashley Ascencios and Salutatorian Stephanie Wasiuk were among the 98% of graduates going on to further education; 84% to attend four year colleges and 14% to attend two year colleges or specialty schools. Graduates of Maynard High School went on to schools such as Harvard on full four year scholarships, as well as the University of North Carolina, Northeastern, Syracuse, Hofstra, LaSalle, Bentley, Assumption, Wheaton, Hobart and William Smith, Quinnipiac Emerson and the University of Massachusetts at both the Amherst and Lowell campuses as well as many more.

Eight members of the class of 2013 participated in Senior Project presenting rigorous research, summaries of community outreach and interaction, and projects for juried review.

In 2013, Maynard continued to make strides in raising academic standards and improving student performance. There were 76 students enrolled in advanced placement courses and they collectively took 110 AP exams to determine if they were eligible for college credit. Sixty six point three percent (66.3%) of students scored “3” or better on at least one AP exam qualifying these students to receive college credit. Ninety eight percent (98%) of students taking the MCAS Physics test passed the test. MCAS results in English and Mathematics were very strong with 95% of students scoring proficient or advanced in English (ahead of the statewide rate of 91%) and 87% of students scoring proficient or advanced in Mathematics, well ahead of the statewide rate of 80%.

The Virtual High School Program continued to offer the opportunity for online courses. Started during the 2012-2013 school years and continuing on into the 2013-2014 school years, students at Maynard High School also take courses for college credit through MassBay Community College. In the after school hours, a homework club and tutoring assistance from members of the National Honor Society helped to support student learning. MCAS tutoring was provided for students at risk of not achieving a competency score.

The 2013-2014 school year began with the occupancy of the new state-of-the-art Maynard High School. Finish work, the demolition of the old building and landscaping continued through the fall and early winter and a highly successful Ribbon Cutting ceremony was held on December 7, 2013 with dignitaries from across the Commonwealth joining in the celebration.

The 8th grade joined Maynard High School for the 2013-2014 school years with 106 students. The successful integration of a whole new grade level is a testament to the dedicated team of teachers that came over to the high school including: Marlene Coleman, Rita Murphy, Sean Conway, Liz Lingener and Olga Doktorov.

In the fall of 2013, IPADs were issued to all students and staff at Maynard High School who did not already have a school issued IPAD from the previous year. Maynard High School is now a complete 1:1

technology environment with digital projectors, a Wi-Fi net, and streaming capability in each learning space that places the new Maynard High School at the cutting edge of 21st Century educational environments.

Maynard High School continues to support academic achievement through student recognition. The National Honor Society inducted fourteen new members in November bringing total membership to thirty-five. Additional means by which the high school recognizes academic achievement is the posting of quarterly honor rolls, through a Student of the Month recognition board, through “Shout-Outs” during daily announcements, through newsletters, and through state and national achievement awards.

The 2013-2014 school year saw Mr. Charles Caragianes enter his second year as Principal ably supported by Assistant Principal Purnima Vadhera, and welcomed MHS graduate Maggie Jones (Science), Nick Pileeki (Special Education), and Dalia Rabinovich (World Languages), to Maynard High School.

The Maynard High School Site Council has reformed under state guidelines for the 2013-2014 school year. The School Site Council includes five teachers, five students, five parents and two community members to date with Mr. Caragianes as Chair. This advisory body will allow for broad teacher, community, parent and student input into school policy making decisions. The High School PTO remains active and supportive in a variety of activities.

WAVM students continued to keep the public updated in all phases of their radio and television broadcasting by filming the construction of the new high school with a link to the video on the school website, parades, church services, concerts, graduation, sports, and school and Town programs. The Beacon Santa Telethon, held in December, raised over \$36,000 for families in the area. Over the history of the Beacon Santa Telethon, \$949,000 has been raised and the 2014-Telethon will be a drive for the \$1,000,000 mark. In the spring, the station hosted its annual community day event, which invites members of the community to be “DJ for a Day.” The May banquet was a tremendous success and started a fun filled weekend for the entire WAVM team.

The Maynard High School music program has been very busy this past year as it completed another successful quadrennial visit to Disney for a series of music competitions. Many public performances were held here in Maynard including: a Winter Concert, Spring Concert, Pops Night, Solo and Ensemble Night and Caroling for the Town. The band marched in the Memorial Day Parade, Veteran’s Day Parade, Little League Parade, and Christmas Parade. They also performed at home football games. The musical "Beauty and the Beast" is now in rehearsals and will be the first school musical staged in the tremendous new MHS Theater – date in March of 2014.

The Maynard Athletic Department has continued its tradition of success. Highlights include:

- The athletic department continues with its Facebook and Twitter page, as well as a website which enhances communication with parents and the community.
- Maynard continued a Wrestling cooperative with Nashoba and Clinton.

- The Maynard-Bromfield Football team finished their third season 7-4. They also hosted the first Thanksgiving Day games at Alumni Field in 5 years and celebrated a victory over traditional rival Clinton High.
- In the fall of 2013, the Girls' Soccer, Boys' Soccer, Girls' Field Hockey and Boy's Football Teams all qualified for their respective MIAA tournaments.
- In the fall, nineteen student-athletes were named league all-stars, one was named league MVP, six were named Central Mass all-stars, and one was named an All-State athlete.
- Both the Boys' Basketball Teams qualified for both the MIAA and Clark tournaments.
- In the spring, the boys will again co-op with Bromfield for lacrosse, the girls will continue a rugby co-op with Lincoln Sudbury and a lacrosse co-op with Bromfield.
- Both Girls' and Boys' Track programs look strong and should be vying for league titles.
- The Maynard High Baseball Team will be back on its home field behind the high school this spring and the Girls Softball Team will be sporting new uniforms.

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.

Maynard High School students continue to participate in a variety of extra-curricular activities beyond sports including: Peer Leadership, Best Buddies, Future Teachers, Student Government, International Club, School-To-Career, Math League, the Anima Club, the Green Club, Mock Trial and our new Baking Club.

With the new building now complete and occupied, the community of Maynard High School is now racing forward with an array of academic, civic and social goals designed to serve the educational needs of our students now and in the future to the benefit of the entire Town of Maynard.

Last April, WAVM members were honored to receive first place in the annual National Television Arts & Sciences New England Student Awards for their news story on the old Maynard High School leaking roof.

WAVM started the new school year in a brand new state of the art television/radio studio complex. WAVM radio purchased new equipment and, with its increase to 500 watts, listeners within a 30 mile radius can hear WAVM student's broadcasts.

The annual Telethon raised \$32,600. - the largest amount in eight years. New television shows were added to the already packed cablecast schedule. A show with the new Police Chief airs regularly to keep the public informed of issues in Maynard.

WAVM enrollment reached nearly 125 members this school year.

WAVM held its annual banquet, for the first time in many years, at the old High School - a fitting end to the building where it originated back in 1974.

WAVM radio continued its radio broadcast of Sunday church services, Maynard Fest and, for the first time, broadcasted *live* from downtown during the Annual Halloween Trick or Treat.

The following is a list of some of WAVM's activities and radio/television shows produced:

Selectmen and School Committee coverage

High School Sports, Concerts, etc.

Graduation & Awards Ceremonies

Fowler Science Fair

Boys Club Videos

Cub Scout Tours

Mother/Son Jammin' Fun

Father/Daughter Dance

Live television shows: Critics Chair, Dining Diva's, BLT Sports, Manly Cooking

WAVM provided A/V services for Town Meetings, Fowler School Concert, Memorial Park Christmas Lighting Ceremony, etc.

Community Broadcast Week where teachers, parents, police, and the community members take over the air waves for one hour with one of our student techs.

**MAYNARD HIGH SCHOOL
CLASS OF 2013**

* + x	Asencios, Ashley		Landry, Paige
	Blair, Kayla		LaRosa, Michael
	Boyd, Nicole		Leache, Jared
	Bragg, Madison		Lee-Amato, Nathan
	Cignotti, Alyssa		Lees, Ashley
	Corbett, Mikaela	m	LeSage, Colby
	Dao, Vivian		Llanos, Brandon
	Dee, Alyssa	+	Luciano, Sierra
	Dineen, Catherine	+ m o	Lyons, Clayton
	Dismuke, Thalyn		Magnuson, Anna
+	Doucette, Emily		McCabe, Robert
x	Eckles, Nathaniel		Nunes, Vanessa
	Falco, Robert		O'Callaghan, Emily
+ o	Fitzgerald, Michael		Panetta, John
+	Flynn, Christopher	m	Quinn, Andrew
+	Fuerst, Kevin	+	Rhodes, Hanna
	Goguen, Corinne		Rico, Jennifer
	Gorgone, Victoria	x o	Rocheleau, Danielle
o	Grierson, Brandon		Russo, Taylor
	Hayum, Olivia	+	Scuoteguazza, Lindsay
	Hoff, Matthew		Sherman, Sarah
+ x o	Hunter, Melanie	o	Sherr, Rebecca
	Hurley, Margaret	+	Stevens, Thomas
o	Jaillet, Daniell		Sweeney, Taylor
+	Jordan, Michael	+	Thraen, Maggie
+	Kapsimalis, Taylor		Vernet, Francesca
+m	Kiley, Matthew		Vilimaitis, Alex
+	Kutlowski, James	** +	Wasiuk, Stephanie
+	LaBarge, Katherine	m	Wood, Timothy
	LaHair, Alex		

* Valedictorian x Best Buddies m Mentors o Senior Project
 ** Salutatorian + National Honor Society

FOWLER SCHOOL

Jeff Mela, Principal

The 2013 annual report of Fowler School provides an overview of the successes and improvement efforts that we share as a learning community. The goals and objectives outlined in our School Improvement Plan guided our decision making and action steps to improve student learning at Fowler. Areas of focus include strengthening Math and Literacy instruction and alignment with the Common Core State Standards, developing shared leadership capacity, and facilitating effective communication and positive relationships with families.

Fowler staff focused on Differentiating Instruction (DI) enabling ALL students to access curriculum and learning. Professional development and coaching was provided to teachers on DI to help them best meet the needs of the students. Teachers utilized a variety of models for differentiating instruction and implemented Intervention time to teach specific skills and monitor student progress.

School culture reflected a collaborative and shared effort to always seek growth and improvement as demonstrated in our staff meetings, team meetings, and professional development. Common Planning Time (CPT) meetings focused on accountability, use of data, establishing grade level norms, and identifying student needs in a professional learning community. Faculty meetings concentrated on best practices, using data to inform instruction, and identifying examples of student learning and teacher instruction.

Initiatives

- Introduction of *The Daily Five* as a structure for DI
- Intervention Time/Menu of Assessment Tools
- Renaissance Assessment (using real-time data to inform instruction)
- Implementation of the Six Common Core Units of study in ELA
- Data Team/RTI Planning (creating a plan for future)
- Creation of the leveled library/teacher resource center
- Peer Observations/Critical Friends Group

Professional Development

- Differentiated Instruction Whole Staff Training
- Offer First Steps in Mathematics-Number Course-Fall 2013 + Winter Sessions 2014 (K-8)
Provide follow up workshops focused on linking assessment, teaching and learning
- School Based Collaboration (ELA/Math): Differentiated Instruction Models-Guided Math/Reading
- Utilize the Literacy/Math coaches to provide embedded professional support and collaboration time with teachers
- DRA Training for reading teachers by Donna Dankner to build on reading foundations and assessments used at G.M.
- Renaissance Training for Staff

Fowler offered a range of diverse extracurricular activities for the students: Talent Show, School Sports, School Play, Yearbook, Band and Jazz Band, Arts and Academics Program, School Dances and Socials, Chorus, and WAVM. These opportunities allowed students to be involved at Fowler outside of the classroom. Fowler teachers sponsored events such as McTeacher's Night, Fowler Fair, and Family Fun Night as a way to raise money and develop positive connections with students and families.

The Fowler Band concluded its concert season in May with a Gold Medal performance at the Great East Festival in Agawam, MA. The Fowler Band has earned Platinum or Gold Medals for the last 11 years. Adjudicators recognized the student's mature ensemble sound, technical facility, and very high level of musicality during a clinic following the performance. This event is made possible each year through the substantial efforts of the Maynard Music Association.

Students in Grades 4 and 5 continued their study of piano in the Yamaha keyboard lab. Fowler School is one of the few elementary/middle schools statewide to offer the Yamaha MIE keyboard program joining musical skills with interactive technology software. Grade 4 instrumental students offered their first band concert in June and prepared to join the intermediate ensemble in the fall.

This has been an exciting and fun year in fourth grade. Students have been working diligently on the mastery of their multiplication facts, a foundation for years to come. The fourth grade has extended these skills in the study of long division, geometry, measurement, and fractions. In literacy groups, students have studied both fiction and nonfiction texts, producing writing that incorporate the skills they have learned in their reading. Students are working on questioning, predicting, summarizing, and identifying key features of the texts they are reading in small groups. Through the use of the Daily 5 structure and the natural incorporation of science and social studies, the students are seeing significant connections to the world around them. Students visited the Museum of Science and met Ben Franklin during a presentation, rounding out an exceptional year of learning.

Fifth grade students have enjoyed a busy year! In the fall, Drumlin Farm visited with a number of wildlife creatures that live in the area including a mallard and turtle. The focus of the visit was around the ecosystems of the New England area. Following the visit, students took a trip to the Assabet River to examine samples of the water and take a close look at the microorganisms in the river. This winter, 5th graders visited the Christa McAuliffe Challenger Center, where they simulated travel to Mars. Thanks to the problem solving skills and great team work of the students, everyone returned to Earth safely! In addition to these exciting field trips, students have been hard at work within the classroom. With the introduction of the Common Core, students have been reading and discussing a number of complex fiction and nonfiction texts. Thanks to the new Renaissance Program, we assessed student progress in both Reading and Math. Using this data, students had the opportunity to work in flexible groups based on skills and achievement. Maynard Pride Week takes place at the end of May and students will enjoy the opportunity to tour their town and take an in depth look at the rich economic and historic background of their home town.

Sixth grade students worked diligently on their writing skills, experienced and practiced several genres and spent time learning the process of the Writer's Workshop model. The Intervention period in the daily schedule was used to provide further support in Math and ELA based on students' needs determined by MCAS, Renaissance test results report cards, and teacher reports. Teachers utilized professional development opportunities to coordinate units of study to support student learning across

the content areas. Test taking strategies, organizational strategies, and answering open response questions were modeled and practiced in all classes. Students participated in a field trip to the North Shore Music Theater to see A Christmas Carol. This was a dynamic production that brought the literature to life for the students. Students look forward to the speaker, Watana Eang, who will speak to the students about his experiences growing up in Cambodia under the regime of the Khmer Rouge.

Seventh grade students started their year with the traditional week-long field trip to Nature's Classroom in Becket, Massachusetts. The students engaged in experiences that taught them social skills such as responsibility, problem solving, teamwork and communication. Classes generally took place outside and connected to Math, Science, ELA, Technology, Wellness, History, and Art. The students' experiences at Nature's Classroom were discussed throughout the 7th grade year and are remembered by students forever.

Back at Fowler, teachers continued to work towards implementing the Common Core State Standards and also refining their instructional practices and assessment with respect to the school goal of Differentiated Instruction. New this year at Fowler is the addition of the Spanish program, which affords students the opportunity to begin studying a foreign language before entering high school.

The teachers are also continuing to use data to improve instruction. At the beginning of the year, students were surveyed in order to learn more about multiple intelligences and organization/study skills. This information was used to present information to the student about how to realize the different ways they might learn best and how to take advantage of that. Students were asked to consider this on their Nature's Classroom trip and there was reflection time afterwards.

The teachers also continued to target students for enrichment and remediation with each academic content area based on MCAS results, STAR Math Results, STAR Reading results, and demonstrated interest in specific topics. The goal of the "interventions" is to promote learning, achievement, and increased interest in various topics that will lead to a student's increased academic success. Some of the topics involved Spanish Culture, Debate, Video Production, Science of the Human Body, and Advanced Number Theory.

I would like to extend my sincere appreciation to the members of the PTO and the School Improvement Council for their hard work, guidance, and support. Thank you to Sue Hines, Justine St. George, Sandra Liu, Tom Babian, Barbara Chautin, Susan Peterson, Debi Hobbs and Joelle Bottasso. Fowler thanks the school committee, parents and the community for their continued support and involvement.

GREEN MEADOW SCHOOL
Donna Dankner, Principal

Green Meadow School is committed to providing students with a challenging and supportive learning environment that meets the needs of all learners with a focus on developing 21st century skills. Currently our community consists of over 500 students in preschool through grade three. As we look to the future, our school continues to thrive with increased enrollment at all grade levels.

Through an ongoing focus on challenging standards set in the common core curriculum and high quality instruction, we are able to maximize the learning of each student. We provide students with a rich and comprehensive academic curriculum while developing their skills as communicators, collaborators, and creative strategic thinkers. Enhancing and supporting each student's development as effective readers and writers is the goal of our comprehensive literacy program Writers' Workshop, based on Lucy Calkins Units of Study. It has been firmly established as the core writing program, enabling students to effectively convey their thoughts and ideas with clarity, complexity, and voice. Students have become adept at identifying characteristics of high quality writing, enabling them to write effectively in different genres. They have also learned to revise and edit their work in preparation for publishing and presentation to an audience. Completed student writing is shared and celebrated with families and peers, therefore, strengthening the home school connection.

Through balanced literacy, teachers provide targeted small group instruction through Guided Reading with the goal of developing fluent and strategic readers who understand complex text. Using a range of texts on students' individual reading levels, teachers differentiate instruction to focus on the specific skills and strategies needed to be effective readers. Students develop extensive fluency, comprehension and critical thinking skills to understand and navigate a range of genres. Focused conferences with teachers further support each student's skill development by providing specific scaffolding and instruction to maximize understanding. Individualized spelling programs combined with comprehensive word study further supports this goal by enhancing fluency and vocabulary. Students are learning not only to decode words but also to derive meaning from print enabling them to understand increasingly complex text.

In math, students continue to develop a strong number sense which supports their understanding of mathematical concepts, enhancing strategic thinking skills and problem solving abilities. Through the support of a math coach, teachers engage in professional development and guided collaboration to align curriculum and plan challenging lessons to deepen students' mathematical understanding and problem solving skills. Classroom instruction centers on inquiry based learning and rich discussion as students develop their knowledge and skill as mathematical thinkers.

Through social studies and science, students learn to understand and negotiate the world around them. Art, Music, and Physical Education extend their curricular experiences while broadening their understandings. Technology, creativity, and collaboration are infused in all curriculum areas, continuing our commitment to developing 21st century skills. Analysis of student assessment data in all areas helps us determine instructional needs, planning engaging and enriching lessons that foster student growth and skill development. Our instructional focus is the enhancement of content knowledge while developing the higher order thinking skills that will maximize student achievement.

Progressing toward the goal of creating 21st century learners, Green Meadow School continues to expand the Spanish Immersion Program. The program was established during the 2012-2013 school year and has continued with a second kindergarten cohort during the current school year. The 2013-2014 school year also saw the extension of the program to include a first grade class and will continue with the addition of a second grade class during the coming year. In each Immersion classroom, all academic content and classroom conversation occurs in Spanish; helping students develop language proficiency by being immersed in a second language. As the program grows, additional classes at different grade levels will be added to enable students to continue this exciting educational experience.

Green Meadow continues to be a vibrant learning community. We are fortunate to have committed and dedicated staff members who engage in ongoing professional development to foster the sharing of ideas about instructional strategies and exploration of curriculum initiatives. They focus on assessment, and collaboration with colleagues to continue to provide high quality instruction that meets the needs of all students. In support of this objective, we continue to enhance the Integration of Technology into the curriculum. Smart Boards or interactive whiteboards, document cameras, net books, and laptops have become integral components of classroom instruction and provide opportunities to extend the curriculum. In addition, students are exploring ways to integrate technology into their daily learning providing immediate assessment information for instructional planning as well as creating digital presentations of current knowledge that extends learning and addresses differing learning styles.

Establishing a strong home school connection is an important focus at Green Meadow School. We offer a series of parent programs and discussions to enhance communication and address topics of interest. A series of parent coffees during the day and discussions during the evening offered opportunities to explore important topics and have ongoing conversations about each student's school experience and learning objectives. Discussions such as *Friends and Foes* explored ways for students to create respectful relationships as a means of establishing and maintaining friendships. Parent coffees continue throughout the year, offering multiple opportunities for families to share ideas and information through participation in these important discussions. To further enhance communication with families, teachers have developed websites to provide information on curriculum, instruction, and special programs. We also continue to offer family programs such as *Bingo for Books* that highlight the school year and offer opportunities to share learning with the Green Meadow Community.

We are very fortunate to have the ongoing community support. Through an active and productive PTO and a dedicated Enrichment Committee, our students enjoy a wide range of programs that extend curriculum and introduce new experiences. For example, this year students learned from paleontologist Greg Wenzel, explored Vernal Pools with naturalist Erica Whitworth as well as increasing their understanding of magnets through a program from the Museum of Science. The PTO also funds transportation for fieldtrips that support and extend curriculum. Each year highly successful annual fundraisers, such as the magazine drive, the box tops collection, and the Green Meadow Auction, provide the PTO with the funding needed to support the school. Also, our active school council worked diligently to revise and update our school handbook and develop a comprehensive School Improvement Plan to reflect our curriculum initiatives, commitment to community and core values.

Our core values, *We are Safe, We are Kind, We are Learners*, form the basis of a vibrant and respectful learning community in which all students are valued and supported. Collaborative learning, challenging curriculum, and high quality instruction are characteristic of the Green Meadow Community. We

appreciate the important role of each **individual as well as the contributions and efforts of all members of the community that enrich our school and enhance the education of our students.**

EXCEL – BEFORE AND AFTER SCHOOL ENRICHMENT

“Excellence in Care, Enrichment and Learning”

LOIS V. COHEN, DIRECTOR

The EXCEL Program is a tuition-based before and after school program for children in kindergarten through grade eight, operated under the auspices of Maynard Public Schools. There were 192 students enrolled in the past year with a dedicated staff of twenty-six part-time and full-time teachers, college students, high school students and volunteers.

Professional development for all EXCEL staff included pediatric/adult first aid and CPR. 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. Secondly, EXCEL continues to work with Child Care Resource Center, Inc. of Worcester, a child care resource and referral program, in order to provide affordable child care for eligible families.

The entire program spent the summer housed on the second floor of Fowler School during the renovation or carpet removal at Green Meadow School. The children were kept as cool as possible with minimal air conditioning and fans.

Special theme programs were offered on early release days and February/April school vacations in 2012. An eight week summer enrichment program with weekly themes was available to children in kindergarten through grade eight. Morning, afternoon or full day programs were offered. Field trips and special events included: Canobie Lake Park, Breezy Picnic Grounds & Waterslides, Discovery Museum, Knucklebones, Beaver Brook Reservation, Purgatory Chasm, Lazer Zone, Harvard Bowling Lanes, Museum of Science, Freedom Trail Tour, Pawtucket Red Sox Games, Boston Light, Dolly Madison (story teller), Healthy Ideas Program at Stop & Shop, Wachusett Mountain Reservation, Southwick’s Zoo, Zoo New England, Maynard Public Library, Altitude Rocks, Glowgolf, New England Aquarium & Omni Show and Duck Tours.

Spanish and French after school classes were arranged through Global Child, a world language organization, at a separate tuition for students at Green Meadow School (grades K-3). Chess Wizards (grades 1-8) and Wicked Cool for Kids Science (engineering, grades 1-3) classes were offered during the spring and fall.

EXCEL sponsored drum classes offered through Rhythm Kids this past spring and fall. These classes emphasize movement, exercise, drumming and cultural activities for Green Meadow students in grades K-3 at a separate tuition.

Family Stories through Art, was offered to third graders at a separate tuition with the instruction of Sharon Santillo, art teacher at Green Meadow School. The project involved research, painting, cutting, gluing, telling and writing, in order to publish a book about a family or family member. The project ended with an evening shared reading session and a party with parents and relatives.

The Fowler After School Chorus, sponsored by EXCEL, was offered to students in grades 4, 5 and 6 at a separate tuition, under the direction of Jennifer Lilley, music teacher at Green Meadow School. Forty-two students participated in one-hour weekly sessions and evening concert performances.

EXCEL at Green Meadow School provided before school (7:00 a.m. to 8:30 a.m.) and after school (dismissal to 6:00 p.m.) enrichment/care for kindergarten through second grade. The cafetorium, gym, and two classrooms were utilized daily. Due to space constraints, third graders were housed at the Fowler School cafeteria and participate in mandatory Homework Club every afternoon. Children in kindergarten through grade three were offered a choice of activities including field trips, reading, cooking, arts and crafts, indoor/outdoor games, science projects, music and quiet time within a theme-oriented curriculum.

The Fowler After School Club (FASC) is located in classrooms on the second floor of Fowler School for students in grades four through eight (dismissal to 6:00 p.m.). The program included supervised homework time with access to computers, crafts, cooking, sewing, community service projects, sports, guest presentations and field trips.

Information about the program: phone 978-897-8021 or e-mail: excelfasc@maynard.k12.ma.us.

Annual Report of the Maynard Finance Committee 2013

Submitted by Peter Campbell

Pursuant to the Town Charter, the Finance Committee reviews all articles presented on the warrants for annual and special town meetings. The Committee prepares written recommendations, and explanations of those recommendations, for each article. The Finance Committee also holds at least one open hearing before each town meeting to receive comments from town residents and to explain the Committee's recommendations.

The Finance Committee analyzes the Annual Town Budget prepared by the Board of Selectmen to verify that it is balanced; that it is consistent with established goals; and that it provides value to the Town. The Finance Committee also oversees the Reserve Fund, which is used to fund unanticipated expenses.

Overall, the philosophy of the Finance Committee is to promote accountability among the Town's departments in management of their operating and capital budgets.

Members:

The Finance Committee has seven members. Members are appointed by the Town Moderator for three year terms. As of December 31, 2013, the following volunteers were serving on the Finance Committee:

PJ Gauthier
Eugene Redner
Bob McCarthy
Peter Campbell
Jennifer Gaudet
Justin Cole
Don Rowe

Peter Campbell serves as the Chair, Justin Cole serves as the Vice-Chair, and PJ Gauthier serves as the Secretary.

2013 Activities:

The Finance Committee meets regularly on the second and fourth Monday of the month and also schedules special meetings as necessary. The Finance Committee held approximately 25 meetings in 2013. Some of these meetings were held during town meetings in order to render official votes and conduct official business during the proceedings. The Finance Committee held open hearings prior to the Annual Town Meeting in May 2013 and the Special Town Meetings in May and October 2013. Finance Committee members participated in several joint meetings with the Board of Selectmen and the School Committee. Committee members also volunteered additional time to manage special projects and to serve on sub-committees in conjunction with other boards and committees.

In February 2013, the Finance Committee participated in the Annual Joint Budget Review Meeting. This half-day meeting is an opportunity for the Town's Administrator, Department Heads and representatives from Boards and Committees to present and discuss their proposed budgets for the upcoming fiscal year. This annual joint meeting, designed to facilitate communication at the start of the budget development process, is mandated by the Town Charter (Section 6-5(a)).

The main focus of the Finance Committee for the first half of the year is to review the proposed Annual Town Budget for the upcoming Fiscal Year. Specifically, the Committee verifies that the cost of services is accurately represented and that the proposed budget is balanced. Maynard is not unique in that available resources are not sufficient to fund all the Town's capital and operating needs. Each year, the Town's leaders have to choose the priorities for that year.

Throughout the year, Committee members also met periodically with assigned department heads for budget review and updates. The purpose of these meetings is for committee members to learn budget specifics so that the Committee is better prepared to analyze reserve fund transfer requests.

Reserve Fund Transfers:

Massachusetts General Law pertaining to municipal government allows town meetings to appropriate reserve funds for extraordinary or unforeseen expenditures. By law, the Finance Committee must vote to approve transfers from reserve funds. Reserve Funds are typically appropriated at the Annual Town Meeting and are available and accounted for on a Fiscal Year basis (July 1 - June 30). Town meeting approved Reserve Funds of \$300,000 in Fiscal Year 2013.

FY2013 Reserve Fund Transfers

Date	Department	Purpose	Amount	Bdgt Bal
	Budget			\$ 300,000
07/01/12	Pension Contribution	Error in calculation of discount	\$ 10,139	\$ 289,861
07/10/12	Insurance	Budget didn't include additional amount for Police and Fire dept	\$ 20,000	\$ 269,861
08/27/12	Town Hall Renovations	Added cost of fire protection upgrades	\$ 9,000	\$ 260,861
11/08/12	Veteran's Benefits	Increase in people applying for benefits	\$ 32,000	\$ 228,861
01/28/13	Town Accountant Salary and Expense	Costs related to departure of Finance Director	\$ 35,825	\$ 193,036
01/28/13	Treasurer/Collector Salary	Position was unfilled when budgeted, budget too small	\$ 4,810	\$ 188,226
05/28/13	Elections	Senate special elections and under budgeting	\$ 15,675	\$ 172,551
05/28/13	Fire Salary	New contract costs and sick leave buy back	\$ 50,000	\$ 122,551

Maynard Historical Commission Annual Report for 2013

The Maynard Historical Commission met in formal session nine times in 2013. The Commission was fully staffed during 2012. With one exception, all members attended at least two-thirds of meetings.

The Commission:

- Completed replacement of the Glenwood Cemetery perimeter fence with an historic replica built and installed by MassCor Industries, assisted by Maynard DPW. Replacement of the receiving tomb fence and landscaping is scheduled for spring 2014. This activity is supported with CPA and Perpetual Care funds. In addition, a sign purchased with Commission funds will be installed noting the National Register status of the Cemetery.
- Using a CPA grant, completed refurbishing of historic 1871 balance, weights, measures and cabinet which is now on display in the Library. Educational materials are being prepared.
- Received preliminary approval of a CPA grant for updating of MACRIS property inventory, last done in 1999. Applied for a Cultural Council grant for a “Maynard, Then and Now” photograph exhibit to be presented at Roosevelt Library in spring 2014.
- With the support of current owners of the properties, Historic Markers have been placed on the Christian Orthodox Church on Prospect St. and the William B. Case building (Outdoor Store) on Nason St.
- Established permanent Commission email address histcom@townofmaynard.net
- Two Commission members attended the Mass. Historic Preservation Conference.
- Distributed over 500 copies (total) of five self-guided walking tours emphasizing historic properties in Maynard. Brochures are available at the Library and Town Hall and 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. Joined Freedom’s Way Heritage Association to gain access to their resources.
- Established an expense payment policy for the Commission requiring that a quorum of members sign all payment authorizations. Town accountant notified.
- Updated the Commission’s five year plan.
- Certified Local Government (CLG) status for Maynard was explored. Since its prerequisite is having a local historic district, pursuit of CLG status with the State is not a current goal.
- Secured a file cabinet for its records at Town Hall.
- Steve Wood, a volunteer, began researching National Register Status for the mill.

Respectfully submitted,

Jack MacKeen, Chair

Lee Caras

Peg Brown

Ellen Duggan

Dave Griffin

Maynard Golf Course 2013 Annual Report

The past year has been a busy and successful one for the Maynard operation. We kicked off the new golf season with the creation of a new logo for Maynard Golf Course. The course itself weathered the winter well; a few minor fixes to the irrigation system, aeration, and topdressing, along with some heavy work with course cleanup from the grounds crew were all that was needed to get the course ready for spring play.

Our junior programs and men's League exhibited healthy growth year over year. Through our partnership with the Boy's and Girl's Club, we were able to expand our junior lessons, clinics and league programs and look forward to continued expansion in future years to come. During the summer we got the well field in the woods to the left of the 2nd hole fully functional, producing an extra 100-150 gallons per minute of irrigation water, and allowing the course to become fully independent from the town water supply. Play was solid through the summer but marginally hurt by the wet weather in June and extremely hot weather in July. We battled some heavy disease conditions and heat in July, but overall course conditions survived very well. The Pro Shop was fully stocked and the new logo was added to the merchandise. Friday night's we offered dinner and entertainment, a sample night included prime ribs, baked potato, and acoustic guitar.

Play increased in the months of August and September, showcasing what the operation is capable of with good weather and good conditions. The Maynard PGA Junior League and the Maynard high school golf team met throughout the summer and fall respectively, for fun and competitive play. With hard work by the grounds crew course conditions improved beautifully thru the fall.

The club continued to perform strongly through the end of the 2013 season as a result of continuing good weather and conditions; public play and resident interest is an especially strong growth area. We added a 55 gallon rain barrel to collect the runoff water from the clubhouses roof to use for watering of the plants around the clubhouse. As the season slowed down, we offered a Maynard Town Appreciation Day at the golf course in October, offering free play for Maynard residents and town employees in an effort to give back to the community, and to increase our exposure to the residents of what a wonderful piece of open space the golf course is in the Town.

We would like to thank everyone who has given input and praise throughout the 2013 golf season. Thank you to our season pass holders for their continued support, and the town and its residents for contributing to the great environment surrounding our operation. We look forward to the 2014 season and the opportunities it presents.

Kevin Osgood

President, Sterling Golf Management, Inc.

2013 Annual Report of the Maynard Housing Authority

To the Honorable Board of Selectmen,

Herewith is the report of the Maynard Housing Authority for the year ending December 31, 2013.

At this time the Authority's three elderly and handicapped developments are fully occupied; Powdermill Circle (fifty-six units), Concord Street Circle (fifty-six units) and Summerhill Glen (thirty units). In 2013 there were seven new tenants at Powdermill Circle and seven new tenants at Concord Street Circle.

The HUD Low Rent Family Dawn Grove (thirty-two units) is also fully occupied at this time. There were two new tenants that moved into this development in 2013.

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.

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 Primiano, Chairman
C. David Hull, State Appointee/Vice Chair
George Hardy, Treasurer
Robert Subick, Asst. Treasurer
Judith Peterson, Secretary of the Board

2013 Annual Town Report Of The MAYNARD CULTURAL COUNCIL

Maynard's Cultural Council is part of a State network of 335 local councils that serve every city and town in the Commonwealth. The Maynard Cultural Council's mission is to support public programs that promote access, education, diversity, and excellence in the arts, humanities, and interpretive sciences within the community. This is accomplished by re-granting lottery funds received through the Massachusetts Cultural Council (MCC), in accordance with their guidelines, to individuals and organizations that will present their programs in our community or local area.

Maynard's Cultural Council funds a variety of programs each year such as concerts, festivals, theater, dance, music, film, school programs, school field trips, lectures, and more. The cultural programs are appropriate for diverse age and interest groups; they take place in libraries, parks, in Town, schools, community centers, and wherever communities come together. Whenever possible, we give priority to projects that benefit our school-aged children, seniors, and programs that address the needs of any underserved audiences.

The annual deadline for receipt of grant applications to the Maynard Cultural Council is October 15th. Grants are awarded in January after careful review by both the Maynard Cultural Council and the MCC. The Maynard Cultural Council is honored to be among the local councils in the State to have achieved and maintained "streamlined status." Criteria for streamlining include strong local procedures, a history of member training, and a clean approval record. The streamlining process eliminates numerous steps in the yearly funding cycle and speeds up local reimbursements. Grant applications, reimbursement forms, and general information are available at the Town Hall and on the MCC website.

In 2013, Maynard received a total of \$3,870 from the State to allocate for grants. We received and reviewed a total of seventeen grant applications for fiscal year 2013. Fifteen projects, with total funds of \$5,592 were approved. In 2013, the Maynard Cultural Council sponsored:

Discovery Museums, Free Fun Fridays

Emerson Umbrella Center for the Arts, Free Friday Night Fun

Fitchburg Art Museum, 79th Regional Exhibition of Art & Craft

Freedom's Way Heritage Trail, Thoreau's Footsteps

Fruitland's Museum, Centennial Anniversary Programs

Contemporary Arts International, Inc., 2014 Stone Carving Symposium

Maynard Community Band, Concerts in the Park

Maynard Historical Commission, Maynard Past & Present; Photographs through Time

Maynard Public Library, Free Summer Concert in Memorial Park

Organization for the Assabet Rivers, 6th Annual Wild and Scenic Film Festival

Robert Creeley Foundation, 14th Annual Robert Creeley Poetry Award

Maynard High School, The Marble Collection, Inc. [TMC]

Carolyn Wirth, Maynard Virtual Art Windows/New Season

In addition to its funding from the MCC, the Maynard Cultural Council raises funds through various special events. These tax-deductible funds, raised on a local level, may be used to augment the amount awarded by the State but are not restricted to state approvals.

We are thrilled that the State has increased both MCC's 2014 budget for grant funds to local cultural councils and the funding of the MCC's Cultural Facilities Program. MCC is aggressively promoting its Cultural District designation program created by the State to promote arts, culture, and tourism as economic drivers throughout the Commonwealth, and that Boston has elevated Arts & Culture to a cabinet-level position.

We invite community input to help assess local culture needs. Our monthly meetings are posted in the Town Hall and on the Town's web site - Maynard Cultural Council.

Respectfully Submitted,

Elizabeth Steiner Milligan, Chair

Membership:

Gail Erwin 2014

Andrew Kuhn 2014

Elizabeth Steiner Milligan, Chair 2015

Joyce Dwyer 2016

Erik Hansen 2016

Reya Stevens 2016

Town of Maynard FY
2013

Abbondanzio, Michael	77,857.10	Landry, Joseph P	110,542.73
Akillian-Casey, Carol A	43,448.45	Latta, Mark A	63,209.82
Asmann, Richard A	63,847.09	Latta Jr, Walter A	88,465.04
Aulenback, Ralph	21,142.42	Lawless, Angela	45,401.01
Balzotti, Gregory E	75,332.04	Lefter, Gregg A	68,989.43
Behnke, Joseph	36,094.94	Loomer, James M	10,303.62
Berard, Cathy W	29,603.66	MacGillivary, James A	73,465.44
Berlied, Thomas I	2,088.00	MacGlashing, Douglas	27,391.06
Blanchard, Lori	37,750.00	Malcolm, Mark	57,803.20
Bodwell, Daniel	40,851.72	Manley, Richard	3223.42
Bottino, Richard E	17,197.59	Maria, James V	16,504.38
Boudreau, Jeffrey W	74,901.74	Maria, Paul A	119,113.78
Boulette, Shawn F	64,048.93	Marrama, Angela M	83,202.48
Brooks, Frederick J	51,558.67	McCue, Mary B	67,418.01
Brooks, Nancy	50,076.29	Mealey, Debra	14,148.75
Budrewicz, Cheryl A	254.72	Morando, Marie	46,909.79
Byam, Erik B	9,012.97	Morrissey, Dennis	40,174.21
Byrne, Gerald	86,575.85	Morrison, Peter R	134,705.37
Colpoys, Juli-Lyn	71,181.84	Mosca, Rebecca J	58,631.64
Connors, John	10,465.99	Mullally, Timothy P	91,513.18
Corrigan, Shawn P	10,224.18	Neufell, Thomas A	157,545.38
Craven, Philip	92,458.03	Nichols, Adam A	70,950.98
Curren, Marcia	24,553.62	Noah, Bruce C	17,114.67
Currier, Marc L	66,841.80	Noble, Michael A	166,237.84
Cushing, Brian R	94,970.14	Nyholm, Karl	106,481.89
Davoll, Eric	84,448.52	Okafor, Christopher	22,730.70
Dawson, James F	111,776.61	O'Neil, Timothy	3,754.79
Dee, Marianne S	47,703.05	Pack, Jacy	11,916.25
DeMars, John	61,059.75	Palola, Tom	54,118.98
DeMars, Kenneth	25,093.00	Parker, Janine M	40,426.40
Desjardins, Craig L	75,753.07	Parr, Michael	20,350.00
Dickerson, Shawn	27,658.20	Pawluczonek, Kelly	11,376.00
Dismuke, Charles T	79,752.79	Petersen, Kevin	31,487.38
Distefano, Lucie	60,423.54	Poirier, Cheryl	51,455.26
Donahue, Zachary	38,003.00	Portnoy, Dorothy	40,173.87
Donovan, Diane	15,006.75	Primiano, John W	69,600.56
Doucette, Emily	3,149.25	Quinlan, Brian P	72,438.76
Dubois, Mark	81,471.04	Rego, Tony	4,116.68
Duggan, Stephanie E	47,796.74	Richardson, Deborah	10,148.10

Duggan, William J	80,515.14	Robichaud, Jeremy	51,652.00
Duncan, Elizabeth	2,370.00	Sahlberg, Adam	50,446.34
Ferguson, James	50,546.88	Sarvela, Walter R	8,411.08
Flood, Gerard P	18,732.68	Seeley, Richard T	104,841.54
Flood-Granat, Dorothy	1,088.00	Shaw, Glen W	9,076.25
Foster, Joseph D	88,885.77	Soar III, William H	94,206.84
Gould, Daniel	52,114.38	Sokolowski, Michelle	62,193.35
Gray, Timothy C	80,673.17	Stanley, Wayne	7,791.66
Grossman, Beth A	10,415.00	Stowers, Anthony D	107,508.45
Hakey, Patrick A	76,254.93	Sullivan, Michael J	76,530.04
Hansen, Linda	25,873.74	Sullivan, Patrick A	47,347.38
Hillman, David D	74,501.57	Sweeney, Christopher	94,096.22
Hirshberg, Scott M	1,908.00	Sweet, Kevin	99,144.14
Houle, Jeffrey	80,624.04	Thurston, Sarah	1,976.26
Howard, Denee	51,041.52	Tomyl, Mark	78,605.86
Howe, Cynthia C	67,941.20	Tuomi, Matti J	59,555.01
Hull, C.David	11,307.26	Vasselin, Victor	75,043.13
Johnston, Barbara M	37,677.30	Wasiuk, Stephanie	2,061.25
Jones, Stephen G	85,853.61	Weiner, Stephen	78,746.82
Kane, Cheryl	76,921.45	Weir, Karen	38,527.06
Kaskiewicz, Michael	58,067.00	Whitney, Bruce	3,643.75
Kiley, Edward J	7,163.27	Whitney Jr, Alfred T	21,039.29
Kiley, Sean E	77,473.17	Wilkins, Charles S	11,773.34
King, John D	100,784.59	Wood, Steven	7,480.00

SCHL EMPLOYEESFY 2013

Ablard, Jennifer	55,929.80	Jones, Brenda	4,420.00
Adams, Jennifer E	75,407.28	Jones, Charlotte A	69,973.94
Adams, Karen	5,850.00	Jones, Jennifer	51,503.95
Adams, Patricia P	81,964.00	Jones, Margaret	31,363.97
Adamson, Candace A	76,662.18	Jones, Maureen	32,472.26
Alford, Rebecca M	16,215.90	Jones, Stephen	4,233.00
Amidon, Donna	8,323.88	Justason, James M	52,700.90
Andrade, Aicha D	8,804.70	Kauppi, Robert A	1,040.00
Andrade, Colleen M	44,575.60	Kennedy, Lisa	2,490.00
Antonucci, Kathryn M	6,614.11	Kennedy, Tifany	26,488.88
Arrington, Amy L	60,496.50	Kessler, Rosemarie	29,708.82
Arsenault, Tina	12,492.41	Kilpatrick, Phyllis	3,940.00
Athens, Carolyn	37,393.18	Kinch, Robert W	57,209.88
Aukstikalnis, Lauren E	2,235.00	King, Kelly A	25,635.61
Aukstikalnis, Suzanne	28,838.90	King, Michelle	31,365.49
Baird, JoEllen	41,411.76	Kizik, Victor J	46,421.88
Baldassarre, Maria	14,597.13	Kline, Katlyn	16,420.33
Baldelli, Linda J	10,426.90	Koskinen, Bryn E	2,626.30
Ballard, John J	48,667.48	Kozik, Kevin	4,038.00
Bang, Nhan	4,320.00	Krasinski, Katherine	81,845.84
Barbagallo, John J	50,968.11	Kuhn, Philip	1,537.50
Barbella, Laura	6,240.00	Kutlowski, Marie	7,546.34
Barcock, Sarah J	25,935.79	Labelle-Pierce, Jean E	78,444.18
Baron, Judith	14,076.02	Laferriere, Samantha S	35,568.27
Barron, Jodi	63,979.64	Lambert, Lauren R	2,741.20
Bator, Pamela B	42,981.90	Lambert, Rosanne	83,417.00
Bearden, Danielle	53,300.00	Lamoureux, Theresa M	28,967.29
Belaska, Jessica	38,653.86	Landers, Nanda	30,733.24
Bergner, Barbara	98,538.00	Lankford, Barbara K	16,513.00
Berk, Jeffrey	78,319.00	Latta, Lynda L	15,548.16
Bilafer, Jayme	1,920.00	Lattuca, Jacqueline P	3,794.11
Blaustein, Lucinda	8,401.06	Lawton, Denise	56,236.91
Blaustein, Adam S	87,212.71	LeBlanc, Sandra	66,349.70
Boardman, Lisa M	52,043.48	Lerner, Rochelle	70,813.48
Borle, Amanda	50,844.18	Lesage, Carol	17,648.89
Bosse, Allison	2,497.02	Lesage, Malaina	4,090.03
Bozek, Amy E	72,855.18	Lesage, Jr., Paul Harry	4,656.00
Bradley, Erin	55,145.18	Lewis, Ellen A	13,770.83

Bradley, Susan	16,528.88	Lilley, Jennifer	74,940.98
Brainard, Kyle N	51,540.01	Lind, Janice A	59,129.58
Braman, Hilary A	30,956.08	Lingener, Elizabeth	62,392.30
Bratica, Kathleen	73,247.00	Little, Elizabeth T	50,200.00
Brennan, Mary P	25,455.34	Lochiatto, Joanne T	42,137.10
Brennan, Patricia	68,671.24	Lomen, Marcy E	63,489.94
Brennan, Patrick	1,006.90	Lucas, Gail P	8,480.00
Brennan, Sean	4,866.25	Luther, Douglas	62,319.00
Brew, Leslie	2,381.25	Lynch, Sarah	63,745.72
Brisson, William C	76,321.00	Lyons, Joan M	79,931.64
Brogna, Jennifer M	13,719.29	Macauley, Brian W	82,158.00
Brooks, Alison J	12,965.03	Machado, Leticia	13,731.35
Brooks, Diahann	20,911.88	MacLean, Lisa E	93,016.90
Brown, Victoria	14,320.05	Maguire, Russell	62,087.42
Bruno, Mary	23,029.91	Manning, Kevin W	15,428.00
Burns, Anna E	49,633.18	Mara, Gayle	87,552.42
Caloggero, Steven R	72,755.18	Markowitz, Katherine	78,402.56
Caragianes, Charles J	104,230.40	Marrese, Christopher	83,201.42
Carpenter, Mary L	86,864.70	Martell, Amy	2,235.95
Carter, Pamela J	36,802.82	Martin, Peter G	78,029.90
Caruso, Kevin	84,046.84	Mazeika, Samantha	47,525.24
Cerasuolo, Florence	7,725.95	McCarthy, Neil	1,200.00
Cerqua, Patricia	16,179.28	McCarthy, Patricia	14,913.00
Chesson, Laura S	2,372.16	McDonagh, Lisette	9,546.76
Chisholm, Julia R	3,529.64	McGrath, Kathleen M	8,970.50
Coen, Patricia	16,700.52	McNamara, Susan	2,600.00
Cohen, Janet L	25,477.49	McNiff, Lisa A	1,175.00
Cohen, Lois V	64,107.78	McPhail, Melissa	73,374.50
Collins, Kristen T	2,860.00	Mehigan, Michael	52,947.00
Conway, Sean M	66,855.84	Mela, Jeff N	100,215.48
Copley, Geoffrey V	14,855.74	Melton-Meehan, Pamela	8,139.20
Coppola, Cheryl L	78,728.00	Mendonca, Maria E	75,242.17
Corcoran, Carol	12,131.19	Messenger, Patricia	1,240.00
Corcoran, Casey A	20,865.16	Messina, Nance A	83,770.50
Corcoran, Karen P	34,439.63	Micol, Shayna	16,262.14
Corcoran, McKenzie	3,944.80	Minasian, Mark P	58,558.76
Corke, Mary A	13,454.56	Mintz, Andrew	3,177.00
Corrigan, Kaitlyn	51,783.86	Mitzcavitch, Mary	17,500.60
Cosetta, Sandra L	11,585.58	Mohar, Dorian	2,770.00
Costello, Julie L	37,474.75	Mollica, John	58,392.54
Cotter, Brenna	63,960.60	Monahan, Rosamond W	76,560.24

Cotter, Michael	86,323.42	Montesdeoca, Juanita	22,752.89
Currier, Kathleen	1,494.17	Mooradian, Lynne S	86,323.42
Cushing, Kathryn M	6,200.00	Moore, Colleen M	68,994.90
Dankner, Donna L	109,063.30	Morales, Ricardo	2,469.75
Dankner, Ilana	10,161,.06	Morrison, Terri	61,341.64
Dargie, Jennifer A	38,671.12	Muise, Renee	52,449.58
Davis, Cory	1,164.90	Mully, Hanne B	78,093.00
Dawson, Jacqueline M	26,871.85	Murphy, Gail F	4,957.12
DeMars, Patricia	70,709.10	Murphy, Rita Marie	90,407.30
Depatino, Tarah	45,658.70	Murphy, Robert	46,328.71
DeVine, Christopher	3,290,.00	Nelson, Denise	77,512.14
Dicicco, Peter S	77,305.02	Neuman, Gail G	56,941.82
Ditto, Karen B	54,097.12	Nichols, Carolanne	1,600.00
Doktorov, Olga	46,076.00	Ogilvie, Harold R	15,265.40
Donohue, Amanda J	1,160.00	Olsen, Jennifer	5,121.12
Donohue, Andrew	1,662.50	O'Neal, Meaghan	1,920.00
Donovan, Denise R	9,442.13	O'Neil, Colin	1,164.90
Dowd, Emily	41,773.00	Orzech, Paul M	56,315.48
Downs, Lisa J	8,878.51	Panadonoulos, Nikolaos	3,100.00
Dowst, Leslie Adams	59,617.12	Paterno, Jeffrey	58,373.00
Doyle, Elizabeth A	4,120.00	Patrikis, Elaine	8,698.57
Duchesneau, Jane M	84,080.82	Patterson, Meghan	3,100.00
Duddy, AnnMarie	67,106.00	Peralta, Tammy A	51,783.86
Dumond, Rochelle J	3,632.66	Perham, Sean	52,885.34
Durkee, Mary R	16,915.04	Pfeffer, Gervase	48,307.25
Dzerkacz, Charlotte	3,100.00	Pileeki, Nicholas J	42,995.00
Elkins, Denise	76,252.00	Poulson, Betsy M	32,565.65
Enneguess, Kristen	15,077.05	Poulson, Joan E	8,777.92
Erickson,Caitlin	9,647.50	Pratt, Lindsey	1,237.50
Ewing, Nieta Candace	33,965.75	Primiano, Jerilyn	8,660.00
Falkoff, Johanna	62,571.82	Radler, Richard A	8,760.00
Farrell, Kathleen	2,160.00	Ravesi, Theresa	10,203.88
Ferranti, Mary S	44,317.18	Ray, Sharon A	6,996.31
Filz, Joyce	9,157.70	Reed, Kristin	20,689.33
Finnegan, Mary B	72,744.30	Reilly, Lois J	13,402.60
Fitzsimmons, Denise	17,622.99	Reimann, Karen B	22,383.01
Fledderjohn, Timothy	46,562.52	Richardson, Maurice C	6,955.48
Fleming, Christopher	99,085.32	Roche, Jennifer	4,710.44
Flynn, John F	83,292.00	Rocheleau, Rhonda	51,353.74
Flynn, Kathleen	7,560.00	Roessle-Meerman,Kaitlin	60,202.70
Foley, Marcia E	7,361.70	Rosato, Clare	19,317.06

Folgar, Carlos	4,233.00	Roussell, Deborah M	80,241.00
Forseter, Allison	20,958.44	Rowan, Elizabeth M	5,185.00
Foss, Kelly	69,855.24	Ruggiero, Thomas H	4,679.00
French, Beverly J	16,175.51	Ryan, Melissa	12,246.78
Frick, Michael C	4,233.00	Saleem, Sara	6,553.06
Fuchs, Arlene	58,589.00	Santillo, Sharon	73,926.00
Gallant Ansari, Shannon	74,348.26	Sawdo, Linda F	17,817.38
Gamboni, Vilma	57,880.18	Schuster, Elizabeth	15,409.55
Garcia, Marita S	7,318.44	Sczerzen, Robert	53,867.77
Gately, Janis	20,202.23	Seyller, Sharon E	91,514.32
Gerardi, Jr., Robert J	157,999.92	Shapiro, Denise S	15,328.88
Gerondeau, Patricia M	50,118.27	Shaw, Cynthia A	8,722.20
Gilfeather, Ellen J	13,659.70	Shugrue, Martha	7,318.44
Ginnity, Laura A	48,065.24	Sicard, Donald R	5,758.32
Giordano, Deborah	5,611.05	Silberzweig, Shayna	63,160.00
Giunta, Lauren E	64,079.58	Simmons, Patricia A	15,834.01
Goloborodko, Michelle	56,543.48	Sinopoli, Mark R	71,266.00
Gormley, Lindsay	10,581.90	Slowick, Margot	72,966.00
Grandin, Philip M	62,287.70	Smart, Annemarie	83,831.42
Grant, Alexandra	57,980.02	Smith, John L	3,100.00
Green, Tami	30,511.65	Steigerwald, Stephanie	68,290.94
Greene, Jill C	102,457.38	Steinbach, Marie C	44,423.86
Griffin, Michelle	46,768.24	Stenhouse, Joelle	14,428.38
Grossman, Susan C	58,564.50	Stevens, Michael P	73,465.65
Grzegorzcyk, Bartosz	3,100.00	Stewart, James P	7,728.00
Gubala, Malgorzata	17,945.51	Sturges, Phoebe	3,330.00
Gubala, Piotr	3,030.00	Sullivan, Brenda	98,219.85
Gulezian, Kristy L	56,507.68	Sullivan, Kathleen	40,078.42
Gwozdz, Cheryl	5,157.62	Sullivan, Margaret	54,220.58
Hales, Travis K	18,638.66	Sullivan, Tara K	1,184.80
Harpin, Kaila M	1,548.00	Tardivo, Laura E	56,354.30
Hastry, Robert S	16,663.01	Tatem-Small, Cecilia	72,525.64
Hayner, Kelly L	72,977.18	Thomas, Nathaniel	60,052.00
Haynes, Nancy A	37,064.58	Thombs, Ilana	8,711.75
Hayward, Sheila	63,777.82	Thompson, Ray	43,876.04
Hazel, Sara	66,798.00	Thompson, Regan	13,231.64
Herlihy, David M	57,341.55	Thorburn, Patricia	21,452.31
Higgins, David	9,306.12	Tishler, Alison	55,105.00
Highfield, Shirley A	23,323.11	Titus, Kristen	44,854.38
Hilli, Thomas	23,831.99	Tobin, Julie C	46,568.98
Hobbs, Debora I	39,413.37	Travers, Michelle	54,898.52

Hoff, Matthew L	2,321.93	Tredeau, James T	49,775.64
Hoff, Rebecca E	2,321.93	Tucker, Marie H	11,924.74
Holly, Deborah A	67,506.70	Tummino, Joanne	9,414.76
Holm, Donald R	55,440.00	Tyler, Jacob	3,398.69
Houle, Parnell R	4,952.94	Ullrich, Danielle P	4,720.00
Howe, Britt	12,921.04	Vadhera, Purnima	91,105.82
Howes, Paul T	4,679.00	Vanaria, Lawrence	76,360.97
Ignachuck, Jean	61,241.96	Vasta, Jane	53,622.52
Ignachuck, Walter	46,749.16	Veneziano, Julie	1,130.07
Indelicato, Francine	25,232.62	Vingerhoet, Sally A	6,933.75
Jachtorowicz, Maciej	1,652.09	Viros, Viviane	45,658.70
Jackson, Jennifer J	72,755.18	Waldron, Michael J	73,808.18
Jacob, Nathaniel	2,470.88	Wallace, Marybeth	58,665.52
Jaffee-Zeller, Ellen	1,740.00	Wardwell, Mary E	31,961.83
James, Gregory	7,950.00	Waters, Beth	1,300.00
James, Lisa J	64,731.82	Wayda, Rachel	11,299.65
Jarvis, Raymond	3,100.00	Wiesner, Tracey N	48,243.00
Johnson, Alexander	1,012.50	Wright, Robert A	46,241.70
Johnston, Jamie M	4,233.00	Young, Michele T	4,700.00

