

# 2024 Annual Town Report

*Maynard, Massachusetts*



*January 1 through December 31, 2024*

## **Credits and Acknowledgements**

The 2024 Town Report is dedicated to the Worthington family. Joseph Worthington, resident and Department of Public Works Treatment Plant Lead Operator, suddenly passed away on October 4, 2024, leaving behind his wife, Kristal, and his children, Grayson and Hayden. The Town of Maynard will forever be grateful for Joe's dedication and service to the Maynard community, and his spirit will live on through the lives he touched.

***Front Cover Artwork Courtesy of Sarah Measures  
From "Misty Morning at Ice House Landing"***

***Additional Photography:  
Page 131, 143, and 213 Courtesy of Gregory Johnson***

***Design & Editing***  
Gregory Wilson  
Executive Assistant

***Production***  
Keith Shaw, Tony Monteiro, & Zuleica Ramirez  
Flagship Press - North Andover, MA

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*I would like to thank all Town Departments, Boards, Committees, and Commissions for your submissions and contributions to this year's report. Additionally, I would like to thank Stephanie Duggan and Gregory Johnson for your thoughts, feedback, and support. As always, your help and insight are greatly appreciated!*

*- Gregory Wilson, Executive Assistant*

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## Town of Maynard

Incorporated:.....April 19, 1871

Government:.....Open Town Meeting  
*Five-member Select Board with Town Administrator*

Annual Town Meeting:.....Third Monday in May

Annual Town Election:.....First Tuesday in May

Town Census 2024.....10,546

Area:.....5.24 Square Miles

Town Roads:.....83 Lane Miles

Fiscal 2024 Tax Rate:.....Residential: \$17.88  
Commercial: \$23.81

Tax Levy:.....\$38,565,089

Congressional District:.....Fifth

Senatorial District:.....Middlesex & Worcester

Representative District:.....Third Middlesex

Town Hall Hours:.....M, W, TH: 8am – 4pm  
T: 8am – 7pm  
FRI: 8am – Noon

Schools:

Green Meadow Elementary School:.....K-3

Fowler School:.....4-8

Maynard High School:.....9-12

Town Website:.....[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)



# General Information

## Emergency Numbers

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

## Eversource

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

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

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

Town Clerk's Office.....	978-897-1300 (Option 4)
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## Board of Health.....

M, W, TH, 8am-4pm; T, 8am-7pm; FRI, 8am-noon	978-897-1302
Public Health Nurse.....	978-897-1371
T, 8am-7pm; FRI, 8am-noon	

## Select Board.....

	978-897-1301
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## Bus Service

Peter Pan (Framingham).....	800-343-9999
Greyhound (Framingham).....	800-231-2222
Logan Express (Framingham).....	508-872-8521
Dee Bus Service (Schools).....	978-425-4706

## Cable TV

Comcast.....	800-934-6489
Verizon TV/Phone.....	800-922-0204
Verizon Fios.....	800-837-4966

## Cemeteries

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

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

## Conservation Commission.....

	978-897-1360
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## Council on Aging

Office (Maynard Golf Course).....	978-897-1009
Van Service Dispatch.....	978-897-1009

## Death Certificates

Town Clerk's Office.....	978-897-1300 (Option 4)
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## Dog Licenses

Town Clerk's Office.....	978-897-1300 (Option 4)
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## Elections

Town Clerk's Office.....	978-897-1300 (Option 4)
Town Meeting.....	Third Monday of May
Town Elections.....	First Tuesday of May

## Fire Department

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

## Firearm Identification Cards

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

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

histcom@townofmaynard.net	
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## Housing Authority

13 Powder Mill Circle.....	978-897-8738
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## Human Resources

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

Gloria Congram.....	978-897-1307
Tuesdays 2:30pm-6pm	

## Inspectional Services.....

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

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

## Marriage Licenses

Town Clerk's Office.....	978-897-1300 (Option 4)
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## Notary Publics

Town Clerk's Office.....	978-897-1300 (Option 4)
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## Newspapers

MetroWest Daily News.....	1-888-697-2737
Action Unlimited.....	978-371-2442

## Percolation Tests

Board of Health Office.....	978-897-1302
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## Places of Worship

Asension Parish	
<i>Percival Street</i> .....	978-443-2647
Holy Annunciation Orthodox Church	
<i>Prospect Street</i> .....	978-897-7695
Love First Presbyterian Church	
<i>Summer Street</i> .....	978-637-2221
St. Stephen's Knanaya Church	
<i>Main Street</i> .....	978-897-9285
St. Mary's Indian Orthodox Church	
<i>Great Road</i> .....	508-251-1183
St. John Evangelical Lutheran Church	
<i>Great Road (Sudbury Line)</i> .....	978-443-8350

## Planning Board

<i>Office</i> .....	978-897-1302
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## Police Department

<i>Emergency</i> .....	911
<i>Dispatch/Business Line</i> .....	978-897-1011
<i>Radio Frequency</i> .....	453.700

## Post Office

<i>143 Main Street</i> .....	978-897-1963
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## Pre-Schools

Green Meadow School.....	978-897-8246
<i>5 Tiger Drive</i>	
Community School.....	978-897-9708
<i>80 Main Street</i>	
Knowledge Beginnings.....	978-461-6044
<i>Mill&amp;Main, Bldg 4, Suite 100</i>	
BrightPath Maynard.....	888-711-5437
<i>11-A Digital Way</i>	

## Property Valuations

<i>Assessors' Office</i> .....	978-897-1304
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## Recreation Commission

<i>Boys &amp; Girls Club Office</i> .....	978-461-2871
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## Retirement Board

<i>Executive Director</i> .....	978-897-1820
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## Schools

Grades K – 3: Green Meadow School	
<i>5 Tiger Drive</i> .....	978-897-8246
Grades 4 – 8: Fowler School	
<i>3 Tiger Drive</i> .....	978-897-6700
Grades 9 – 12: Maynard High School	
<i>1 Tiger Drive</i> .....	978-897-8891
Administration Office	
<i>3R Tiger Drive</i> .....	978-897-2222

## Septic Systems

<i>Board of Health Office</i> .....	978-897-1302
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## Snow Plowing

<i>Highway Department</i> .....	978-897-1317
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## Soil Testing

<i>Board of Health Office</i> .....	978-897-1302
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## Tax Bills

<i>Billing information</i> .....	978-897-1304
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## Town Accountant

<i>Office</i> .....	978-897-1352
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## Town Administrator/ATA

<i>Office</i> .....	978-897-1375
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## Town Clerk

<i>Office</i> .....	978-897-1300 (Option 4)
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## Town Treasurer/Collector

<i>Office</i> .....	978-897-1305
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## Transportation – Trains

<i>MBTA (Acton/Fitchburg Line)</i> .....	800-392-6100
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## Trash/Recycling Collection

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

## Tree Warden

<i>Justin DeMarco</i> .....	978-897-1317
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## Veteran's Services

<i>Wayne Stanley</i> .....	978-897-1361
<i>(Tuesdays 4pm-7pm)</i>	

## Voter Information and Registration

<i>Town Clerk's Office</i> .....	978-897-1300 (Option 4)
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## Water Department

<i>Water &amp; bill-related questions</i> .....	978-897-1317
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## WAVM (local access TV/Radio)

<i>Mark Minasian (high school)</i> .....	978-897-5213
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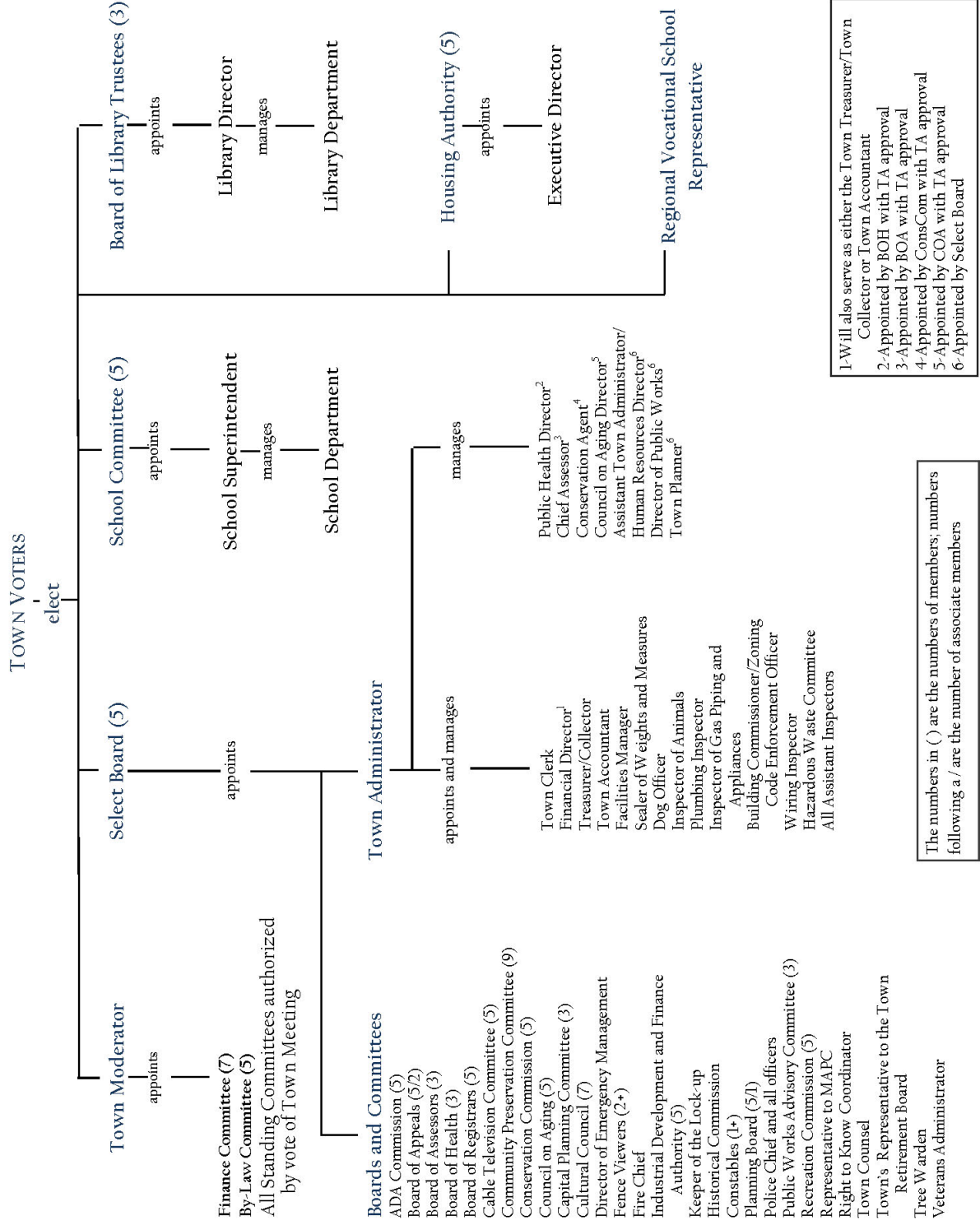
## Website

<i>www.townofmaynard-ma.gov</i>	
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<i>Zip Code</i> .....	01754
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## Zoning Board of Appeals

<i>Office</i> .....	978-897-1302
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# General Government

## SELECT BOARD



### Members

Jeffrey Swanberg.....	Chair (7/1/24)
Chris DiSilva.....	Chair (7/5/23-7/1/24)
Mike Stevens.....	Clerk
David Gavin.....	Member
Lindsay McConchie.....	Member (Started Term 7/1/24)
Justine St. John.....	Member (Completed Term 7/1/24)

The Select Board would like to thank all of the employees and volunteers who have worked hard together to make Maynard a great place to live. The Maynard community is strong thanks to your efforts, and we hope you enjoy reading about all the great work throughout this year’s Annual Report.

Development of town buildings and infrastructure is ongoing. Early in the year the new Fire Station’s indoor training mezzanine was completed, bringing that project to a close. Construction of the new Green Meadow School began this summer; site work is ongoing, and students are expected to enter in 2026. The Select Board has also worked with the Department of Public Works (DPW) on water and sewer infrastructure improvements, including the nearly completed Well 4A treatment project. The Select Board also issued an Request For Proposals (RFP) to lease a new Senior Center, which will provide additional space over the current location at the golf course.

Maynard made significant progress on the disposition of two properties. The sale of the former Fire Station at 1 Summer Street was completed in the fall. A RFP for sale of the former Fowler School and “ArtSpace” building at 61-63 Summer Street was also issued in the fall. Both projects are planned to increase the amount of affordable housing in Maynard.

Recognizing the need for more housing in Massachusetts, Maynard joined other communities across the state to meet rezoning targets set by the “MBTA Communities Act”. Luckily Maynard had already begun a revitalization strategy of the Powder Mill Road corridor and was able to incorporate planning to meet our contribution to the state’s housing goals.

Last summer, a developer applied to bypass many of Maynard’s zoning regulations under Massachusetts’s “40B” process, proposing 200 residential units to be constructed at 182 Parker Street. The Select Board is in opposition to these plans as they imperil public safety, threaten our environment, and are inconsistent with our local needs. Currently the Select Board is working with the town’s Office of Municipal Services (OMS) to quickly register new units to the state’s records of the town’s subsidized housing inventory (SHI), which will meet our commitment to affordable housing, and maintain local control for the future development of housing in Maynard.

Maynard continues to work closely with residents, the Town’s financial staff, the Finance Committee, the School Committee, the Capital Planning Committee, and other teams to make wise monetary decisions in a time of rising costs. We also meet regularly with Senator Jamie Eldridge and Representative Kate Hogan and thank them for their support in obtaining grant and earmark funding and for advocating on behalf of Maynard in the legislature.

Considering other budgetary needs for Maynard the Select Board decided not to move forward with a multi-million proposal to replace the bleachers at Alumni Field. Many communities in Massachusetts are considering budget overrides to cover expenses, and these conversations continue in Maynard as well. We will continue to provide regular updates on budget development and weigh different perspectives for prioritization of our limited resources.

The Select Board would like to thank and congratulate Chief Mike Noble on all his accomplishments during a 30+ year career with the Maynard Police Department. We wish you a long and happy retirement.

The Select Board is always proud to support an active and diverse array of great events in town. Just a selection of these events include the Community Band concerts, Maynard Business Alliance Strolls, The annual tree and menorah lighting celebrations, Maynard Fest, the Memorial Day, Veterans Day, and holiday parades, and the now annual jazz festival. Thank you to everyone who comes together every day to bring our wonderful community to life. We look forward to seeing you at all these events and many more in 2025.

Respectfully submitted on behalf of the Select Board,

***Jeff Swanberg***  
***Chair, Maynard Select Board***

## **TOWN ADMINISTRATOR**

### ***Staff:***

Gregory Johnson.....	Town Administrator
Stephanie Duggan.....	Assistant Town Administrator/Human Resources Director
Gregory Wilson.....	Executive Assistant

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

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

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

Highlights from the 2024 calendar year that the Town Administrator’s Office supported include:



- Along with town and school officials and department staff, supported the partnership with the Massachusetts School Building Authority (MSBA) during the feasibility phase and transition to the final design phase towards the construction of a new Green Meadow Elementary School building project.
- Partnered with the new school project's management team and Town Counsel to contract for tax attorney and accounting consulting services to assist the Green Meadow Elementary School project and the Town of Maynard in complying with all the applicable Inflation Reduction Act (IRA) program regulations to ensure the project and Town of Maynard receives all the possible tax credits / incentives it is possible to receive considering the ground-source heat pump system, solar panel system, etc. designed in the project.
- Administered the town's insurance programs. Our insurance partner, the Massachusetts Inter-local Insurance Association (MIIA), is the largest municipal insurance in the country. In addition to excellent service, they provide high quality training and risk assessment to help us keep our short and long term rates low.
- Served on the Massachusetts Municipal Managers Association's (MMA) Future Managers Committee and the Small Town Administrator's of Massachusetts (STAM) professional organization.
- Appointed by the Massachusetts Municipal Association (MMA) Board of Directors to the MMA's Policy Committee on Energy and the Environment.
- Served on the board of the Lowell Regional Transit Authority (LRTA) as well as its Audit and Finance Subcommittee.
- Serves as the lead negotiator for employee collective bargaining agreements and individual personnel employment agreements.
- Hosted Insurance Advisory Committee (IAC) meetings scheduled amongst union and non-union town employees to consider health insurance plans and other benefits currently and proposed option for changes.
- Supported the Finance Committee, town Budget Sub Committee, Capital Planning Committee and Select Board in the development, proposal, analysis and appropriation of the town's annual General Fund Budget and Capital Improvement Plan.
- Attended professional development opportunities through the Massachusetts Municipal Managers Association and Massachusetts Municipal Human Resources association.
- Oversaw the implementation of the town's new website that allows for residents to create a log in and register to receive notifications, alerts, and other information relative to their interests.
- Partnered with the town's Sustainability Committee and procured and executed a contract with SLR International Corporation to act as the town's vendor in execution of the state-grant funded Municipal Vulnerability Program (MVP) 2.0 program.
- Oversaw the contracting of services to complete the new fire station and its interior training mezzanine at 30 Sudbury Street.
- Participated in the Business Breakfast Networking event by the Middlesex West Chamber of Commerce, sponsored by the Maynard Education Fund.
- Oversaw the modernization of phone systems in Town Hall, the Police Station and Fire Station towards a "hosted" system.
- Oversaw the collaboration with facilities staff to re-organize Town Hall offices to provide more efficient use of space and improve customer service.
- Joined town officials at the inaugural awards brunch hosted by the town's Economic Development Committee (EDC).

- Conferred with Moody's credit rating agency to report on the financial and economic status of the town, as the agency considers rating assignment in relation to upcoming bonds for the new elementary school and continuation of water supply projects. The analyst from Moody's initial reaction to staff reports is that the town's financial conditions continue to be stable and positive, considering sustained growth and controlled expenses. Additionally, Moody's analyst remarked favorably on the town's utility funds (water and sewer).
- Joined town staff and officials at Memorial Park to observe the eclipse, hosted by the Maynard Library, on Monday, April 8, 2024.
- Oversaw the issuance of a Request for Proposals (RFP) for the disposition of 1 Summer Street (old Fire Station).
- Joined town staff to attend the State House Day event hosted by the 495/Metrowest Partnership, with speakers that included State Senate President Karen Spilka and Speaker Pro Tempore Kate Hogan.
- Attended the annual meeting hosted by the Regional Housing Services Office (RHSO) of Town Managers/Administrators and planning staff, at the Concord Town House, to review the status of the regional intermunicipal agreement.
- Was honored to join Select Board Chair Chris DiSilva and throw the first pitch at the Worcester "WooSox" baseball game for the "Town Take Over Night".
- Supported coordination between town facilities staff and the town's Cultural Council to hand local art in Town Hall.
- Issued the Request For Information (RFI) and RFP to seek potential spaces to lease for a senior center.
- Hosted a site-visit for officials for the Route 27 / Acton/Concord Streets intersection traffic safety improvements project. State Senator Jamie Eldridge joined the visit, as he successfully advocated for \$500,000 from state funds for the project.
- Hosted the Massachusetts Municipal Association (MMA) for a Legislative Breakfast at the Maynard Fire Station, 30 Sudbury Street.
- In Worcester, attended an announcement of the fiscal year 2025 (FY25) round of the "Community One Stop for Growth" grant from the state's Executive Office of Economic Development and the Healey-Driscoll Administration. The town is receiving a grant in the amount of \$500,000 from the MassWorks Infrastructure Program that has been approved to support the Powder Mill Sewer project. This project is the same plan considered at Special Town Meeting in October 2024 to approve the acquisition of easements to improve and upgrade the sewer pump stations along the Powder Mill Corridor.
- Served on the Executive Board of the Central Middlesex Emergency Response Association (CMERA) that oversees the regional partnership amongst 9 towns to contract with Pro-EMS and provide Advanced Life Support (ALS) ambulatory services. These services enhance the Maynard Fire Department's Basic Life Support (BLS) capabilities. Basic Life Support consists of a number of life-saving techniques focused on the "ABCs" (Airway, Breathing, and Circulation) of pre-hospital emergency care. An ALS (Advance Life Support) provider may perform advanced procedures and skills on a patient involving invasive and non-invasive procedures.

Respectfully submitted,

***Gregory W. Johnson***  
***Town Administrator***

## ASSISTANT TOWN ADMINISTRATOR/ HUMAN RESOURCES DIRECTOR

*“Every employee should feel like their job is important and that their presence in the [community] is valued.”*

*Hendrith Vanlon Smith Jr., CEO of Mayflower-Plymouth*

In addition to acting on behalf of the Town Administrator in their absence, the Assistant Town Administrator/Human Resources Director (ATA/HR) also assists the Town Administrator on a variety of board-based management issues through oversight of the town’s personnel management system.

As a municipality, we are accountable for providing a wide range of services to our residents, business owners, and visitors, all of which are delivered by and through our employees. Therefore, **our employees are our most important asset!** The human resources function in Maynard plays a vital role on behalf of all town employees by providing a centralized location for personnel services while working in partnership across all departments, focusing on service, efficiency and competency as the overall goal. The ATA/HR serves on the board of the Massachusetts Municipal Human Resources Association (MMHR), and assists in ensuring compliance with all state, federal, and local personnel laws and regulations, and acts as the point person for human resources/personnel-related information, including:



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

The Human Resources Office is the first point of contact for any new employee from hiring through onboarding and orientation. Position openings are posted on our “Careers” web page: [Careers in Town Government | Maynard, MA](#), as well as locally in Town Hall and on town social media outlets. We strive to reach the most appropriate candidate pools by also posting in relevant trade publications as well as career-specific and inclusive websites.

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

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

**Compensation** – The Human Resources office manages and maintains the six (6) Town employee Collective Bargaining Agreements (CBAs). In 2024, management entered into contract negotiations

with the NEPBA Public Safety Telecommunicators (Dispatchers) and IAFF Firefighters unions, resulting in a new agreement in October with the Dispatchers and a December agreement with the Firefighters. We also settled a continuing negotiation from 2023 in the beginning of 2024 with the AFSCME Clerical Union.

Pursuant the Chapter 13 of the Town Bylaws, all employees not covered by a CBA or Individual Employment Contract are compensated according to the Salary Administration Plan. The plan is updated annually, and changes to the salary table are subject to Town Meeting ratification.

**Employment** – The Human Resources Office participates in all aspects of the employment process of all permanent town positions to varying degrees based on management experience and department-specific processes and needs. Amidst retirements and saying goodbye to those moving on to the next step in their municipal careers, many searches were undertaken in 2024 as we welcomed the following new hires and celebrated the following promotions:

<b>NEW HIRES / INTERNAL TRANSFERS</b>	
WARREN BILLINGS	Firefighter
HANNAH CONNERNEY	Public Safety Telecommunicator
JARED D’OTTAVIO	Public Safety Telecommunicator
ERIC FRECHETTE	Firefighter
ELEANOR GIBSON	Library Page
PETER HARVELL	Veterans Service Officer
LILLIAN HOCHMUTH	Library Page
CHANDA McCREARY	Library Page
SAMANTHA McGRATH	Public Safety Telecommunicator
KATHY McMILLAN	Election Worker
JADEN MEYER	DPW Water & Sewer Operator
DIANE MONTANEZ	Assistant Treasurer/Collector
ROBERT MOREL	Election Worker
JOSEPH NOONAN	Police Officer
MELISSA PELLETIER	Town Clerk
JOHN RUMSAY	DPW Water & Sewer Secondary Operator
CHRISTINE RYAN	Election Worker
KEAGAN SHERIDAN	Firefighter
DYLAN SULLIVAN	DPW Cemetery Laborer
JOANNE ZOBBI	Library Circulation Assistant
<b>PROMOTIONS</b>	
JULIA FLANARY	Environmental Compliance & Data Mgr
ERIC DAVOLL	Police Sergeant
MATTHEW McDONALD	DPW Water & Sewer Operator
ANDREW FALCAO	COA Van Driver

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

**MHS Senior Projects** – Again this year we enthusiastically took part in the Maynard High School Senior Project Program, and we are looking forward to hosting student mentorships again in 2024! Partnering with the Mass Municipal Association’s Mass Town Careers Program, the Human Resources Office is also assisting outreach through career fairs and reaching out to career development offices of local colleges and universities by sharing our postings with their students/alumni.



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



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

Gloria has Town Hall office hours on Tuesdays from 12:30pm – 6:00pm and can also be reached at 978-897-1307 or [gcongram@townofmaynard.net](mailto:gcongram@townofmaynard.net).



**Insurance Advisory Committee (IAC):** We also want to thank the members of our IAC for their dedication, participation, and feedback in our monthly educational meetings each year toward providing the most comprehensive and cost-effective health insurance to our employees. The Insurance Advisory Committee (IAC) was established pursuant to Massachusetts General Law 32B, Section 3, consisting of one member from each of our 11 Town and School unions, one salary administration plan member, and one retiree. Guided by monthly management, consultant and provider educational meetings, the committee provides recommendations on group health insurance plans to the Select Board and provides information to and recommendations from municipal employees on group health plan benefits.

**Workers Compensation/Injured on Duty (IOD):** Although we work hard with our MIIA partners to offer staff safety training, accidents do happen. From initial reporting to return to duty, the Human Resources office oversees our Workers Compensation and IOD processes through our MIIA provider, Cabot Risk/Chubb via MIIA’s NavRisk secure claims portal.

**Unemployment:** Fraudulent unemployment claims have continued to decline as a result of the free, streamlined MIIA Unemployment Services online offering, allowing us to more efficiently supervise claims through the state system via Unemployment Tax Management Corporation (UTMC).

**Family Medical Leave Act (FMLA):** Although municipalities are exempt from the Paid FMLA tax laws, we are required to arrange for unpaid FMLA leave for our employees with a process and paperwork administered through the Human Resources office. The FMLA entitles eligible employees



of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave.

**Training/Development (& FUN!)** – The Human Resources Office understands the vital importance of efforts to support the professional development of our employees. Through partnered training programs with the Massachusetts Interlocal Insurance Association (MIIA) and the cooperation of all town departments, we were able to secure liability insurance rewards credits representing an overall savings in premiums.

**Wellness:** The Human Resources Department also focused on offering virtual and online wellness initiatives for all Town and Schools employees. Highlights during 2024 include:

- *Budgeting and Retirement Planning*
- *Weight Loss Challenges & Sleep Improvement Programs*
- *Healthy Recipes/Cooking Classes*
- *Yoga, Pilates and Meditation through OmPractice*
- *Home Office Plants & Gardening*
- *Walking/Hiking Challenges*
- *Navigating Stress and Anxiety through Learn to Live*
- *Online Fitness Classes & Tobacco Cessation Programs*



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

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

We continue to be so proud of, and grateful for, our dedicated team of employees, and this year we focused on creative ways to reduce employee stress and recognize the great work they do every day as public servants. We held all-staff gatherings and added a bit of fun to their workweeks through events, including Thanksgiving Breakfast, Summer Picnic and more.

**Retirements** - While it is always sad to see such talented and dedicated employees moving on, we are happy to see them embark on exciting new adventures, while embracing the opportunity to welcome new employees to the Town or to provide current employees with the ability to expand their careers in Maynard. We extend our many thanks to DPW Water & Sewer Operator John DeMars, DPW Administrative Assistant Marie Morando, Town Clerk Dianne Reardon, Veterans

Service Agent Wayne Stanley & Firefighter Jeffrey Boudreau for their many years of dedicated service to our Maynard residents, businesses and out-of-town visitors.

The Town suffered an unimaginable loss in the sudden passing of DPW Treatment Plant Lead Operator Joseph Worthington on October 4, 2024. His wife, Kristal, and his children, Grayson and



Hayden continue to be in our hearts and minds as we all work to move on through the grief, taking comfort in the memories we all share – *fly high and ride forever with your parents, Joe...*

Our Retirement Board Office is located at Town Hall, open during Town Hall business hours, and can also be reached at 978-897-1320 or [maynard.retirement@gmail.com](mailto:maynard.retirement@gmail.com).

In closing, I am both honored and humbled to serve as Maynard's ATA/HR, allowing me to continue my municipal career journey in a town that I love with a dedicated, collaborative, compassionate workforce deserving of our praise, appreciation, and a positive, supportive, healthy, and inclusive (& FUN!) place to work.

Respectfully submitted,

***Stephanie E. Duggan***

***Assistant Town Administrator/Human Resources Director***

## TOWN MODERATOR

There are two branches of government in the town of Maynard – the Executive and the Legislative. The Selectboard heads up the Executive branch. The Legislative branch is composed of the registered voters at town meeting and is led by the Moderator. The Finance Committee is an advisory committee to the Legislative branch which researches the financial impact of the various articles presented to the town meeting.

The moderator's position is elected tri-annually and he or she is responsible for the smooth operation of town meeting and to appoint members to the Finance and By-Law committees. Richard "Dick" Downey was elected in 2024 and his term expires in 2027. The moderator allows as much discussion as possible at Town Meetings while keeping them to a reasonable length. A goal of the current moderator is keeping the meeting to one session in order to have greater voter participation on all motions. One meeting statistically better reflects representation of the whole Town's population and is preferable than adjourning to a second session for a few articles.

We had two meetings in 2024. The first was the required Annual Town Meeting on 20 May to be held on the third Monday of May per the Town's by-laws. We had 151 voters over our required quorum of 75. The meeting was completed at 10:00 PM. Official minutes of this meeting as well as others are on the Town of Maynard website at:

<https://www.townofmaynard-ma.gov/414/Town-Meetings>

The second was a Special Town Meeting on 7 October with 8 articles. We had 254 registered voters and was completed at 8:50 PM. Again, details are at the website listed above.

The moderator is always looking for volunteers to serve on the Finance and By-Law Committees. You can contact him for more information at: [ddowney@townofmaynard.net](mailto:ddowney@townofmaynard.net).

Respectfully Submitted,

**Dick Downey**  
**Town of Maynard Moderator**

## TOWN CLERK

### *Staff:*

Melissa L. Pelletier.....	Town Clerk (Started October 2024)
Dianne M. Reardon.....	Town Clerk (Through September 2024)
James P. Alexander.....	Assistant Town Clerk

The Town Clerk's Office is often considered the core of local government, acting as the central information point for residents and citizens. Appointed by the Town Administrator, the Town Clerk fulfills multiple roles, including Chief Elections Officer, Records Officer, Registrar of Vital Statistics, Public Records Officer, and Licensing Officer. Additionally, the office maintains records of municipal codes, bylaws, oaths of office, resignations, and appointments.

### **Responsibilities and Services**

The Town Clerk's Office is responsible for maintaining and preserving the town's vital records. The office issues various licenses and permits, including business certificates, raffle/bazaar permits, and dog licenses. Other essential services provided include issuing birth, death, and marriage certificates, as well as processing marriage intentions. The Town Clerk also serves as a Justice of the Peace, and both the Town Clerk and Assistant Town Clerk act as Notaries Public.

### **Town Meetings**

Maynard hosted two Town Meetings in 2024:

- **Annual Town Meeting** – May 20th
- **Special Town Meeting** – October 7<sup>th</sup>

### **Elections**

2024 was a busy election year, with the Town Clerk's Office overseeing four elections:

- **Presidential Primary Election** – March 5th
- **Annual Town Election** – May 7th
- **State Primary Election** – September 3rd
- **Presidential Election (State Election)** – November 5th

We are incredibly grateful for the dedication and hard work of our election workers. Election Officers spend long hours ensuring that election day runs smoothly at all four precincts. Their commitment to democracy is invaluable, and we extend a special thank-you to all individuals who contributed to the success of Elections and Town Meetings. Special appreciation goes to school personnel, custodians, and especially Kyle Brainard for his efforts in setting up and taking down

polling places. Additionally, we recognize the police officers who ensure the integrity and security of the election process.

Vital Records	2024	2023	2022	2021	2020
Births	88	120	96	114	89
Marriages	49	56	51	8	21
Deaths	96	82	94	79	85

#### Dog Licensing:

Dog licenses must be renewed annually, expiring on December 31st. Owners are required to register their dogs by February 28th to avoid fines. The law applies to all dogs six months or older, regardless of the time of year ownership is acquired. Dog registration forms are available on the Town of Maynard website under the Town Clerk's page and on the back of the annual street list (census).

- **Total Registered Dogs:** 1,185
- **Most Popular Dog Name:** Charlie
- **Most Popular Breed:** Labrador Retriever

We would like to extend our heartfelt gratitude to **Dianne M. Reardon**, who retired in September. Her dedication and service to the town have been truly invaluable, and we wish her all the best in her retirement.

The Town Clerk's Office remains committed to serving the residents of Maynard with efficiency, transparency, and professionalism. As we look forward to another productive year, we sincerely thank the community for their continued trust and support.

Respectfully Submitted,

**Melissa L. Pelletier**  
Town Clerk



## MUNICIPAL OFFICIALS

### ***Elected Town Officials:***

(\*Resigned \*\*Deceased)

<b><u>Housing Authority</u></b>	<b><u>Term</u></b>
William N. Cranshaw	2025
Judith C. Peterson	2026
Matthew Preys	2027
Richard Greenaway ( <i>Federal Tenant Rep</i> )	2028
State Appointee- Vacant	

### **School Committee**

Mary S. Brannelly	2026
Alexis R Fishbone	2027
Hilary Griffiths	2027
Maro Hogan	2025
Natasha Rivera	2026

### **Select Board**

Christopher J. DiSilva	2025
David D. Gavin	2026
Lindsay McConchie	2027
Michael Stevens	2027
Jeffrey Swanberg Jr.	2026

### **Regional Vocational School Committee**

Pamela Reiniger	2027
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### **Town Moderator**

Richard "Dick" Downey	2027
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### **Trustees of the Public Library**

Peter Reed	2025
Wade Rees	2027
Francis Wyman	2026

### ***Appointed Town Officials:***

(\*Resigned \*\*Deceased)

### **Affordable Housing Trust**

John Courville	2026
William Cranshaw	2025
Donna Dodson	2025
David Gavin	2026
Rick Lefferts	2026

### **Americans with Disabilities Act**

Brion Berghaus	2025
Denise Shea	2023

Christopher Troiano	2024
Elijah Tucker	2025
Gregory Johnson	----

### **Animal Inspector**

Jennifer A. Condon	2025
Donna DeWallace	2025
Marissa Lord	2025
Sarah Macone	2024

### **Board of Appeals**

Leslie Bryant	2027
John Courville	2025
Jerry Culbert	2025
Page Czepiga	2024
Paul Scheiner	2026

### **Board of Assessors**

Sean M. DelRose	2027
Stephen Pomfret	2026
Brad Schultz	2026
Rick Ladd	----

### **Chief Assessor**

Rick Ladd	----
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### **Board of Health**

Maura Flynn	2025
Jodi Larkin	2025
Kathy McMillan	2027
Lisa Thuot	2026

### **Board of Registrars**

Anita Dolan	2026
Janice Jones	2026
Robert Morel	2026
Charles T. Shea	2025
Melissa L. Pelletier, Clerk	----

### **Building Commissioner**

Richard Asmann	----
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### **Bylaw Committee**

James Early	2024
William Kohlman	2025
Eugene Redner	2024
Daniel Shields	2026



**Capital Planning Committee**

Doug Adler	2024
Jonathan Bretz	2026
Jon Larkin	2024
Michael Lanza	2025
Ben Zauski	2026

**Community Preservation Committee**

Jonathan Bretz	2027
William Cranshaw	2026
Ellen Duggan	2025
M. John Dwyer	2027
Thomas Hesbach	2027
Richard T. Lefferts	2025
Jonathan A. Lenicheck	2026
Matthew Preys	2026
Denise Angelo Walsh	2026

**Conservation Agent**

Julia Flanary	----
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**Conservation Commission**

Christopher Collins	2025
M. John Dwyer	2026
Susan Erickson	2026
Andrea Grossman	2025
Sarah Measures	2025
Steven Smith	2024

**Constable**

Joseph Topol	2024
Mary McCue	2024
Michael Albanese	2025

**Council on Aging**

Amy Loveless ( <i>Director</i> )	----
Peg Brown	2027
Paul Guthrie	2027
Mary Mitzcavitch	2025
Janice Rosenberg	2025
Mary Ann Shields	2027

**Cultural Council**

Greg Bokis	2024
Jenna Dargie	2024
Bree Edwards	2026
Nancy Krueger	2026
Linda McConchie	2026
Zannah Noe	2025

Richard Pepin	2025
Nancy Krueger	2026
Lisa Dunn	2024

**Economic Development Committee**

Christopher Arsenault	2025
Kathryn Cormier	2025
Sarah Cressy	2025
Armand Diarbekirian	2025
Kate Hogan- <i>State Representative</i>	2025
Andrew Moerlein	2025
Bill Nemser	2025
Richard Pepin	2025
Mark Pesce	2025
Steven Smith	2025
Lynda Thayer	2025
William Thornley	2025

**Emergency Management Director**

Angela Lawless	----
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**Facilities Manager**

Justin DeMarco	----
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**Assistant Facilities Manager**

Kyle Brainard	----
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**Finance Committee**

Peter Campbell	2025
Nathaniel Dwyre	2027
Danielle Ericks	2024
Linda Holt	2026
Katie Moore	2027
Jillian Prendergast	2026
Nikhil Rao	2025
Nathan Wigfield	2026

**Finance Director**

Kevin Peterson	----
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**Fire Chief**

Angela Lawless	----
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**Gas Inspector**

Adam Sahlberg	2025
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**Green Meadow School Building**

Mark James Anderson	2026
Mary S. Brannelly	2026
Gerald Culbert	2026
Justin Demarco	2026

Christopher DiSilva	2026
Jennifer Gaudet	2026
Charles Gobron	2026
Brian Haas	2026
Matthew A. Johann	2026
Gregory W. Johnson	2026
Nicholas G. Kane	2026
Anthony J. Midey, Jr.	2026
Ken Neuhauser	2026
Robert Rouleau	2026
Anthony Savard	2026
Michael Stevens	2026
Wayne White	2026

#### **Hazard Mitigation Plan Advisory Group**

Wayne Amico	2025
Richard Asmann	2025
Justin Demarco	2025
Julia Flanary	2025
Michael Hatch	2025
Angela Lawless	2025
Bill Nemser	2025
Michael Noble	2025
Priscilla Ryder	2025
Wayne White	2025

#### **Health Agent**

Ivan Kwagala *Resigned 10/2024	----
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#### **Historical Commission**

Pamela Agner	2025
Brion Berghaus	2025
John P. Courville	2026
Ellen Duggan	2027
Lee Eyler	2025
Paul Lesage	2024
David Mark	2026
Priscilla Sandberg	2024

#### **Local Emergency Planning Committee**

Chief Angela Lawless	2025
Chief Michael Noble	2025
Justin DeMarco	2025
Stephanie Duggan	2025
Ivan Kwagala *	2024
Gregory W. Johnson	2025
Christopher Troiano, Deputy Chief	2025

#### **Master Plan Implementation Committee**

Mary Brannelly	2025
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John Cramer	2025
Bryan Delaney	2025
Susan Erickson	2025
Julia Flanary	2025
Jason Kreil	2025
Amy Loveless	2025
Andrew Moerlein	2025
Bill Nemser	2025

#### **Metropolitan Area Planning Council**

Bill Nemser	2025
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#### **Municipal Services Executive Director**

Steven Silverstein	----
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#### **Planning Board**

Mark Alston-Follansbee	2028
Christopher Arsenault	2028
Jeff Black	2028
William Cranshaw	2026
Chris Kline	2028
Natalie Robert	2025

#### **Plumbing Inspector**

Adam Sahlberg	2025
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#### **Police Chief**

Michael Noble	----
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#### **Public Works Director**

Justin DeMarco	----
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#### **Records Access Officer**

Melissa L. Pelletier	----
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#### **Recreation Commission**

John Brennan	2025
Thomas Hesbach	2025
Denise Walsh	2024
Daniel Nash	2025

#### **Retirement Board**

James Alexander	----
Sandra Baltazar	----
Christopher F. Connelly, Sr.	2025
Patrick Hakey	2026
Kevin Peterson	----
Clifford Wilson	2024

#### **Retirement Executive Director**

Ken DeMars	----
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#### **Retirement Assistant Executive Director**

Diane Montanez	----
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**Superintendent of Schools**

Brian Haas -----

**Town Accountant**

Kevin Petersen -----

**Town Administrator**

Gregory Johnson -----

**Assistant Town Administrator**

Stephanie Duggan -----

**Town Clerk**

Dianne M. Reardon *Retired 9/2024* -----

Melissa L. Pelletier -----

**Town Planner**

Bill Nemser -----

**Treasurer/Collector**

Jennifer Welch -----

**Tree Committee**

Lee Eyler 2025

Justin Demarco 2025

Pete McBride 2025

Daniel Schissler 2025

Steven Smith 2025

**Tree Warden**

Justin DeMarco -----

**Veterans Agent**

Peter Harvell -----

**Wiring Inspector**

Peter Morrison 2025



**Presidential Primary Election – March 5, 2024**

	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>PRECINCT 4</b>	<b>TOTAL</b>
<b><i>DEMOCRATIC BALLOT</i></b>					
<b>PRESIDENTIAL PREFERENCE</b>					
Dean Phillips	15	13	20	14	62
Joseph R. Biden	367	325	430	274	1,396
Marianne Williamson	16	8	15	9	48
NO PREFERENCE	42	52	41	33	168
Robert Kennedy	2	3	0	0	5
Scattered	0	3	4	2	9
Blanks	2	8	7	6	23
<b>TOTAL</b>	<b>444</b>	<b>412</b>	<b>517</b>	<b>338</b>	<b>1,711</b>
<b>STATE COMMITTEE MAN</b>					
James B. Eldridge	425	372	470	299	1,566
Scattered	0	0	0	0	0
Blanks	19	40	47	39	145
<b>TOTAL</b>	<b>444</b>	<b>412</b>	<b>517</b>	<b>338</b>	<b>1,711</b>
<b>STATE COMMITTEE WOMAN</b>					
Kara M. Le Treize	383	341	441	270	1,435
Scattered	0		1		1
Blanks	61	71	75	68	275
<b>TOTAL</b>	<b>444</b>	<b>412</b>	<b>517</b>	<b>338</b>	<b>1,711</b>
<b>TOWN COMMITTEE</b>					
Group	296	282	358	209	1,145
Blanks	12,209	11,241	14,051	9,480	46,981
Sara W. Hartman	304	298	382	230	1,214
Janice K. Jones	310	296	374	224	1,204
Jeffrey C. Swanberg, Jr.	329	300	386	226	1,241
Kimberley Joanne Connors	303	301	374	225	1,203
Sally Bubier	340	329	399	249	1,317
Katherine J. Belisle	306	295	375	228	1,204
Maura A. Flynn	316	302	377	226	1,221
Hilary L. Griffiths	302	294	376	223	1,195

Terry Ann Morse	306	290	374	223	1,193
Holly Allison Blomster	304	296	378	225	1,203
Scattered	4	14	3	1	22
Blanks	147	128	158	129	562
<b>TOTAL</b>	<b>15,776</b>	<b>14,666</b>	<b>18,365</b>	<b>12,098</b>	<b>60,343</b>
<b>REPUBLICAN BALLOT</b>					
<b>PRESIDENTIAL PREFERENCE</b>					
Chris Christie	2	3	7	1	13
Ryan Binkley	1	0	0	0	1
Vivek Ramaswamy	0	0	2	0	2
Asa Hutchinson	1	0	1	1	3
Donald J. Trump	137	110	163	133	543
Ron Desantis	1	2	2	3	8
Nikki Haley	136	85	139	103	463
NO PREFERENCE	2	1	2	1	6
Scattered	0	0	1	0	1
Blanks	2	16	1	1	20
<b>TOTAL</b>	<b>282</b>	<b>217</b>	<b>318</b>	<b>243</b>	<b>1,060</b>
<b>STATE COMMITTEE MAN</b>					
Dave H. Lunger	171	129	208	136	644
Scattered	1		2	4	7
Blanks	110	88	108	103	409
<b>TOTAL</b>	<b>282</b>	<b>217</b>	<b>318</b>	<b>243</b>	<b>1,060</b>
<b>STATE COMMITTEE WOMAN</b>					
Caroline Stewart Cunningham	154	119	189	119	581
Dorothy Bisson	20	16	19	23	78
Scattered	2	1	1	2	6
Blanks	106	81	109	99	395
<b>TOTAL</b>	<b>282</b>	<b>217</b>	<b>318</b>	<b>243</b>	<b>1,060</b>
<b>TOWN COMMITTEE</b>					
Group	128	88	128	82	426
Blanks	3,626	2,555	4,097	3,197	13,475
Victoria A. Cudmore	149	111	150	114	524
Donna F. Henrich	148	112	155	102	517



Robert Louis Morel	160	102	158	109	529
Mary Lynn	143	80	149	105	477
Scattered	4	5	0	4	13
Blanks	154	112	188	160	614
<b>TOTAL</b>	<b>4,512</b>	<b>3,165</b>	<b>5,025</b>	<b>3,873</b>	<b>16,575</b>
<b><i>LIBERTARIAN</i></b>					
<b>PRESIDENTIAL PREFERENCE</b>					
Jacob George Hornberger	0	0	2	1	3
Michael D. Rectenwald	0	0	0	0	0
Chase Russell Oliver	1	0	0	0	1
Michael Ter Maat	0	0	0	0	0
Lars Damian Mapstead	0	1	0	0	1
NO PREFERENCE	3	1	5	4	13
Blanks	1	0	2	0	3
<b>TOTAL</b>	<b>5</b>	<b>2</b>	<b>9</b>	<b>5</b>	<b>21</b>
<b>STATE COMMITTEE MAN</b>					
Walter J. Ziobro	0	1	5	3	9
Blanks	5	1	4	2	12
<b>TOTAL</b>	<b>5</b>	<b>2</b>	<b>9</b>	<b>5</b>	<b>21</b>
<b>STATE COMMITTEE WOMAN</b>					
Scattered	0	0	1	0	1
Blanks	5	2	8	5	20
<b>TOTAL</b>	<b>5</b>	<b>2</b>	<b>9</b>	<b>5</b>	<b>21</b>
<b>TOWN COMMITTEE</b>					
Blanks	50	20	90	50	210
<b>TOTAL</b>	<b>50</b>	<b>20</b>	<b>90</b>	<b>50</b>	<b>210</b>
<b>*Total Registered Voters</b>	<b>Precinct 1</b>	<b>Precinct 2</b>	<b>Precinct 3</b>	<b>Precinct 4</b>	<b>TOTAL</b>
Democratic	602	564	710	542	2,418
Republican	154	141	202	151	648
Libertarian	6	9	5	6	26
Unenrolled	1,362	1,158	1,616	1,234	5,370
Other	26	16	14	14	70
<b>Total</b>	<b>2,150</b>	<b>1,888</b>	<b>2,547</b>	<b>1,947</b>	<b>8,532</b>

Total Votes Cast	Precinct 1	Precinct 2	Precinct 3	Precinct 4	TOTALS
Democrat	444	412	517	338	1,711
Republican	282	217	318	243	1,060
Libertarian	5	2	9	5	21
<b>Total</b>	<b>731</b>	<b>631</b>	<b>844</b>	<b>586</b>	<b>2,792</b>
<b>Total Registered Voters = 8532</b>					

### Annual Town Election – May 7, 2024

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTALS
<b>SELECT BOARD</b>					
MICHAEL STEVENS	221	139	277	149	786
LINDSAY H. MCCONCHIE	213	139	261	151	764
BLANKS	71	61	60	55	247
SCATTERED	3	3	10	3	19
<b>TOTAL</b>	<b>508</b>	<b>342</b>	<b>608</b>	<b>358</b>	<b>1816</b>
<b>SCHOOL COMMITTEE</b>					
HILARY L. GRIFFITHS	222	152	269	160	803
ALEXIS FISHBONE	266	180	308	185	939
BLANKS	14	8	21	11	54
SCATTERED	6	2	10	2	20
<b>TOTAL</b>	<b>508</b>	<b>342</b>	<b>608</b>	<b>358</b>	<b>1816</b>
<b>MODERATOR</b>					
RICHARD DICK DOWNEY	237	157	273	158	825
BLANKS	16	14	30	21	81
SCATTERED	1	0	1	0	2
<b>TOTAL</b>	<b>254</b>	<b>171</b>	<b>304</b>	<b>179</b>	<b>908</b>
<b>BOARD OF LIBRARY TRUSTEES</b>					
WADE C. REES	237	161	266	163	827
BLANKS	16	10	37	16	79
SCATTERED	1	0	1	0	2
<b>TOTAL</b>	<b>254</b>	<b>171</b>	<b>304</b>	<b>179</b>	<b>908</b>

<b>ARTICLE QUESTION</b>					
YES	202	126	220	135	683
NO	8	8	20	17	53
BLANKS	44	37	64	27	172
<b>TOTAL</b>	<b>254</b>	<b>171</b>	<b>304</b>	<b>179</b>	<b>908</b>

**State Primary Election – September 3, 2024**

	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>PRECINCT 4</b>	<b>TOTALS</b>
<b><i>DEMOCRATIC BALLOT</i></b>					
<b>SENATOR IN CONGRESS</b>					
Blanks	17	17	14	13	61
Elizabeth Ann Warren	295	272	380	263	1210
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>REPRESENTATIVE IN CONGRESS</b>					
Blanks	16	14	24	17	71
Katherine M. Clark	296	275	370	259	1200
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>COUNCILLOR</b>					
Blanks	19	14	20	17	70
Marilyn M. Petitto Devaney	151	135	190	113	589
Mara Dolan	142	140	184	146	612
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>SENATOR IN GENERAL COURT</b>					
Blanks	20	16	13	23	72
James B. Eldridge	292	273	381	253	1199
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>REP IN GENERAL COURT</b>					
Blanks	15	8	14	12	49
Kate Hogan	297	281	380	264	1222
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>

<b>CLERK OF COURTS</b>					
Blanks	34	24	34	41	133
Michael A. Sullivan	278	265	360	235	1138
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>REGISTER OF DEEDS</b>					
Blanks	35	20	35	37	127
Maria C. Curtatone	277	269	359	239	1144
<b>TOTAL</b>	<b>312</b>	<b>289</b>	<b>394</b>	<b>276</b>	<b>1271</b>
<b>REPUBLICAN BALLOT</b>	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>PRECINCT 4</b>	<b>TOTALS</b>
<b>SENATOR IN CONGRESS</b>					
Blanks	1	3	0	0	4
Robert J. Antonellis	36	20	34	18	108
Ian Cain	5	2	7	1	15
John Deaton	41	43	66	49	199
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b>REPRESENTATIVE IN CONGRESS</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b>COUNCILLOR</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b>SENATOR IN GENERAL COURT</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b>REP IN GENERAL COURT</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>

<b>CLERK OF COURTS</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b>REGISTER OF DEEDS</b>					
Blanks	83	68	107	68	326
<b>TOTAL</b>	<b>83</b>	<b>68</b>	<b>107</b>	<b>68</b>	<b>326</b>
<b><i>LIBERTARIAN BALLOT</i></b>	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>PRECINCT 4</b>	<b>TOTALS</b>
<b>SENATOR IN CONGRESS</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>REPRESENTATIVE IN CONGRESS</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>COUNCILLOR</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>SENATOR IN GENERAL COURT</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>REP IN GENERAL COURT</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>CLERK OF COURTS</b>					
Blanks	0	1	1	0	2
<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>REGISTER OF DEEDS</b>					
Blanks	0	1	1	0	2

<b>TOTAL</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>
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### Presidential Election – November 5, 2024

	<b>PRECINCT 1</b>	<b>PRECINCT 2</b>	<b>PRECINCT 3</b>	<b>PRECINCT 4</b>	<b>TOTAL</b>
<b>Total Registered Voters</b>	2224	1963	2683	2005	<b>8875</b>
<b>Total Votes</b>	1724	1494	2063	1481	<b>6762</b>
<b>Percent (Total Votes/Total Voters)</b>	78%	76%	77%	74%	<b>76%</b>
<b>PRESIDENT AND VICE PRESIDENT</b>					
Ayyadurai and Ellis (Independent)	5	6	9	7	27
De La Cruz and Garcia (Socialism & Liberation)	5	8	8	3	24
Harris and Walz (Democratic)	1194	1045	1472	1032	4743
Oliver and Ter Maat (Libertarian)	12	7	8	13	40
Stein and Caballero-Roca (Green Rainbow Party)	17	9	14	10	50
Trump and Vance (Republican)	468	396	512	390	1766
All Others	7	6	13	5	31
Blanks	16	17	27	21	81
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>SENATOR IN CONGRESS</b>					
Elizabeth Ann Warren (Democratic)	1154	1017	1412	1008	4591
John Deaton (Republican)	539	447	615	437	2038
All Others	3	2	1	2	8
Blanks	28	28	35	34	125
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>REPRESENTATIVE IN CONGRESS- FIFTH DISTRICT</b>					
Katherine M. Clark (Democratic)	1375	1173	1645	1157	5350
All Others	22	8	15	10	55

Blanks	327	313	403	314	1357
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>COUNCILLOR- THIRD DISTRICT</b>					
Mara Dolan (Democratic)	1348	1146	1622	1131	5247
All Others	17	4	12	9	42
Blanks	359	344	429	341	1473
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>SENATOR IN GENERAL COURT- MIDDLESEX &amp; WORCESTER DISTRICT</b>					
James B. Eldridge (Democratic)	1363	1179	1621	1138	5301
All Others	19	6	23	9	57
Blanks	342	309	419	334	1404
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>REP IN GENERAL COURT- THIRD MIDDLESEX DISTRICT</b>					
Kate Hogan (Democratic)	1393	1216	1657	1170	5436
All Others	13	5	9	7	34
Blanks	318	273	397	304	1292
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>CLERK OF COURTS- MIDDLESEX COUNTY</b>					
Michael A. Sullivan (Democratic)	1354	1152	1619	1119	5244
All Others	9	2	16	6	33
Blanks	361	340	428	356	1485
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>REGISTER OF DEEDS- MIDDLESEX SOUTHERN DISTRICT</b>					
Maria C. Curtatone (Democratic)	1114	971	1374	942	4401
William "Billy" Tauro (Independent)	405	328	425	345	1503
All Others	1	1	1	0	3
Blanks	204	194	263	194	855
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>



<b>QUESTION 1 - STATE AUDITOR'S AUTHORITY TO AUDIT THE LEGISLATURE</b>					
Yes	1212	993	1376	1013	4594
No	406	409	586	365	1766
Blanks	106	92	101	103	402
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>QUESTION 2 - ELIMINATION OF MASS COMPREHENSIVE ASSESSMENT SYSTEM (MCAS) AS HIGH SCHOOL GRADUATION REQUIREMENT</b>					
Yes	1078	902	1273	920	4173
No	613	560	758	515	2446
Blanks	33	32	32	46	143
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>QUESTION 3 - UNIONIZATION FOR TRANSPORTATION NETWORK DRIVERS</b>					
Yes	995	873	1195	854	3917
No	645	550	776	538	2509
Blanks	84	71	92	89	336
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>QUESTION 4 - LIMITED LEGALIZATION &amp; REGULATION OF CERTAIN NATURAL PSYCHEDELIC SUBSTANCES</b>					
Yes	849	722	971	701	3243
No	803	712	1041	713	3269
Blanks	72	60	51	67	250
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>QUESTION 5 - MINIMUM WAGE FOR TIPPED WORKERS</b>					
Yes	707	599	837	595	2738
No	949	844	1157	830	3780
Blanks	68	51	69	56	244
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>
<b>QUESTION 6</b>					
Yes	1067	912	1299	926	4204
No	511	455	614	414	1994

Blanks	146	127	150	141	564
<b>TOTAL</b>	<b>1724</b>	<b>1494</b>	<b>2063</b>	<b>1481</b>	<b>6762</b>

### **2024 Annual Town Meeting**

At the Annual Town Meeting duly called and held at the Fowler School Auditorium, 3 Tiger Drive, on Monday, May 20, 2024 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (75 Voters = quorum); **151** voters were present, all department heads except Justin Demarco (excused) and 6 guests were present.

**The Town Moderator, Richard “Dick” Downey, called the meeting to order at 7:00 pm.**

At the start of the meeting, Moderator Downey appointed William Kohlman as the Deputy Moderator.

#### **MOTION PASSED SIGNIFICANTLY**

Also at the start of the meeting, Moderator Downey asked for a vote by show of hands for group-like Articles to be voted together.

#### **MOTION PASSED SIGNIFICANTLY**

William Kohlman, Chair, Charter Review Committee, delivered the final Charter Review report and dissolved the Charter Review Committee.

### **ARTICLE: 1            TOWN REPORT ACCEPTANCE**

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

To do or act thereon.

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

Comments: (Sponsor) This is an annual procedural article to accept reports from various Town committees. The town’s Annual Report is the specific report propose for acceptance.

Comments: (Finance Committee) This is an annual procedural article to accept reports from various Town committees.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 1 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 2            OBSOLETE EQUIPMENT, MATERIAL**

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

To do or act thereon.

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

Comments: (Sponsor) Annual article to allow sale/disposal of surplus equipment, if any, in accordance with state law.

Comments: (Finance Committee) This is an annual procedural article to allow the Select Board to sell or dispose of surplus equipment in accordance with state law.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 2 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 3            AUTHORIZE REVOLVING FUNDS CHAPTER 44, SECTION 53E1/2**

To see if the town will vote to authorize the total expenditures for the following revolving funds pursuant to MGL Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2024 (FY25), to be expended in accordance with the bylaws heretofore approved.

Revolving Fund	Spending Limit
----------------	----------------

Conservation Commission - Wetlands Bylaw Consultant Fees	\$25,000.00
Planning Board - Site Plan Review	\$25,000.00
Disposal - Drop Off Center	\$15,000.00
Board of Health - Licensing Fees	\$25,000.00
Council on Aging - COA Van Service	\$85,000.00
Sealer of Weights & Measures	\$5,000.00
Electrical/Wiring Inspection Services	\$65,000.00
Plumbing & Gas Inspection Services	\$60,000.00
Municipal Permitting	\$40,000.00
Recreation	\$20,000.00
Electric Vehicle Charging Stations	\$35,000.00
<b>TOTAL OF ALL REVOLVING FUNDS</b>	<b>\$400,000.00</b>

To do or act thereon.

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

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

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

Robert Morel, 4 Guyer Road, asked for clarification about the electric vehicle charging stations.

Christopher DiSilva, Select Board, explained the initial investments.

Justine St. John, Select Board, explained the revolving funds allowing us to take money in and pivot the money back into the charging stations themselves.

Gregory Johnson, Town Administrator, explained that the majority of the funding came from Eversource.

Robert Morel, 4 Guyer Road, asked if the money was being used for repairs.

Dick Downey, Moderator, answered that the state law requires a vote at Town Meeting for use of these revolving funds.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 3 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 123-YES / 5-NO / 2-BLANKS**

#### ARTICLE: 4                      CERTIFIED FREE CASH APPROPRIATION FOR FISCAL YEAR 2024

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

Snow & Ice Deficit	\$ 300,000.00
Capital Stabilization Fund	\$ 110,880.00
General Stabilization Fund	\$ 50,000.00
Other Post Employment Benefits Fund	\$ 25,000.00
Alumni Bleachers Planning and Design	\$ 55,000.00
Alumni Field Bleacher Rentals	\$ 50,000.00
COVID-19 FEMA Fund	\$ 28,734.00
Police Cruisers	\$ 110,000.00
Fire Alarm Radio Monitoring System	\$ 40,000.00
Fire Personal Protection Safety Equipment	\$ 40,000.00
School Facilities Envelope/Roof Repairs	\$ 60,000.00
Library Stairwell Repairs	\$ 50,000.00
Route 27 Intersection Improvements	\$ 450,360.00
<b>Total Requested Appropriation</b>	<b>\$ 1,369,974.00</b>

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$1,369,974.00
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) Free Cash is taxpayer money that has not been appropriated for spending. Traditionally, Maynard uses these funds to pay for one-time items or events, like a deficit in the snow and ice budget or capital projects. The capital items listed above

are submitted in accordance with the priorities of the Capital Planning Committee (CapCom), with the following descriptions:

Supplemental appropriation to snow and ice operations is necessary annually because of unpredictable weather conditions. Transfers into the town's stabilization funds are advised in preparation for unbudgeted, one-time needs. Transfers into the town's Other Post Employment Benefits (OPEB) fund continues efforts to meet the long-term liability of non-retirement benefits obligations for public employees.

Existing contracts are proposed to be maintained for project management and designing of new Alumni Field bleachers and related facilities, in anticipation of final design to be considered for authorization of construction-funding in the fall of 2024. Without access to permanent bleachers, rentals are proposed to be acquired for another academic year.

Anticipated federal funding to reimburse expenses supporting public health and safety operations during the town's response to COVID-19 were not entirely received in prior years, leaving a deficit in the town's annual close-out report to the state's Department of Revenue (DOR). Some funds were received after successful re-application, but a balance remains to be accounted for.

New police cruisers are typically purchased annually to meet operational demand for vehicle fleet turnover. This proposed appropriation is intended to acquire "hybrid" fuel-efficient models to meet sustainability initiatives.

The current system that monitors town-wide fire alarms is at end-of-life and requires replacement. To meet anticipated changes to safety standards, the fire department's personal protective equipment is proposed to be systematically replaced with appropriate gear and equipment. Funding may be available through grants to be paired with this proposed Free Cash appropriation.

Assessment of facilities of the Maynard Public School District show the need to address leaks and degradation of the buildings' envelope and roofs, specifically at Maynard High School and the Fowler School. Of the original request for \$100,000 two year's ago, \$40,000 was appropriated in Fiscal Year 2023, and this appropriation is meant to complete the identified repairs and improvements.

The Maynard Public Library's northeast stairwell suffered substantial water damage from leaks and requires repairs and mitigation. This proposed appropriation funds the execution of plans by a contracted architectural/engineering firm to make necessary repairs and improvements.

Improvements to the intersection of Route 27 at Concord Street have been sought for many years, and is identified as the highest priority by the town's Department of Public Works (DPW), public safety experts and consultants. This proposed appropriation for these improvements would be paired with \$500,000 from the state's allocation of American Recovery Plan Act (ARPA) funds, specifically devoted for this project. These improvements will provide a safer mix of vehicular traffic at this location and its intersection with the Assabet River Rail Trail

(ARRT) to better accommodate pedestrian and vehicular connections from the surrounding neighborhoods and bring the intersection into compliance with current accessibility standards. The project costs include construction administration of the proposed improvements, from design through advertising, bidding, contract procurement, construction, and project closeout. Design is currently underway, with construction anticipated to begin towards the end of calendar year 2024 and continue into 2025.

Comments: (Finance Committee) Passage of this article would appropriate the excess cash flow that was generated through town operations from FY23 to various town priorities. The Massachusetts Department of Revenue recommends as a best practice that communities try to have a free cash balance of 3-5% of their operating budget. Our operating budget for FY23 was \$ 48,663,647.00, and free cash is \$1,369,974, 2.8% of the budget. The Town's financial policies recommend use of Free Cash for capital items, funding stabilization and OPEB accounts, and Snow & Ice deficits.

This article proposes spending in line with these policies. We fund the deficit in snow and ice and add \$185,880 to stabilization accounts. We spend \$105,000 on Alumni field bleacher rental and replacement design, and cover \$28,734 of a funding deficit related to unreimbursed COVID costs. The balance of \$750,360 is spent on various capital projects as prioritized by the Capital Planning Committee, including spending \$450,360 on the Route 27 intersection that will also receive \$500,000 of state funding.

above with specific allowed purposes and this article authorizes each fund's annual revolving limit.

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

Jonathan Skroch, 23 Marlboro Street, noted that the roof on the high school was not that old.

Gregory Johnson, Town Administrator, replied that this funding is for continuous repairs identified by the School Department.

Brian Haas, Superintendent of Schools, added that the high school roof is for routine maintenance, but the Fowler School roof is 20 years old.

Janice Jones, 26 Nick Lane, asked when there would be public input regarding the design of the Route 27 improvements.

Christopher Disilva, Selectboard, replied that this project is past this point in the process.

Gregory Johnson, Town Administrator, added that there were numerous questions addressed at the public hearing and instructed the resident to see the DPW page on the website under "Projects" for information.



Stephen Wagner, 13 Charles Street, stated that he has lived in Maynard since 1974 and lives ½ mile from the intersection in question. He thanked the Town Administrator for giving him the directions to get the plans on the website.

Bob McCarthy, 28 Tobin Drive, asked about the status of the plan for the design, cost and funding of the athletic bleachers. He asked if this will be capital funding.

Lindsay McConchie, Capital Planning Committee, replied that yes, the capital planning committee has talked about the bleachers with the school committee and will be forthcoming in Fiscal Year 25.

Stephen Wagner, 13 Charles Street, asked for clarification on the word “envelope” when speaking on the roofs of schools.

Christopher DiSilva, Select Board, replied that the envelope is the entire outside of the building.

Edward Mullin, 5 Nancy Circle, stated that he feels there should be a master plan. He added that he is disappointed looking at the yellow tape. He would rather simply take the stands down.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 4 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 123-YES / 5-NO / 2 BLANKS**

## ARTICLE: 5 FISCAL YEAR 2025 SALARY ADMINISTRATION PLAN

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

### Appendix B: Salary Table

	<i>Minimum</i>	<i>Maximum</i>
<b>Full-Time Employees</b>	\$20.00	\$ 45.00
<b>Part-Time Employees</b> (no less than MA minimum wage)	\$15.00	\$ 40.00
<b>Part-Time Specialized</b> (i.e., certified/licensed)	\$20.00	\$ 50.00
<b>Veterans’ Agent</b>	Annually	\$10,700.00
<b>Inspector of Animals</b>	Annual Stipend	\$ 105.00
<b>Registrar of Voters</b>	Annual Stipend	\$ 105.00

<b>Clerk, Registrar of Voters</b>	Annual Stipend	\$ 515.00
<b>Moderator</b>	Annual Stipend	\$ 75.00

To do or act thereon.

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

Comments: (Sponsor) The Veterans' Agent salary has increased from \$10,489.31 to \$10,700 [2%].

Comments: (Finance Committee) This is an annual procedural article to make adjustments to the salary table and other terms in the Town's salary Administration Plan. The changes from last year's plan is the Veteran's Agent salary has increased by 2% from \$10,489.31 to \$10,700. The rest of the table remains the same as prior year.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 5 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 123-YES / 5-NO / 2 BLANKS**

## ARTICLE: 6 TOWN GENERAL FUND BUDGET FISCAL YEAR 2025

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide to meet the salaries and wages of Town Officers and employees, expense, and outlays of the Town Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the Town for Fiscal Year 2025 (July 1, 2024 – June 30, 2025) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays as follows:

General Government	\$ 4,088,552
Public Safety	\$ 5,631,872
Public Works	\$ 2,657,164
Cultural & Recreation	\$ 655,833
Education - Maynard	\$ 22,839,261
Education - Assabet	\$ 1,319,213
Employee Benefits	\$ 10,075,030
Debt Service	\$ 5,702,211
Reserve Fund	\$ 250,000
PEG Access	\$ 361,880
<b>Total General Fund Expenses</b>	<b>\$ 53,581,016</b>

To do or act thereon.

SPONSORED BY: Select Board  
APPROPRIATION: \$ 53,821,016.00  
FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): See Attachment Appendix “A” – the appendix information is only a guide and is non-binding except to the single raise and appropriation vote of **\$53,821,016.00**. The categories noted above are for explanation purposes.

Comments (Finance Committee): Passage of this article would adopt the proposed Town General Fund Budget for Fiscal Year 2025 (FY25) in the amount of \$53,581,016. The breakdown by nine major Town functions in the table above shows how the budget is to be allocated to various purposes. The budget process begins months in advance of Town Meeting and is discussed in numerous public meetings by town boards and committees. It is a combined effort of the Select Board, Town Administrator, FinCom, School Committee, and all department heads. FinCom encourages Town Meeting voters to participate in these discussions. FinCom acknowledges that there are always budget constraints and difficult decisions are made during the budget process. Particularly, this Town budget funds the School Department at a lower increase than requested for level service. To meet services in FY25, the School Department plans to draw on various Reserve and Revolving Funds to supplement the Town provided budget. By the School Department estimates, these Reserve and Revolving Funds may not replenish quickly enough to supplement the Town’s provided budget FY26 in the same manner.

Nevertheless, FinCom voted to recommend this article because it presents a balanced budget that weighs the needs of the Town with the revenue available from the increase of Prop 2 1/2 and New Growth. (Please refer also to Appendix A in the Warrant for more context.)

Brian Haas, School Superintendent, spoke on the School Department portion of the budget.

Cavan Stone, 17 Rice Road, drew attention to the last lines in the Finance Committee recommendations, noting that there may be a need for service cuts or different sources of income next year.

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 6 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 119-YES / 12-NO**

**ARTICLE: 7                      ASSABET VALLEY REGIONAL VOCATIONAL  
TECHNICAL SCHOOL STABILIZATION FUND**

To see if the town will vote to approve the Assabet Valley Regional Vocational Technical School Committee's vote on January 9, 2024, to establish a Stabilization Fund for the Assabet Valley Regional Vocational Technical School District, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund;

To do or act thereon.

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

Comments: (Sponsor) The Assabet Valley Regional Vocational School District (AVRVSD) is facing critical funding challenges regarding capital improvements and equipment purchases. For the past fifty years, the district has relied solely on tuition from out-of-district students and grant funding to address these needs. However, recent years have seen a surge in in-district students, rendering these traditional funding sources unsustainable. In 2013, AVRVSD embarked on a major renovation project to address long-standing issues with its facilities. While this project was approved and completed in 2016, it fell short of resolving all the problems plaguing the aging infrastructure and capital equipment needs. Now, with increasing in-district enrollment, the district urgently needs a sustainable solution to address ongoing capital improvement and equipment purchase needs. The proposed solution is the creation of a Stabilization Fund, governed and overseen by the school committee in accordance with Massachusetts General Laws, Chapter 71, Section 16G ½. This fund will provide the district with the flexibility to allocate resources where they are most needed to support the technical programs offered at AVRVSD. At the upcoming town meeting, a simple majority vote is required to approve this warrant article. It is imperative that community members recognize the importance of this initiative in securing the future of Assabet Valley Regional Vocational School District and ensuring that students receive the quality education they deserve.

Comments: (Finance Committee) This article will authorize the Assabet Valley Regional Technical High School (AVRHS) to create a Stabilization Fund. Currently, capital expenses are paid through a capital expense line item in the annual operating budget or through special assessments and borrowing. Spending from this Stabilization Fund will be controlled by the AVRTHS School Committee. Maynard has a representative on this committee. The Finance Committee recommends the creation of a stabilization fund to address future long-term capital needs of the school.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 7 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## ARTICLE: 8 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2025

To see if the town will vote to recommend that the following sums be appropriated to operate the Sewer Enterprise Fund, in accordance with the provisions of M.G.L. c. 44 § 53F ½. Such sums of money as may be necessary, together with revenue from the Sewer Enterprise Fund operations, to defray the expenses for Fiscal Year 2025 (July 1, 2024 – June 30, 2025).

**TOTAL REVENUES \$ 3,816,459.50**

### EXPENSES - DIRECT

Sewer - Salaries	\$ 425,925.00
Sewer – Expense	\$ 337,050.00
Sewer - Capital	\$ 492,029.00
Sewer - Long Term Debt Principal	\$ 600,631.00
Sewer - Long Term Debt Interest	\$ 141,857.00
Sewer - Waste Water Treatment Plant Expense	<u>\$ 1,441,547.00</u>
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$ 3,439,039.00</b>

### EXPENSES - INDIRECT

Insurance - Health/Life/Unemployment	
Retirement	\$ 122,218.00
Shared Employee Costs	<u>\$ 255,202.50</u>
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 377,420.50</b>

**TOTAL FY2025 BUDGET \$ 3,816,459.50**

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$ 3,816,459.50
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) The Fiscal year 2025 Sewer Enterprise Budget is an increase of (3.96%) over Fiscal Year 2024. The increase in Fiscal Year 2025 Sewer Enterprise Fund Budget is a result of economic inflationary drivers.

Comments: (Finance Committee) Passage of this article would adopt the proposed Sewer Enterprise Fund Budget for FY25, total \$3,816,459 .50, and appropriate \$3,439,039 for Direct Expenses. While the \$377,420.50 in Indirect Expenses is appropriated through the Town General Fund Budget, this amount is reimbursed by the Sewer Enterprise Fund. FinCom supports this increase in the Sewer Enterprise Fund Budget of 3.96%, in line with industry inflationary drivers.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 8 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 128-YES / 6-NO**

## ARTICLE: 9 WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2025

To see if the town will vote to recommend that the following sums be appropriated to operate the Water Enterprise Fund, in accordance with provisions of M.G.L. c. 44 §53F ½ such sums of money as may be necessary, together with revenue from Water Enterprise Fund operations, to defray the expenses for FY2025 (July 1, 2024 – June 30, 2025).

<b>TOTAL REVENUES</b>	<b>\$ 2,994,688.88</b>
<b>EXPENSES - DIRECT</b>	
Water - Salaries	\$ 474,800.00
Water – Expense	\$ 1,120,950.00
Water - Capital	\$ 237,678.00
Water – Long Term Debt Principal	\$ 305,000.00
Water – Long Term Debt Interest	<u>\$ 379,476.00</u>
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$ 2,517,904.00</b>
<b>EXPENSES - INDIRECT</b>	
Insurance - Health/Life/ Unemployment	
Retirement	\$ 161,457.92
Shared Employee Costs	<u>\$ 315,326.96</u>
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 476,784.88</b>
<b>TOTAL FY2025 BUDGET</b>	<b>\$ 2,994,688.88</b>

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$ 2,994,688.88
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) The Fiscal year 2025 Water Enterprise Budget is a (10.68%) increase from Fiscal Year 2024. The increase in Fiscal Year 2025 Water Enterprise Fund Budget is a result of rising expenditures due to several factors including global economic inflation factors, state and federal unfunded mandates, indirect cost proportionate allocation, and increased need for capital improvements to distribution and treatment. Including debt service for the #4 Water treatment facility upgrades to support the installation of the utilities new Water source, Well “4A”.

Comments: (Finance Committee) Passage of this article would adopt the proposed Water Enterprise Fund Budget for FY25, total \$2,994,688.88, and appropriate \$2,517,904 for Direct Expenses. While the \$476,784.88 in Indirect Expenses is appropriated through the Town General Fund Budget, this amount is reimbursed by the Water Enterprise Fund. The Finance Committee supports this increase in the Water Enterprise Fund Budget of 10.68%, acknowledging the need to spend on water infrastructure. To support new growth, we must also support the growing water capacity demands.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 9 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 128-YES / 6-NO**

## ARTICLE: 10                      TRANSFER FROM WATER RETAINED EARNINGS

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$500,000.00 for the purpose of replenishing the reserve fund within the Fiscal Year 2025 (FY25) Water Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY:                      Select Board  
 APPROPRIATION:                      \$500,000.00  
 FINCOM RECOMMENDATION:      Recommends

Comments: (Sponsor) The transfer of Water Retained Earnings for the purpose of our ongoing cyclical reserve fund transfer within the Water Enterprise budget allows the Select Board, as the town’s water and sewer enterprise commissioners in conjunction with the Department of Public Works (DPW) Director, to efficiently respond to unanticipated failures within the town’s public drinking water utility system. Swift response is required for issues that arise from the aging system. Significant amounts of the utility’s infrastructure are well beyond its designed life cycle. Establishing dedicated reserve funds follows industry standard financial best practice policies.

Comments: (Finance Committee) This article would use \$500,000 of the \$1,133,431 of Water Retained Earnings to establish a reserve fund for FY25 within the Water Enterprise operating



budget for unanticipated expenses. Water Retained Earnings are the surplus funds from the Water Enterprise Fund from FY23. Aging infrastructure and unforeseen circumstances are concerns that potentially require swift action. The creation of a Reserve Fund allows emergency expenses to be paid in a timelier manner as these funds are controlled by the Finance Committee and Select Board votes.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 10 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 11           TRANSFER FROM SEWER RETAINED EARNINGS**

To see if the town will vote to transfer from “Sewer Retained Earnings” the sum of \$200,000.00 for the purpose of replenishing the reserve fund within the Fiscal Year 2025 (FY25) Sewer Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY:                      Select Board  
APPROPRIATION:                   \$200,000.00  
FINCOM RECOMMENDATION:      Recommends

Comments: (Sponsor) The transfer of Sewer Retained Earnings for the purpose of our ongoing cyclical reserve fund transfer within the Sewer Enterprise budget allows the Select Board, as the town’s water and sewer enterprise commissioners in conjunction with the Department of Public Works (DPW) Director to efficiently respond to unanticipated failures within the town’s public sewer (effluent) utility system. Swift response is required for issues that arise from our aging system. Significant amounts of the utility’s infrastructure are well beyond its designed life cycle. Establishing dedicated reserve funds follows industry standard financial best practice policies.

Comments: (Finance Committee) This article would use \$200,000 of the \$728,914.00 of Sewer Retained Earnings to establish a reserve fund for FY25 within the Sewer Enterprise operating budget for unanticipated expenses. Sewer Retained Earnings are the surplus funds from the Sewer Enterprise Fund from FY23. Aging infrastructure and unforeseen circumstances are concerns that potentially require swift action. The creation of a Reserve Fund allows emergency expenses to be paid in a timelier manner as these funds are controlled by the Finance Committee and Select Board votes.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 11 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 12                      TRANSFER FROM WATER RETAINED EARNINGS FOR CAPITAL IMPROVEMENTS**

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$180,000.00. Funds to be used for the purpose of funding Capital Equipment purchases for the Town of Maynard’s Water Department.

To do or act thereon.

SPONSORED BY:                      Select Board  
APPROPRIATION:                      \$180,000.00  
FINCOM RECOMMENDATION:      Recommends

Comments: (Sponsor) This proposed transfer of Water Retained Earnings is for the purpose of acquiring one (1) Western Star 47X Truck. This is a replacement of a current front-line water equipment and construction vehicle that is more than fifteen years-old. Replacement is vital for reliability and enhanced efficiency with operational issues. This equipment is integral to the operation and repair of our water distribution utility. The upgrade of this equipment will provide safe and efficient means of response and capability of public drinking water utility operations. The cost of procurement is directly related to the water enterprise retained earnings, which will avoid debt/borrowing and long-term interest payments. This appropriation will not influence the water and sewer rates.

Comments: (Finance Committee) This article would transfer \$180,000 of Water Retained Earnings for the DPW to use for Capital Equipment procurement. These funds would allow for the purchase of a new truck to replace a fifteen-year-old truck. This will allow the Department of Public Waster to properly service the Town’s water operations and repairs. Maintaining an aging fleet of vehicles can add additional costs to the Town through vehicle maintenance repairs. Finance Committee supports this transfer to strengthen the DPW’s fleet, as rates will not be affected.

**MOTION MADE:** Ms. St. John moved that the Town vote to approve Article 12 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

**ARTICLE: 13            TRANSFER FROM SALE OF CEMETERY LOTS  
ACCOUNT TO PERPETUAL CARE EXPENDITURE  
ACCOUNT**

To see if the town will vote to transfer from “Sale of Cemetery Lots Receipts Reserved for Appropriation” the sum of \$60,831.00 for the purpose of improvements, maintenance, and operations at the Town of Maynard’s municipal cemetery.

To do or act thereon.

SPONSORED BY:                      Select Board  
APPROPRIATION:                    \$60,831.00  
FINCOM RECOMMENDATION:      At Town Meeting

Comments: (Sponsor) The transfer of Cemetery Perpetual Care Sale of Lots receipts for the purpose of supporting annual maintenance and operational requirements in support of yearly operating budget for the Department of Public Works (DPW) cemetery division, as well as improvement projects such as expansion planning. The current balance in the Sale of Cemetery Lots account is \$122,472.60.

Comments: (Finance Committee) At Town Meeting

**MOTION MADE:** Mr. Swanberg moved that the Town vote to approve Article 13 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 131-YES / 0-NO**

**ARTICLE: 14            TRANSFER FROM SALE OF CEMETERY LOTS  
ACCOUNT TO PERPETUAL CARE TRUST FUND**

To see if the town will vote to transfer from “Sale of Cemetery Lots Receipts Reserved for Appropriation” the sum of \$60,831.00 for the purpose of sustaining funds for the Perpetual Care Trust Fund.

To do or act thereon.

SPONSORED BY: Select Board  
APPROPRIATION: \$60,831.00  
FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) This proposed transfer of Cemetery Perpetual Care Sale of Lots receipts is for the purpose of depositing funding to sustain funds for the Perpetual Care Trust Fund (Non-Exp). The current balance in the Sale of Cemetery Lots account is \$122,472.60.

Comments: (Finance Committee) At Town Meeting

**MOTION MADE:** Mr. Swanberg moved that the Town vote to approve Article 14 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 15            MAYNARD GOLF COURSE RECEIPTS TRANSFER TO GOLF COURSE CAPITAL IMPROVEMENTS FUND**

To see if the town will vote to transfer the sum of \$55,390.64 from the Maynard Golf Course Receipts Reserved for Appropriation to pay for capital improvements to the golf course.

To do or act thereon.

SPONSORED BY: Select Board  
APPROPRIATION: \$55,390.64  
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The transfer of revenue receipts provided to the Town of Maynard per contractual agreement with Sterling Golf Management Inc. will be utilized to complete capital improvement projects to the course, club house, and facilities. Requested allocations will be focused on full roof replacement and facility improvements to address several long-standing roof failures which continue to cause internal damage and structural capacity issues. Maynard Golf Course facilities currently house the Town of Maynard’s Council on Aging and club house function hall. Roof failures have significantly impacted golf function business. Function proceeds are part of a direct revenue payment to the Town of Maynard per contractual agreement. Yearly receipt allocations are being compounded deliberately to fund a large-scale capital improvement project that cannot be solely funded through a single year funding appropriation. The current balance in our capital improvement account for this project is \$215,788.50. Current costs for roof replacement project are approximately \$770,000.00.

Comments: (Finance Committee) The passage of this article would transfer the sum of \$55,390.64 from the Maynard Golf Course Receipts Reserved for Appropriation to pay for capital improvement to the golf course. This is part of an on-going savings plan to fund large-scale capital improvements to the Club House, as outlined in the Sponsor Comments.

Deborah Roussell, 4 Grant Street, spoke on the issues occurring at the senior center. She spoke on the building being a mess for years and how, when the town purchased the golf course, that did not cover a senior center or a function hall.

Gregory Johnson, Town Administrator, stated that money has not been spent on the roof yet. He added that the concerns will continue to be addressed and there are no finalized plans this evening.

Deborah Roussell, 4 Grant Street, feels there is more money set aside year after year, and there is a possibility that the repairs could be significantly less.

Gregory Johnson, Town Administrator, added that the leaks in the roof will be held to Sterling Golf.

Cavan Stone, 17 Rice Road, asked if there is a threshold dollar amount for the roof.

Gregory Johnson, Town Administrator, replied that per the comments, \$770,000.00 for roof replacement.

Cavan Stone, 17 Rice Road, asked if the contract with Sterling Golf has them responsible for any percentage of funding towards repairs.

David Steele, 229 Main Street, asked where the money was coming from, the taxpayer or golf receipts.

Jeffrey Swanberg, 96 Acton Street, replied that it comes from the golf course green fees.

**MOTION MADE:** Mr. Swanberg moved that the Town vote to approve Article 15 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 108-YES / 24-NO / 2-BLANKS**

## **ARTICLE: 16            TRANSFER FROM MSBA REIMBURSEMENTS TO GENERAL STABILIZATION**

To see if the town will vote to transfer the current balance of the special revenue from reimbursement payments by the Massachusetts School Building Authority (MSBA) for the feasibility phase of the new Green Meadow School, into the General Stabilization Fund.

To do or act thereon.

SPONSORED BY: Select Board  
APPROPRIATION: \$ 502,904.00  
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) Special Town Meeting on October 3, 2020 authorized the transfer of \$1,000,000 from the town's General Stabilization Fund for costs associated with the feasibility phase of the new Green Meadow School project. During the feasibility phase, the Massachusetts School Building Authority (MSBA) provided reimbursements for eligible costs in accordance with the state-determined reimbursement rate. The original intention of authorizing the transfer from the town's General Stabilization Fund was to replenish the stabilization fund with MSBA reimbursements. The new Green Meadow School project has entered into the design phase, following authorization at the Special Town Meeting held October 10, 2023, to borrow funds for project costs through a debt-exclusion override.

Comments: (Finance Committee) Passage of this article would allow the Town to use reimbursed funds by the MSBA for approved expenses incurred and transfer them to the General Stabilization Fund. Replenishing the stabilization fund will allow for the continuation of Green Meadow's design phase, which was voted on by Town members.

**MOTION MADE:** Mr. Swanberg moved that the Town vote to approve Article 16 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 17            DISPOSITION OF 61-63 SUMMER STREET**

To see if the town will vote to change the use of the property at 61-63 Summer Street (former Fowler School) from general municipal use to a property for sale and to authorize the Select Board to sell the property on the terms and conditions it deems appropriate and are in the best interest of the Town and to enter into any and all agreements to effectuate same.

To do or act thereon.

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

Comments: (Sponsor) The Maynard Select Board appointed an advisory committee of Maynard residents to determine the potential uses for the site of the old Fowler School at 61-63 Summer Street. The property had been leased to non-profit organization ArtSpace, Inc. for more than 20

years. Since ArtSpace's relocation, the town has no operational need for the property, and the advisory committee recommends its disposition (sale). The advisory committee is partnering with the regional planning agency, Metropolitan Area Planning Council (MAPC), and has conducted extensive outreach to consider input from the community, private developers, town staff and local officials. The advisory committee is anticipated to present options for the consideration of the Select Board for the property's future that would advance the goals of the town's policies, including the Maynard Master Plan, Housing Production Plan, and Community Development Principles. Retaining ownership of the property continues maintenance and liability burdens to the town, as well as opportunity costs against the town's efforts for sustainable growth.

Comments: (Finance Committee) This article allows for the Select Board to sell the property at 61 - 63 Summer Street (former Fowler School) on the terms and conditions it deems most advantageous to the town. The former school had outlived its educational purpose more than 20 years ago, it needs major rehabilitation for any municipal purposes, and to continue to allow it to remain a town property is a negative position for the town. The first step to sell the property is to declare it an obsolete asset, while controlling future development through a RFP process. The RFP process will allow the town to develop it within the Maynard Master Plan. The Finance Committee recommends the sale of this property, which could be a financial benefit to the town.

Edward Mullin, 5 Nancy Circle, stated that this property is a mess. He asked that the DPW at least cut the grass and shrubs. He added that we have to take care of our areas.

**MOTION MADE:** Mr. Gavin moved that the Town vote to approve Article 17 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 123-YES / 9-NO / 3-BLANKS**

## **ARTICLE: 18            PUBLIC SHADE TREES**

To see if the Town will vote to Amend the Town By-laws by adopting a new Chapter 46, Public Shade Trees as follows:

### **CHAPTER 46**

#### **PUBLIC SHADE TREES**

**Section 1. Intent and Purpose.** The purpose of this by-law is to preserve, protect and nurture Public Shade Trees in Maynard, in accordance with the goals of Maynard's Master Plan (regarding natural, cultural, and historic resources), Maynard's Community Development Principles (#8 protect land and ecosystems), and the provisions of MA General Laws, Chapter 87 (Shade Trees). Trees contribute to the environmental health, viability, economic and social well-being of all citizens in the Town of Maynard. Trees enhance the Town's appeal and improve its



air quality and climate by providing shade, producing oxygen, and sequestering carbon, among other benefits. Mature trees contribute to property value for homeowners.

## Section 2. Definitions

- A. CALIPER** - The diameter of a tree trunk (in inches) measured 6” above the ground for trees 4” in diameter or less, and 12” above the ground for trees greater than 4” in diameter.
- B. CERTIFIED ARBORIST** - An arborist certified by the MA Arborists Association or by the International Society of Arboriculture, or any successor of either organization.
- C. CRITICAL ROOT ZONE (CRZ)** - The minimum area beneath the canopy of a tree which must be left undisturbed to preserve a sufficient root mass to give a tree a reasonable chance of survival. The CRZ is represented by a concentric circle centered on the tree’s trunk and extending outward towards the tree’s drip line. The minimum area of the CRZ depends on the required minimum radius of the CRZ, which is calculated by multiplying a tree’s DBH (in inches) by 18”, to obtain the minimum radius of the CRZ.
- D. DIAMETER AT BREAST HEIGHT (DBH)** - The standard measure of tree size for trees that are at least 4” in diameter at a height of 4.5’ above ground level at the base of the tree. If a tree splits into multiple trunks below 4.5’ above ground level, DBH is the diameter taken at the narrowest point beneath the split.
- E. DRIP LINE** - A vertical line running through the outermost portion of a tree’s crown (outer branch tips) and extending to the ground.
- F. HAZARDOUS (“HIGH RISK”) TREE** - A Public Shade Tree or Town Tree that is deemed by the Tree Warden to be a risk to public health and/or safety that can only be mitigated by removal. Said tree can be removed without holding a public hearing and in accordance with the procedures set forth in MGL, Chapter 87, Section 5. See “Tree Risk”.
- G. HERITAGE TREE** - A Public Shade Tree or Town Tree specifically designated by the Department of Environmental Management, Urban Forestry Program, upon recommendation of the Tree Warden to be a heritage tree. A heritage tree measures more than 32” DBH or has a documented cultural and/or historical significance.
- H. OVERSTORY TREE** - A tree that will generally reach a mature height of greater than 40’.
- I. PERSON** - Any person, firm, partnership, association, corporation, company, or organization of any kind including public or private utility or municipal department.
- J. PRUNING** - The selective removal of plant parts to meet specific goals and objectives.
- K. PUBLIC SHADE TREE** - All trees within a public way or on the boundaries thereof shall be public shade trees; and when it appears in any proceeding in which the ownership or rights in a tree are material to the issue, that, from length of time or otherwise, the boundaries of the highway cannot be made certain by records or monuments, and that for that reason it is doubtful whether the tree is within the highway, it shall be taken to be within the highway and to be public property until the contrary is shown. [MGL Chapter 87, Section 1]
- L. PUBLIC WAY** - Streets or roads, by whatever term so-called, laid out as public ways by order of the Town, or within the boundaries of the Town or the County, over which the public has the right of travel, but excluding state highways.
- M. REMOVE (INCLUDING REMOVING AND REMOVAL)** - The cutting down of any protected tree and all other acts which cause the actual removal or the effective removal

- through damaging, poisoning, or other direct or indirect actions resulting in the death of a protected tree, including, but not limited to, excessive or improper pruning.
- N. SCENIC ROAD** - A road designated as such by a vote at Town Meeting and which conforms to MGL, Chapter 40, Section 15C.
  - O. SPECIFICATIONS** - A document stating a detailed, measurable plan or proposal for provision of a product or service.
  - P. STANDARD, ANSI A300** - The performance parameters established by industry consensus as a rule for the measure of extent, quality, quantity, value, or weight used to write specifications.
  - Q. TOPPING** - The severe cutting back of limbs to stubs within a tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.
  - R. TOWN** - The Town of Maynard, MA.
  - S. TOWN TREE** - Any tree in a public park or other place under the control and authority of the Maynard Select Board or Recreation Commission, except trees on conservation lands or in natural resource areas or their buffer zones that fall under the jurisdiction of the Maynard Conservation Commission or other municipal body.
  - T. TREE DAMAGE OR REMOVAL** - The cutting down of any Public Shade Tree or Town Tree and all other acts which cause the actual removal or the effective removal through damaging, poisoning or other direct or indirect actions resulting in the death of a Public Shade Tree or Town Tree, including, but not limited to excessive or improper pruning, excavation, or construction damage.
  - U. TREE RISK** - The likelihood of tree failure and associated consequences due to uprooting or mechanical breakage of a tree, its parts, and/or associated soil.

### Section 3. Jurisdiction

- A.** This By-Law applies to all Public Shade Trees and Town Trees in the Town of Maynard.
- B.** Tree Warden. MGL Chapter 41, Sections 1 and 106, require each city and town in the Commonwealth to elect or appoint a Tree Warden. The Tree Warden is the agent of the Town who has statutory authority, duties, powers, and primary enforcement responsibilities under MGL, Chapter 87. The Tree Warden shall be appointed by majority vote of the Select Board upon the recommendation of the Director of the Department of Public Works for a 3-year period and shall be qualified by training and experience in the field of arboriculture and be licensed in accordance with the provisions of MGL, Chapter 132B, Section 10.

### Section 4. Duties and Responsibilities of the Tree Warden

- A.** The Tree Warden may develop a work plan for Public Shade Tree planting, maintenance, replacement, and removal for each fiscal year. The plan may include locations of work, designated work to be accomplished, and resources including funds required.
- B.** The Tree Warden may take all steps feasible within budgetary constraints to maintain and nourish Public Shade Trees to minimize the need for their removal.
- C.** The Tree Warden is responsible for:
  - 1. conducting Public Shade Tree hearings in accordance with MGL, Chapter 87, Sections 3 and 4;
  - 2. and shall also conduct joint hearings with the Planning Board as required under the Scenic Roads Law, MGL, Chapter 40, Section 15.C.

- D. The Tree Warden may assist the DPW when the latter is required to render an opinion regarding the limitations on installation of asphalt or other impervious surfaces within 3' of the trunk of a Public Shade Tree, i.e., within its CRZ, either on the street-side or the sidewalk-side of the tree in the Public Right-of-Way.
- E. Coordination with other Town Regulators. If, based on information provided to the Town's Building and Inspections Division, Planning Board, Zoning Board of Appeals or other Town Department, Board or Commission, it appears that any Public Shade Tree may be impacted by construction, demolition or excavation activities under that regulatory agency's jurisdiction, the Tree Warden shall have the responsibility for oversight, review, and approval of such activities.

### **Section 5. Duties and Responsibilities of the Tree Committee**

- A. The Town may have a Tree Committee, appointed by the Town Administrator, that consists of five (5) voting members, and up to one (1) associate member, who may vote in instances when a member must recuse themselves due to conflict of interest. When the Committee is first established, the terms of the voting members shall be one for one (1), two for two (2), and two for three (3) years. Voting members' successors shall be appointed for terms of three (3) years each. Associate members shall be appointed for a term of one (1) year. The Tree Committee may also have one non-voting Student Representative, who shall be appointed for a term of one (1) year.
- B. The Tree Committee may have the following duties and responsibilities, as enumerated in its mission statement on the Town web page:
  - 1. Assist the Tree Warden in duties under MGL and municipal By-Laws.
  - 2. Protect and promote planting, maintenance, and preservation of trees throughout the Town.
  - 3. Advise on removal and replacement of trees as described by MGL and municipal By- Laws.
  - 4. Advise on the creation and updating of municipal tree By-Laws; facilitate tree surveys and help maintain inventories; develop tree manuals and programs; and undertake other initiatives that they and the Tree Warden find necessary for their mission.
  - 5. Educate the community about the value of trees and about tree resources available to them; inform the public about local tree initiatives.
  - 6. Assist in seeking grants and other assistance for planting, maintenance, and preservation of trees in Town.
  - 7. Make every effort to carry out the goals of both the Town's Master Plan and other committees as they apply to the maintenance and expansion of Maynard's tree canopy.

**Section 6. Provisions for the Management of Public Shade Trees.** A Public Shade Tree may not be trimmed, pruned, cut, or removed by any Person other than the Tree Warden, or the Warden's authorized representative. Both the contractor involved and the utility, if one is involved, shall be responsible for ensuring that any bucket operators on the job are trained and knowledgeable of this By-Law, including the ANSI Z-133 Safety Standard, ANSI A300 Pruning Standards, and all other applicable future standards.

**Section 7. Annual Reporting.** In the annual report submitted on behalf of the Tree Warden to the Town for the Town Annual Report, the Tree Warden or Tree Warden's Representative may specify the number and species of Public Shade Trees and Town Trees that were planted, pruned, or removed during that fiscal year and the locations of such trees.

**Section 8. Severability.** If any section, paragraph, or portion of this By-Law is for any reason declared invalid or unconstitutional by any court, every other section, paragraph, or portion shall continue in full force.

**Section 9. Relationship to Other Laws.** Nothing in this By-Law shall be construed to restrict, amend, repeal, or otherwise limit the application or enforcement of existing Town By-Laws or MGL.

To do or act thereon.

SPONSORED BY: Tree Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The purpose of this Tree By-Law is to preserve, protect and nurture publicly owned trees that belong to all of us in the Town of Maynard. It was developed following State guidelines and follows the same basic principles that guide 110 cities and towns in Massachusetts in their efforts to sustain an urban treescape. It defines and expands the authority of the Maynard Tree Warden and creates an official Tree Committee. This By-Law does not require Town funding, but having a Tree By-Law creates opportunities to qualify for tree-planting funds at the State level. We believe that the adoption of this Tree By-Law is a win-win for Maynard - for the health of its residents, the attractiveness of the downtown and beyond, and the climate resilience that healthy trees naturally provide.

Comments: (Finance Committee) The passage of this article would define the role of the Tree Warden and establish an official Tree Committee, making Maynard eligible for state funding through a Department of Conservation and Recreation grant program for urban forestry. These funds could be used for planting new trees, preserving mature trees, and removing hazardous trees in accordance with the Town's tree management plan. The definitions and language in the proposed by-law closely follow Massachusetts General Law and the current practices of the Town while respecting a distinction between public trees, which are overseen by the Tree Warden, and private trees, which remain unaffected. The proposed by-law represents a unique opportunity to bring in supplemental funding for the Town's environmental goals without placing additional demands on the budget or the taxpayers.

Daniel Schissler, Tree Committee, clarified questions about this bylaw language.

Robert Morel, 4 Guyer Road, asked if this committee will make recommendations of expenditures of the town.

Stephen Wager, 13 Charles Street, mentioned that, in the past, there has been confusion whether the town used to provide the trees to plant on private property. He felt this bylaw was a step in the right direction.

Thomas Janzen, 21 Durant Avenue, asked if Eversource has given instructions not to plant a tree under wires and wondered about conflicts with the tree committee and whose guidelines will prevail.

Daniel Schissler, Tree Committee, explained that the committee will have no jurisdiction on private property.

Cavan Stone, 17 Rice Road, added that he has a tree on his property that could be a hazard regarding the power lines.

Daniel Schissler, Tree Committee, advised him to speak to the DPW (Department of Public Works) for maintenance suggestions.

**MOTION MADE:** Mr. Schissler moved that the Town vote to approve Article 18 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## **ARTICLE: 19            ACCEPTANCE OF ROADS**

To see if the town will vote to accept by gift, purchase, take by eminent domain or otherwise acquire, Fletcher Street, Heights Terrace, and Allan Drive as public ways and any appurtenant easements thereto, as laid out by the Select Board, as shown on three plans entitled “Plan of Land in Maynard, Massachusetts” prepared by VHB, Inc. 101 Walnut Street P.O. Box 9151 Watertown, MA 02471-9151 and dated January 23, 2023, March 3, 2023, and August 8, 2023 copies of which are on file in the office of the Town Clerk;

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

To do or act thereon.

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

Comments: (Sponsor) At the Special Town Meeting October 10, 2023, voters approved this article that allowed for the “taking” of these roadways, and thereby authorized

planned improvements to be executed. However, an administrative action required by state law known as a “Layout Hearing” was not completed prior to the Special Town Meeting in October, and therefore the roadways are not yet “accepted” as public roadways. A Layout Hearing was conducted on May 8, 2024, allowing for the full execution of this article if approved.

Comments: (Finance Committee) At the Special Town Meeting October 10, 2023, voters approved this article that allowed for the “taking” of these roadways, but a “Layout Hearing” was not yet completed at that time. To accept these roads as public roadways after this “Layout Hearing” they once again are appearing on the ATM warrant.

This article proposes to acquire Fletcher Street, Heights Terrace and Allan Drive as public ways. Unaccepted roads are surveyed yearly for potential Town acceptance following the pavement management plan by the DPW. Unaccepted roads are not allowed to be improved as stated in Town Bylaws. These roads are used by residents throughout the town and by Public Safety service.

**MOTION MADE:** Mr. Gavin moved that the Town vote to approve Article 19 as printed in the Warrant, except change the dates of January 23, 2023 and March 3, 2023, to August 29, 2023 and except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED BY 2/3 WITH A VOTE OF 133-YES / 1-NO**

## ARTICLE: 20 COMMUNITY PRESERVATION FUND BUDGET FOR FISCAL YEAR 2025

To see if the Town will vote to appropriate or reserve from FY2025 Community Preservation Fund revenues in the amounts recommended by the Community Preservation Committee (CPC), with each item to be considered a separate appropriation:

### Appropriations:

Administrative & Operating Expenses	\$10,000.00
Long-Term Debt - Principal	\$115,000.00
Long-Term Debt - Interest	\$7,400.00

### Reserves:

Historic Preservation Reserve	\$45,000.00
Open Space Reserve	\$45,000.00
Community Housing Reserve	\$45,000.00
Budgeted Reserve	\$182,600.00

**TOTAL FY2025 BUDGET \$450,000.00**

To do or act thereon:

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: \$132,400.00  
FINCOM RECOMMENDATION: Recommends

Comments (Sponsor Comments): Community Preservation Fund monies come from a 1.5% real estate tax surcharge on Maynard residential properties and a partial state match. This article authorizes the FY25 amounts to be added to the community preservation reserve funds. The funds can be used to support a variety of community projects, as defined by state Community Preservation Act legislation. Applications for projects are reviewed annually, generally in the fall, and can come from community groups and town departments. This article also includes funding to cover ongoing debt payments on the municipal golf course land, which was purchased as a Community Preservation Fund project.

Comments (Finance Committee): Passage of this article would authorize \$450,000 in in FY2025 Community Preservation Funds to be appropriated or reserved as recommended by the Town's Community Preservation Committee (CPC). This budget is based on the projection of revenue collected through the Community Preservation Act (CPA) real estate tax surcharge adopted at the 2006 Town Meeting and is similar to the budget for FY2024, though with less interest due on long term debt as the Town continues to pay off its debt from the purchase of the municipal golf course in 2012.

The CPA program has been a valuable source of revenue to our Town with the benefit of state partial match of funds. CPA money can be appropriated from these funds for designated uses only, and the CPC has distributed the anticipated monies in this article in accordance with the requirements of the CPA, with appropriate amounts budgeted to historic preservation, affordable housing, and outdoor recreation space.

**MOTION MADE:** Mr. Cranshaw moved that the Town vote to approve Article 20 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 130-YES / 6-NO / 1-BLANK**

## **ARTICLE: 21            COMMUNITY PRESERVATION RESERVE FUND APPROPRIATIONS FISCAL YEAR 2025**

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. At the discretion of the CPC, the deadline to

return unexpended funds to their funding source may be granted an extension of up to one year.

Appropriations:

From the Community Housing Reserve Fund, the amount of **\$10,000.00** and from the Undesignated Reserve Fund, the amount of **\$190,000** for the Maynard Affordable Housing Trust Fund.

From the Budgeted Reserve Fund, the amount of **\$12,000.00** for membership dues to the Regional Housing Services Office.

From the Historic Preservation Reserve Fund, the amount of **\$50,000.00** for Alumni Field House Study, with unexpended funds as of June 30, 2026 being returned to their funding source.

From the Open Space Reserve Fund, the amount of **\$50,000.00** for the Conservation Trust Fund.

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: **\$312,000.00**  
FINCOM RECOMMENDATION: Recommends

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

- The funding for the Maynard Affordable Housing Trust will add to funds provided in previous years to support initiatives to create affordable housing in Maynard.
- The Regional Housing Services Office Membership will help the Town effectively implement, administer, and monitor affordable housing projects.
- The funding for the Alumni Field House Study is to support a feasibility study for the preservation and code upgrade to rehabilitate the historic field house.
- The funding for the Conservation Trust Fund will add to funds provided in past years to support efforts to purchase property for conservation land protection.

Comments: (Finance Committee) Passage of this article would appropriate funds acquired from the Community Preservation Act (CPA) to the four projects described in this article. This vote is required in order for those funds to be used. The Community Preservation Committee (CPC) is charged with vetting the projects that apply for CPA money. They adhere to the restrictions for usage within the CPA legislation and deliberate on the benefits the projects bring to the Town. The proposed appropriations are the result of their due diligence in this process and the Finance Committee believes they will provide long-term benefits to the Town.



**MOTION MADE:** Mr. Cranshaw moved that the Town vote to approve Article 21 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 130-YES / 6-NO / 1-BLANK**

## **ARTICLE: 22            VENDOR CONTRACT, EMERGENCY NOTIFICATION SERVICES**

To see if the town will vote to authorize the Town Administrator, with the approval of the Select Board, to enter into a contract with the most appropriate vendor in respect to emergency notification services through an equitable and fair process for more than three (3) years but not greater than ten (10) years.

To do or act thereon.

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

Comments: (Sponsor) The state’s Uniform Procurement Act, Massachusetts General Law Chapter 30B, restricts contract terms longer than three years, unless by legal exception or authorized by Town Meeting. This article matches an authorization passed at Annual Town Meeting 2014. It is advantageous to procure contracts for certain services, such as emergency notification services, because of favorable long-term pricing, consistency in meeting community expectations, and operational efficiency from staff training and execution. This article’s passage would allow for a contract length of ten years, but does not preclude shorter terms.

Comments: (Finance Committee) The passage of this article would allow the Town to negotiate the best rates possible regarding an Emergency Notification contract, not being limited to a shorter contract term. This would be in the Town’s best financial interest.

**MOTION MADE:** Mr. Gavin moved that the Town vote to approve Article 22 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 127-YES / 4-NO**

## **ARTICLE: 23            VENDOR CONTRACT, INFORMATION TECHNOLOGY**

To see if the town will vote to authorize the Town Administrator, with the approval of the Select Board, to enter into a contract with the most appropriate vendor in respect to Information Technology Services, through an equitable and fair process, for more than three (3) years but not greater than ten (10) years.

To do or act thereon.

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

Comments: (Sponsor) The state's Uniform Procurement Act, Massachusetts General Law Chapter 30B, restricts contract terms longer than three years, unless by legal exception or authorized by Town Meeting. This article matches an authorization passed at Annual Town Meeting 2014. It is advantageous to procure contracts for certain services, such as information technology services, because of favorable long-term pricing, consistency in meeting staff needs, and stability of reliable infrastructure, such as computer server operations, back-up storage, and security systems. This article's passage would allow for a contract length of ten years, but does not preclude shorter terms.

Comments: (Finance Committee) The passage of this article would allow the Town to negotiate the best rates possible regarding an Information Technology contract, not being limited to a shorter contract term. This would be in the Town's best financial interest.

**MOTION MADE:** Mr. Gavin moved that the Town vote to approve Article 23 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 127-YES / 4-NO**

## **ARTICLE: 24            ROOSTER PROHIBITION**

To see if the Town will vote to Amend the Town By-laws by adopting an addition to Chapter 18, General, section 15, of the following underlined text:

**Section 15:** It is unlawful to keep any domestic farm animals defined as goats, sheep, pigs or cows on any Residential property less than one acre in size. It is also unlawful to keep roosters on any Residential property.

To do or act thereon.

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

Comments (Sponsor)

The Board of Health (BOH) proposes an additional measure to the town's by-laws to prohibit roosters in the Town of Maynard in order to prevent a public health nuisance, separate from application of the "Right to Farm" Laws. Most odors and/or noises typically from farms are not considered public health nuisances under the Right to Farm Laws. A public health nuisance is defined as unreasonable interferences with community members' health, safety, peace, or comfort. The town's Animal Control Officer (ACO) reports complaints to the BOH of noises from a rooster daily between 5:00am and 6:00am. Informal attempts to have the owner relocate the rooster were unsuccessful, and thereby the owner was ordered to abate the nuisance. The BOH is seeking a long-term solution to prevent such nuisance, in alignment with other municipalities.

Comments (Finance Committee) Passage of this article would prohibit the keeping of roosters from all residential properties within Maynard town limits. The majority of Fincom recommends this article because it believes that roosters are an inherent nuisance inappropriate for a residential setting and that the article as written appropriately regulates that nuisance. The minority in dissent believes this article addresses a correlation to nuisance and not the nuisance itself which is the potential noise emitted from the animal. The minority believes that the nuisance would be better addressed by a noise ordinance instead of a blanket prohibition on all roosters that ignores their individual tendencies.

Cavan Stone, 17 Rice Road, does not agree with this bylaw.

Tina Wilson, 21 Espie Avenue, also does not agree with this bylaw.

Hilary Griffiths, 14 Maybury Road, suggested a noise ordinance and not a rooster prohibition.

Justine Ferguson, 19 Linden Street, is against a complete ban on roosters.

Thomas Janzen, 21 Durant Avenue, stated that the town does not interfere with early lawn mowing, so this is a misdirected effort.

Stephen Wagner, 13 Charles Street, mentioned how there is a noise problem in Maynard, as it is densely populated.

Bill Kohlman, 9 Howard Road, asked about how this would be enforced. If there is a complaint, the animal control officer would investigate, giving the town the ability to remove the problem.

Bill Cranshaw, 20 Mockingbird Lane, asked for a secret ballot.

Dick Downey, Moderator, asked for a show of hands for at least five voters that requested the secret ballot. The request was passed.

Natalie Robert, 48 Summer Street, asked if this was one incident.

Kathy McMillan, 2 Shore Avenue, answered yes, this was one incident.

Bill Kohlman, 9 Howard Road, told a story about his grandfather keeping chickens and roosters and how it was handled in those years.

**MOTION MADE:** Ms. McMillan moved that the Town vote to approve Article 24 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION FAILED WITH A VOTE OF 32-YES / 99-NO / 1-BLANK**

## **ARTICLE: 25            WATER SUPPLY PROTECTION DISTRICT SITE PLAN APPROVAL**

To see if the town will vote to

### **1. AMEND SECTION 10.5.1 – SITE PLAN APPROVAL: APPLICABILITY** as follows (newly inserted text is underlined):

3. Any building or Special Permit for a property located in Zone I of the Water Supply Protection District, Section 9.2 of the Zoning By-laws.

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

Comments: (Sponsor) Currently Section 10.5.1. of the ZBL “Site Plan Approval” requires any building constructed in the Water Supply Protection District to apply for Site Plan approval. This requires any single-family home, room addition, accessory structures etc. to go through the public hearing process with the Planning Board.

Staff has concluded that subjecting all small-scale improvements to the Site Plan approval process is wholly impractical and likely the result of a scrivener’s error. Staff recommends Section 10.5.1. be modified to reflect that Site Plan approval is required for small-scale development only in Zone 1 of the Water Supply Protection District. Zone 1 consists of land within a 400-foot radius of an existing public water supply well. The proposed amendment retains requirements for Site Plan approval for all other development as required by the ZBL.

Comments: (Finance Committee) This article is proposed to clarify Zoning By-laws (ZBL) in Town for development near Town Water Supplies. Passing of this article will make the by-laws

more specific for requirements of a “Site Plan Approval” process for development within the Water Supply Protection District.

Asher Greenberg, 21 Woodridge Road, asked how this will impact the homeowner approval for water-related items.

Kate Wheeler, 31 Harrison Street, would like to see the Planning Board take a look at all projects around a standing water area.

**MOTION MADE:** Mr. Arsenault moved that the Town vote to approve Article 25 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH 2/3 WITH A VOTE OF 112-YES / 19-NO**

**ARTICLE: 26                      AMENDMENT TO COMMUNITY PRESERVATION  
RESERVE FUND APPROPRIATIONS FISCAL YEAR 2020**

To see if the Town will vote to extend the deadline of the Maynard High School Front Field Irrigation Project, including, but not limited to, designs, studies, plans, and other expenses relative thereto, from June 30, 2023 to July 31, 2024, with unexpended funds as of July 31, 2024 being returned to their funding source.

To do or act thereon.

SPONSORED BY:                      Community Preservation Committee  
APPROPRIATION:                      None  
FINCOM RECOMMENDATION:      Recommends

Comments (Sponsor): Passage of this article would extend the grant term of the appropriation of \$50,000 approved at Annual Town Meeting 2020 from the FY2020 Community Preservation Funds. This will enable the use of the remaining CPA grant funds to pay for work completed on this project after the original end date of June 30, 2023. The outstanding bill for this project is \$2,000.00 and the overall project was \$30,000.00 under budget.

Comments (Finance Committee): This article would allow payment of a final \$2,000 bill on a previously funded project looking at irrigation on the field at the front of the high school. The project overall is well under budget but took longer than the initial funding cutoff of June 30, 2023.

**MOTION MADE:** Mr. Cranshaw moved that the Town vote to approve Article 26 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

## ARTICLE: 27 ACCESSORY DWELLING UNITS (ADUS)

To see if the town will vote to amend the Town of Maynard Protective Zoning Bylaw as follows (newly-inserted text is underlined, deleted text is ~~stricken~~):

### 1. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A, “OTHER USES”

Other Uses									
6. Accessory and Other Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Accessory <del>Apartment</del> <u>Dwelling Unit</u>	<del>BA</del> Y	<del>BA</del> Y	<del>BA</del> Y	<del>BA</del> Y	<del>N</del> Y	N	N	N	N

### 2. AMEND SECTION 4.1, TABLE B. DIMENSIONAL REQUIREMENTS

#### Minimum Yard Requirements<sup>15</sup>

<sup>15</sup>Accessory Dwelling Units are subject to standard setback requirements.

**3. AMEND SECTION 8.1, ACCESSORY FAMILY DWELLING UNIT**, by replacing it in its entirety so that it reads as follows:

#### **8.1 ACCESSORY DWELLING UNIT**

##### **8.1.1 Purpose.**

An Accessory Dwelling Unit is a small residential dwelling unit that is on the same property as, and subordinate to, a larger, primary single-family dwelling. It is an independent housekeeping unit, with separate access and with its own sleeping, cooking and sanitary facilities.

The purpose of this Section is to permit Accessory Dwelling Units on properties with single-family homes, subject to the standards and procedures hereinafter set forth, and to:

- Provide a means for residents, particularly seniors, single parents, and families, to remain in their homes, neighborhoods, and communities, and obtain extra income, security, companionship and services.

- Provide a broader range of accessible and affordable housing while respecting the look and scale of single-dwelling neighborhoods.

**8.1.2 General.** The Building Commissioner may issue a Building Permit authorizing the creation and use of an Accessory Dwelling Unit within an existing or new single-family dwelling, or in an existing or new structure accessory to a single-family dwelling, whether attached or detached, provided that it satisfies the requirements of this Section 8.1.

**8.1.3 Standards.**

1. There shall be no more than one Accessory Dwelling Unit on a lot.
2. The Accessory Dwelling Unit cannot be legally separated or sold apart from the principal dwelling.
3. An Accessory Dwelling Unit shall be no larger in floor area than the smaller of six hundred (600) square feet or 50% of the floor area of the principal dwelling unit.
4. An Accessory Dwelling Unit shall have no more than two bedrooms.
5. The owner of the property must occupy one of the two dwelling units on the property except for temporary absences. The owner's personal residence shall not be rented or leased during any temporary absence. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence.
6. Neither the principal dwelling nor Accessory Dwelling Unit, in whole or in part, shall be used for short-term rentals. For each tenant, the initial rental period shall be a minimum of 90 days.
7. Accessory Dwelling Units may not be located between the street lot line and the front of the principal dwelling. Accessory Dwelling Units must abide by the principal home's requirements for minimum yard requirements (setbacks), maximum lot coverage and maximum building height.
8. Off-street parking shall be provided in an amount in compliance with the Zoning By-laws for all residents of both units, in such a fashion as is consistent with the character of the neighborhood. Regardless, no additional curb cuts or expansion of parking in the Front Yard shall be allowed.
9. Access to the Accessory Dwelling Unit may be either directly from the outside or through an entry hall or corridor shared with the principal dwelling.
10. The Accessory Dwelling Unit shall be compliant with all applicable building, fire, health and sanitary codes.

**8.1.4 Allowable Rent.** The maximum rent for an Accessory Dwelling Unit shall be at least thirty (30) percent below the established Fair Market Rent limit for the Town of Maynard, as determined annually by the United States Department of Housing and Urban

Development (HUD). The Fair Market Rent includes any tenant-paid costs for parking and essential utilities, excluding telephone, television and internet service.

#### **8.1.5 Occupancy Permit.**

1. No occupancy of the Accessory Dwelling Unit shall take place without an occupancy permit issued by the Building Commissioner.
2. The initial occupancy permit shall remain in force for a period of up to two (2) years from the date of issue. Thereafter, permits may be issued by the Building Commissioner for two (2) year periods provided that the structure and use continue to comply with the provisions of this Section 8.1.
3. If the property is sold, the occupancy permit will expire unless renewed within ninety (90) days of the sale.

#### **8.1.6 Regulations**

The Building Commissioner may adopt regulations in order to effectuate the purpose and administer this bylaw.

#### **8.1.7 Severability.**

All the clauses of this bylaw are distinct and severable, and if any clause shall be deemed illegal, void, or unenforceable, it shall not affect the validity, legality, or enforceability of any other clause or portion of this bylaw.

#### **~~8.1 Accessory Family Dwelling Unit~~**

~~**8.1.1 Purpose.** The purpose of this Section is to permit accessory dwelling units in single family residential districts subject to the standards and procedures hereinafter set forth. It is also the intent to assure that the single family character of the neighborhood will be maintained and that the accessory unit remains subordinate to the principal living quarters.~~

~~**8.1.2 General.** A Special Permit may be granted by the Zoning Board of Appeals for the conversion of an existing or new single family dwelling to accommodate an additional family living unit by the installation of a common wall or the partitioning of or extension of living space.~~

#### **~~8.1.3 Standards.~~**

- ~~1. Such additional family living unit shall at the discretion of the Zoning Board of Appeals accommodate up to a maximum of three (3) persons, provided that the owner of record of the structure is a resident of the structure which includes the accessory family dwelling unit. The existing house shall accommodate an additional family unit only if a member of the additional family is related by blood, marriage or adoption to the Owner of the premises. There shall be no other living unit on the lot upon which an accessory unit is to be located.~~



- ~~2. Adequate provisions, as determined by the Building Commissioner, shall be provided for separate ingress and egress to the outside of each unit. To the extent possible, exterior passageways and access ways shall not detract from the single family appearance of the dwelling. An interior doorway shall be provided between each living unit as a means of access for purposes of supervision and emergency response. All stairways to additional stories shall be enclosed within the exterior walls of the structure.~~
- ~~3. Such accessory unit shall be limited to a maximum of six hundred (600) square feet in floor area.~~
- ~~4. Provisions for off street parking of residents and guests of both units shall be provided in such a fashion as is consistent with the character of the neighborhood, as determined by the Zoning Board of Appeals, which shall seek advice from the Building Commissioner.~~

**8.1.4 Recording.** ~~No building permit shall be issued in accordance with the Special Permit issued under this section until the Special Permit has been recorded in the Registry of Deeds by the applicant and evidence of such recording has been submitted to the Building Commissioner.~~

**8.1.5 Occupancy Permit.** ~~No occupancy of the additional dwelling unit shall take place without an occupancy permit issued by the Building Commissioner. The initial occupancy permit shall remain in force for a period of two (2) years from the date of issue, provided ownership of the premises is not changed. Thereafter, permits may be issued by the Building Commissioner for succeeding two (2) year periods provided that the structure and use continue to comply with the relevant provisions of the State Building Code, this By-law and the Special Permit. If the relative of the Owner vacates this property, the Owner must remove the kitchen and revert this unit back to a single family dwelling. If the house is sold, the new Owner must apply to the Zoning Board of Appeals for a Special Permit to conduct an accessory family dwelling unit or restore this unit to a single family dwelling by removing the kitchen.~~

**4. AMEND SECTION 11.10, DEFINITIONS** as follows (newly-inserted text is underlined):

**Accessory Family Dwelling Unit:** ~~A dwelling unit contained within or being an extension of a single family structure to accommodate an additional family only if a member of the family of the additional family is related by blood, marriage or adoption to the owner of the premises and the accessory family dwelling unit shall contain no more than six hundred (600) square feet in total area.~~

**Accessory Dwelling Unit:** a self-contained housing unit, with separate access and inclusive of sleeping, cooking and sanitary facilities, subordinate in size and accessory to a detached single-family dwelling, which may be located within a single-family dwelling

or in a detached accessory structure thereto, and which meets the requirements set forth in Section 8.1.

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

Comments: (Sponsor) “Accessory Dwelling Units” (ADUs), are independent, secondary residential dwelling units located on the same lot as a single-family home. ADUs must have a sleeping area, kitchen, bathroom, and separate means of access from the primary structure. Maynard’s 2021 Housing Production Plan update included extensive public outreach and data collection; one recommendation was to explore updates to the Town’s existing bylaws governing ADUs to facilitate intergenerational living and reduce local cost burdens.

Many of the regulations in place remain desirable, such as size limits and the prohibition against dividing the principal structure and the ADU. However, current regulations also require the ADU occupant to be related to the owner of the principal structure by blood, marriage, or adoption; mandate physical connection between the principal structure and the ADU; and require a Special Permit that must be renewed every two years.

The Planning Board has prepared a draft ADU Zoning By-law which would replace the existing By-law in its entirety. The Planning Board believes this draft By-law will provide a regulatory framework consistent with both the Master Plan and Housing Production Plan that will work for the best interest of the Town.

Comments: (Finance Committee) The existing Section regarding ADU’s is to allow family members to live in smaller units immediately adjacent to an existing larger dwelling. The passage of this article would allow additional housing units at more affordable rates to smaller households that are not necessarily related. The amendment allows the Planning Board to be consistent with the Maynard Master Plan and Housing Production Plan, and the Finance committee recommends it.

Robert Morel, 4 Guyer Road, was against the 70% of fair market rental restriction.

Hope Davis, 1 Dettling Road, asked if the town had to go for Home Rule approval for rent control.

Bill Nemser, Planning Director, replied that this is just a standard for use of an ADU and is based on national numbers.

Hope Davis, 1 Dettling Road, asked if the town can constrict how much someone can charge for rent and asked about the Special Permit needing reapplication after a time.

Christ Arsenault, Planning Board, answered that this requirement of reapplication will be removed.

Robert Morel, 4 Guyer Road, added that the current bylaws have no restrictions on rent. If amendment passes, the owner can only charge the 70%.

Chris Arsenault, Planning Board, answered that getting the ADU requires the 70% rental fee. The goal is to help with a variety of housing options.

Cavan Stone, 17 Rice Road, spoke on economic freedom. He believes it provides people with economic balance.

Robert Morel, 4 Guyer Road, stated that he does not like the 70% cap on rental.

Peggy Dyer, 16 Patti Lane, asked if we have to invest money to make the change.

Bill Nemser, Planning Director, state that, under the regulations we have now, this is a discretionary permit. What the rent would be has to be disclosed. We are not taking away a right that exists now.

Deven McManus, 148 Summer Street, clarified that this only applies to the rent of the ADU.

Bill Cranshaw, 20 Mockingbird Lane, Mentioned that you can't build an ADU and rent it out.

Lindsay McConchie, 52 Summer Street, said that this allows you to do something you cannot currently do.

Adam Costa, Town Counsel, added that ADUs that exist under the current bylaw will not be impacted.

Robert Morel, 4 Guyer Road, asked if the town is interesteed in passing this to keep people in town then remove the 70%.

Julia Flanary, 112 Acton Street, asked to remove this vote from the combined vote.

Dick Downey, Town Moderator, asked for a show of hands and received the five voters to remove this vote from the group vote.

Tina Wilson, 21 Espie Avenue, was pleased to see the 70% limit.

**MOTION MADE:** Mr. Arsenault moved that the Town vote to approve Article 27 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 110-YES / 19-NO / 1-BLANK**

## **ARTICLE: 28            OVERLAY DISTRICT AND MBTA COMMUNITIES**

To see if the town will vote to amend the Town of Maynard Protective Zoning Bylaw as follows:

### **1. AMEND SECTION 9, SPECIAL DISTRICTS, BY CREATING SECTION 9.7, POWDER MILL OVERLAY DISTRICT, to read as follows:**

#### **9.7. Powder Mill Overlay District**

**9.7.1 Purpose.** The purpose of the Powder Mill Overlay District (PMOD) is to foster a development environment that will improve the Powder Mill Corridor and better serve its constituencies. The PMOD is intended to further the goals of the Maynard Master Plan and meet state requirements for MBTA-adjacent communities (MGL c.40A sec.3A). The PMOD should:

- Foster cohesive vibrant, attractive, and sustainable development along the Powder Mill Road Corridor that benefits and complements existing communities while creating new economic opportunities for Maynard.
- Encourage quality site and architectural standards.
- Promote a range of housing choices.
- Enable mixed retail, commercial, residential uses.
- Increase opportunities for infrastructure improvements that would promote increased pedestrian access, mobility, and stormwater improvements.
- Increase views, access, and connections to the Assabet River.
- Require that new development proactively protects the River from storm water and the contaminants contained within.
- Maintain and encourage appropriate massing and height of buildings that blend in and enhance the building elevations already in existence.
- Foster new development that protects and restores the riverbank.

**9.7.2 Applicability.** The Powder Mill Overlay District (PMOD) is an overlay district superimposed on the included portions of the underlying zoning districts. All use allowances, definitions, regulations and standards of the underlying zoning district shall apply within the PMOD except where specifically modified or supplemented by this section. Where the PMOD varies dimensional or other requirements otherwise set forth in this Zoning By-Law, the terms, and conditions of the PMOD shall control. Future development along the Powder Mill Corridor may result in the expansion of the PMOD or creation of new PMOD sub-districts. PMOD sub-districts and individual requirements are contained in Section 9.7.7.

A parcel may utilize either the PMOD or the underlying district. A single parcel may only use either the PMOD or the underlying district.

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

Authority.

**9.7.4 Special Permit Criteria.** The SPGA shall apply the following review criteria in addition to the criteria identified in Section 10.4 of this By-law:

1. The proposal constitutes a high quality development with regards to construction materials, architectural design, and site design, which will enhance the Corridor and the immediate neighborhood and provide significant benefit to the residents of the Town of Maynard as provided;
2. When applicable, the proposed development will provide effective protection of the Assabet River from stormwater runoff from new impervious surfaces being proposed.
3. The proposed development will improve the functioning of the Powder Mill Corridor by at least one of the following means:
  - Provide a significant improvement to pedestrian/cyclist accessibility on the Powder Mill Corridor;
  - Increase views and access to the Assabet River for the general public;
  - Other targeted improvements to the Powder Mill Corridor as opportunities arise with new development deemed by the Planning Board to provide a substantial benefit to the corridor.
4. The proposed development is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

**9.7.5 Site Plan Approval.** Section 10.5 shall apply to uses, building and structures permitted by right or by Special Permit in the PMOD.

**9.7.6 Affordable Housing Requirements.** Unless otherwise specified in this Section, the Town's Inclusionary Zoning by-law (See Section 7.10) shall apply to the PMOD. In Applicable Projects, twenty percent (20%) of housing units constructed shall be deed-restricted Affordable Housing Units, provided the Town receives approval from the Executive Office of Housing and Livable Communities (EOHLC) for the 20% requirement. If the Town does not receive said approval, the requirement shall be the highest amount allowable by EOHLC. For purposes of calculating the number of units of Affordable Housing required within a development project, any fractional unit shall be rounded down to the next whole number. The Affordable Units shall be available to households earning income up to eighty percent (80%) of the Area Median Income. All affordable units shall be developed on-site.

**9.7.7 Sub-Districts.** The PMOD is to be divided into location-specific sub-districts indicated by letters (A, B, C ...), with individual regulatory frameworks designed to retain the existing beneficial characteristics of existing community and commercial development.

	PMOD-A†	PMOD-B	PMOD-C
Parcel Numbers	<ul style="list-style-type: none"> <li>011.0-0000-0064.0</li> <li>011.0-0000-0065.0</li> <li>016.0-0000-0003.0</li> <li>016.0-0000-0021.0</li> </ul>	(Reserved for future amendments)	(Reserved for future amendments)

†Denotes MTBA “3A” compliant sub-district

### 9.7.8 Dimensional Requirements.

Minimum Lot Requirements for Use			
	PMOD-A	PMOD-B	PMOD-C
Area (square feet)	1,500 s.f. per residential unit	*	*
Frontage (feet)	50	*	*
Width (feet)	50	*	*
Maximum / Minimum Yard Requirements			
Front (feet)	25	*	*
Side (feet)	30	*	*
Rear (feet)	30	*	*
Building Height for All Uses			
Maximum Height (feet)	45 feet	*	*
Open Space Requirements (Per Section 11)			
	25% of parcel (includes pedestrian infrastructure)	*	*

### 9.7.9 Parking.

Use	Parking Requirement		
Subdistrict	PMOD-A	PMOD-B	PMOD-C
Dwelling Unit	One space per unit	*	*
Medical Office	One space per 400 sq. ft. of gross floor area (g.f.a.)	*	*
Office	One space per 500 sq. ft. of g.f.a.	*	*
Restaurant	One space per 60 sq. ft. of g.f.a.	*	*
Retail	One space per 500 sq. ft. of g.f.a.	*	*
Other uses not noted here	See Section 6.1 for parking requirements	*	*

**9.7.10 Permitted and Prohibited Uses.** In addition to the uses permitted in the underlying district (per Section 3.1.2) the following uses are allowed by right:

Use - By-Right (Y) or Special Permit (SP)	PMOD-A	PMOD-B	PMOD-C
Adult day care	SP	*	*
Body Art Establishment	Y	*	*
Brewery with ancillary food service	Y	*	*
Cocktail lounge	SP	*	*
Farmer brewery	SP	*	*
Garden apartment	Y	*	*
Garden center	SP	*	*
General or personal service establishment	Y	*	*

Healthcare Facility	SP	*	*
Healthcare/elderly housing, Assisted living residence	SP	*	*
Hotels, motels, extended stay facility	Y	*	*
Live/work dwelling unit	Y	*	*
Marijuana retailer	SP	*	*
Medical office	Y	*	*
Microdistillery/Microwinery	SP	*	*
Multifamily dwelling over 17 units/acre‡	SP	*	*
Multifamily dwelling, 17 units/acre maximum‡	Y	*	*
Nursing and convalescent home	Y	*	*
Printing shops	Y	*	*
Private club	Y	*	*
Professional or Business Office	Y	*	*
Public Market	Y	*	*
Restaurant Fast Food	SP	*	*
Restaurants or other food service uses not including fast food restaurants	Y	*	*
Retail business	Y	*	*
Wholesale business	Y	*	*

‡ May not be subject to age restrictions.

\* *Reserved for future amendments.*

**2. AMEND THE “ZONING MAP OF MAYNARD” REFERRED TO UNDER SECTION 2.3 OF THE PROTECTIVE ZONING BY-LAW, BY APPLYING THE OVERLAY ZONING DESIGNATION OF “POWDER MILL OVERLAY DISTRICT A” ZONING DISTRICT TO THE PROPERTY LOCATED AT 111 POWDER MILL ROAD (ASSESSOR’S MAP 11, PARCELS 64, 65 AND MAP 16, PARCELS 3, 21).**

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

Comments: (Sponsor) The proposed amendment creates an optional zoning district within the Powder Mill Road Corridor. The amendment creates a 37-acre Subdistrict “A”. This will place Maynard in compliance with the MBTA Communities Act (MGL Chapter 40A Section 3A).

The MBTA obligation for Maynard is based on its 4,741 existing residential units and requires:

- The ability to create a minimum of 474 units without requiring special permitting from the Planning Board. This is referred to as “by right” development.
- A minimum of 21 buildable acres must be dedicated to the district.
- A minimum of 50% of the district must be contiguous.
- A minimum of 15 units per acre.

- No restrictions with regard to resident age.
- Suitability for families with children.
- Affordability restrictions.

Accounting for the requirements for contiguity, roadways, setbacks, wetlands and other considerations reducing buildable area, the Planning Board believes Subdistrict “A” provides a practical and effective way to meet Maynard’s MBTA Community requirements.

The current owner supports obtaining the MBTA Zoning designation for its property, located on the former Stratus campus at 111 Powder Mill Road. This property consists of four parcels with just over 37 acres and is currently zoned as “Industrial”.

The Powder Mill Road Corridor initiative, which has provided much of the input for developing the sub districts, has been a multi-year effort involving extensive public outreach and workshopping. Maynard was assisted in the effort by the Metropolitan Area Planning Council.

Failure to comply with the law would place the Town at risk of violating federal and state fair housing laws and potentially to civil enforcement action by the Massachusetts Attorney General. Non-compliance would also result in a loss of eligibility for state funding programs. The resulting loss of town revenue and costs associated with non-compliance could affect existing services and revenue.

Comments: (Finance Committee) This article is in compliance with the Maynard Master Plan, the Powder Mill Road Corridor, and allows Maynard to be in compliance with the MBTA Communities Act ( MGL Chapter 40A Section 3A). It provides adequate control to allow Maynard to grow in a thoughtful manner financially beneficial to the town.

Asher Greenberg, 21 Woodridge Road, asked how close the MBTA railway is to this proposed area.

Chris Arsenault, Planning Board, stated that Maynard is not adding any transit here. We are complying with state law and have the same questions.

A resident noted that the Stratus complex is not just in Maynard, but in Acton and Concord also.

Maro Hogan, 50 Thompson Street, asked about impacts on water and sewer if units are built on this property.

Chris Arsenault, Planning Board, replied that the town has no plans to build here. The owners could build, but DPW will need to determine if there are adequate utilities.

Stephen Dyer, 16 Patti Lane, asked if veterans will have priority for the affordable units.

Chris Arsenault, Planning Board, answered that this may be a Housing Trust question.



Bill Nemser, Planning Director, said we haven't gotten that far with this law. As a town, we would like to continue local preference for affordable housing.

Adam Costa, Town Counsel, stated that local preference has been a hot topic. The state has determined a local preference for 70% of the total units, but cannot be discriminatory.

Victoria Cudmore, 1 Deer Path 4, asked about the minimum of 474 units and asked the Finance Committee to speak on the impact of the raise of census.

Bill Nemser, Planning Director, spoke on the compliance point. We are not allowing 1000 units to be allowed. There will need to be a minimum of 21 acres of buildable lots. Also, the Finance Committee still requires the DPW approval. Also, we are controlled by water supply. Additionally, every town has a fixed cost regardless of the number of people in town.

Victoria Cudmore, 1 Deer Path 4, thought this was a vague answer. The increase of children in school, safety officers, etc. Also, since Maynard Crossing has been put in the tax rate has not dropped.

Sarah Measures, 17 Sunset Road, talked about voting on a preamble for more districts.

David Gavin, 9 Cutting Drive, emphasized what ramifications of failure to pass this could be.

Chris Arsenault, Planning Board, added that this is a law passed three years ago. It requires all 177 communities to comply. Funding/grants will not be granted. There will be losses for non-compliance. This bylaw is in line for Powdermill Corridor Plan.

David Gavin, 9 Cutting Drive, stated that the Massworks infrastructure grants have helped Maynard in the past. If we lose access then the future of Maynard is in jeopardy.

Asher Greenberg, 21 Woodridge Road, asked what would happen if this doesn't pass and asked for other options.

Chris Arsenault, Planning Board, stated that they evaluated a dozen options and, if it doesn't pass, we cannot come back to town meeting with this plan. This plan aligns with the goals and objectives.

A resident stated that the MBTA Communities Act is the biggest challenge. This would change the face of the town.

Stephen Harrington, 4 Deer Path 2, asked what would happen if the owner does nothing.

Chris Arsenault, Planning Board, stated that they could use the overlay district zoning or not. We are not responsible for them.

Robert Morel, 4 Guyer Road, asked the definition of protected populations.

Chris Arsenault, Planning Board, asked about preferences of housing?

Adam Costa, Town Counsel, replied that the state defines racial and ethnic minorities as creating a local preference. The state would move ethnicities into the pool.

Megan Zammuto, 55 Old Marlboro Road, thanked the Planning Board for bringing this article tonight. Not moving this articles comes with a cost. We need help for our water and sewer systems.

Steven Wagner, 13 Charles Street, endorses this overlay. He spoke on the bus line in Maynard.

Lindsay McConchie, 52 Summer Street, stated that if we do not vote for this, and the state withholds money, how will we cover the revenue shortfall?

Gregory Johnson, Town Administrator, replied that depends on the scale and project. Yes, it could fall on taxpayers or utilities.

**MOTION MADE:** Mr. Arsenault moved that the Town vote to approve Article 28 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 120-YES / 5-NO**

## ARTICLE: 29 FIREARMS BUSINESSES AND SHOOTING RANGES

To see if the town will vote to amend the Town of Maynard Protective Zoning Bylaw by adding the following:

- 1. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A, “4. BUSINESS USES”,** to add and allow the following use by Special Permit of the Planning Board within the: “Business” (B) and “Central Business” (CB) Zoning Districts: **Firearms Business and Shooting Ranges.**

This will amend the Use Regulations Table by adding **Firearms Businesses and Shooting Ranges** as depicted below:

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
<i>Firearms Business</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>
<i>Shooting Range (Indoor)</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>
<i>Shooting Range (Outdoor)</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>

- 2. AMEND SECTION 7.0, SPECIAL REGULATIONS, BY CREATING SECTION 7.2: “FIREARMS BUSINESSES AND SHOOTING RANGES”,** to read as follows:

## 7.2 FIREARMS BUSINESSES AND SHOOTING RANGES

**7.2.1 Purpose.** The purpose of this article is to regulate the location, design, security, safety, monitoring, and modifications of Firearms Businesses and Shooting Ranges within the Town of Maynard to minimize the adverse impacts on adjacent properties, residential neighborhoods, schools and other places where children congregate, and to protect and promote the quality of the Town of Maynard's neighborhoods, commercial and business districts, and the general welfare, health, and safety of the citizens of Maynard.

**7.2.2 Compatibility with State and Federal Laws and Regulations.** The provisions of this article are not intended to supersede federal or state laws or regulations except to the extent that any such laws or regulations allow a community to adopt standards more stringent than the minimum standards provided in such laws and regulations.

### Spacing requirements

1. No Firearms Business or Shooting Range shall be located within three hundred (300) feet of any pre-existing private or public school including but not limited to kindergartens, child care centers, day care centers, playgrounds and athletic fields.
2. The 300-foot exclusion distance shall be measured as a straight line from the nearest point of the proposed Firearms Business or Shooting Range building to the nearest point of the above listed activity or item. In the case of outdoor facilities, exclusion distance shall be measured to the nearest parcel line of the above-listed activity or item. In the case of a multi-tenanted space, the nearest point of the Firearms Business or Shooting Range shall be the nearest point in the portion of the building that is occupied by the Firearms Business or Shooting Range and the distance shall be measured to the nearest point of the above-listed activity or item.
3. No Firearms Business or Shooting Range shall be located within one hundred fifty (150) feet of another Firearms Business or Shooting Range. The 150-foot exclusion distance shall be measured as a straight line from the proposed Firearms Business or Shooting Range building to the nearest point of the adjacent Firearms Business or Shooting Range. In the case of a multi-tenanted space, the distance shall be measured between the nearest points in the portion of the building that are proposed to be occupied by adjacent Firearms Businesses or Shooting Ranges.

### 7.2.3 Applicability.

1. A Firearms Business or Shooting Range that is in operation at the time of passage of this Bylaw shall be considered a pre-existing non-conforming use and will thereafter be subject to the Zoning By-laws, as defined in Section 5.
2. A Firearms Business or Shooting Range in operation at the time of passage of this Bylaw shall require a Special Permit to operate once there is a change of ownership.

3. A Firearms Business that is not in operation at the time of passage of this Bylaw shall require a Special Permit to operate.
4. A Shooting Range (Indoor) that is not in operation at the time of passage of this Bylaw shall require a Special Permit to operate.
5. A Shooting Range (Indoor) within a Firearms Business location that is not in operation at the time of passage of this Bylaw shall require a Special Permit to operate.
6. A Firearms Business within a Shooting Range (Indoor) location that is not in operation at the time of passage of this Bylaw shall require a Special Permit to operate.
7. The establishment and operation of Firearms Businesses and Shooting Range(s) shall be subject to continued compliance with all Special Permits, including any conditions thereof, the provisions of this Article, any other applicable requirements of the Zoning By-law, and all applicable Federal, State, and local laws, licenses, and regulations.
8. A Shooting Range (Outdoor) that is not in operation at the time of passage of this bylaw shall not be allowed.

#### **7.2.4 Administration and Procedure.**

1. Only an applicant holding a valid, applicable State license issued pursuant to M.G.L. c. 140, § 122 and all required Federal and local licenses, is eligible to apply for a Special Permit pursuant to Section 7.2. of the Zoning By-Laws. If State, Federal, or local licenses require zoning approval, obtaining such licenses before operations commence shall be a condition of approval.
2. A Special Permit application for a Firearms Business or Shooting Range shall include the following information:
  - a) Name, mailing address, business address, and phone numbers of all persons having equity in the Firearms Business or Shooting Range, including beneficiaries or other interest including but not limited to equity as a result of a security interest, liens, mortgages, or other similar interest. In the event that a corporation, partnership, trust, or other entity is listed, the name, mailing address, business address, and phone number of every person who is an officer, director, shareholder, trustee or other controlling individual or entity associated with the Firearms Business or Shooting Range;
  - b) Name, mailing address and phone number of the manager(s) of the proposed Firearms Business or Shooting Range;
  - c) The total number of employees proposed;

- d) Proposed security precautions as approved by Maynard Police Department.
- e) Evidence that the applicant has site control and the right to use the proposed site as a Firearms Business or Shooting Range;
- f) The physical layout of the premises including the interior of the structure in which the Firearms Business or Shooting Range will be located;
- g) A proposed exterior sign design package (note: No graphics, symbols, or images of Firearms, Ammunition, or Firearm Accessories shall be displayed on, or clearly visible from, the exterior of a Firearms Business or Shooting Range).
- h) Copies of all applicable State, Federal, and local firearms licenses and permits issued to the applicant as, or on behalf of, the owner.
- i) Proof of a policy of insurance executed by an insurance company insuring the applicant business against liability for damage to property and for injury to, or death of, any person as a result of the use of a firearm or ammunition obtained from a permitted firearms business or use of a firearm at a permitted shooting range. The limits of liability shall not be less than \$1,000,000.00 for each incident of damage to property or incident of injury or death to a person. The policy of insurance must contain an endorsement providing that the policy shall not be cancelled until written notice has been given to the insured who shall be required to provide it to the SPGA at least 30 days prior to the effective date of the cancellation.

### **7.2.5 Security.**

1. All Firearms Businesses and Shooting Ranges shall submit a security and operations management plan to the Maynard Police Department for review and approval prior to applying for a Special Permit to operate a Firearms Business or Shooting Range. The plan must include, but is not limited to, the following:
  - a) Proposed provisions for security, both during business hours and overnight.
  - b) The physical layout of the interior delineating all areas, including but not limited to employee-only access areas, storage, administrative, and public access areas.
  - c) Proposed after-hours storage of all Firearms and ammunition.
  - d) The number of employees.
  - e) Measures for security of all firearms and ammunition within the facility.
  - f) Procedures for waste management.
  - g) Delivery and shipment protocols.
2. Operators and employees of a Firearms Business or Shooting Range shall submit a CORI to the Maynard Police Department. No operator or employee of a Firearms Business or Shooting Range shall have been convicted of any disqualifying condition under state or federal law. Disqualifying conditions

include:

- a) Commission of a felony or misdemeanor with a sentence greater than two years.
  - b) Commission of a violent crime.
  - c) Violation of any firearms law punishable by imprisonment.
  - d) Violation of any narcotics law.
3. Hazardous waste shall be accumulated within secured containers inside of the operation and disposed of appropriately. No hazardous waste or materials shall be disposed of in on-site dumpsters or trash containers.
  4. The exterior grounds, including the parking lot and landscaped areas, shall be lighted in such a manner that all areas are always clearly visible during business hours. Recognizing that individual analysis shall be required, the SPGA shall determine site-specific requirements during the public hearing process.
  5. Firearms Businesses and Shooting Ranges shall be equipped with a monitored security system which shall be maintained in working order.

#### **7.2.8 Findings.**

1. Findings. In addition to determining compliance with the requirements and conditions of this Article, Section 10.4, and, if applicable, Section 9.4.6 of the Zoning By-law, the SPGA in its review of any Special Permit application for a Firearms Business or Shooting Range shall find that the proposed Firearms Business or Shooting Ranges:
  - a) Meets all other applicable requirements of the Zoning By-law and the permitting requirements of all applicable agencies of the Commonwealth of Massachusetts and the Town, and will otherwise comply with all applicable state and local laws and regulations. Compliance shall be confirmed by Town Counsel.
  - b) Is designed to minimize adverse visual, auditory or economic impacts on abutters and other parties in interest;
  - c) Provides adequate security measures to ensure that no owner or employee of the Firearms Business or Shooting Range will pose a threat to the health or safety of other individuals. Compliance shall be determined by the Maynard Police Department.

**7.2.9 Special Permit Conditions.** The following conditions shall apply to any Firearms Business or Shooting Range not in operation at the time of passage of this by-law. For any Firearms Business or Shooting Range in operation at the time of the passage of the by-law, for which a Special Permit under this Section 7.2 is later required, the following conditions shall apply but may be modified by the SPGA.

1. The Firearms Business or Shooting Range shall be located within, and conduct all operations and transactions within, an enclosed building.

2. Drive-through windows and/or sales to customers within vehicles are prohibited.
3. The hours of operation of a Firearms Business or Shooting Range shall be set by the SPGA as is commercially reasonable within the hours of 8:00 AM and 9:00 PM.
4. No person under the age of eighteen (18) shall be permitted on the premises of the Firearms Business or Shooting Range unless they are accompanied by a parent or legal guardian.
5. A Special Permit for a Firearms Business or a Shooting Range shall include a condition that the Special Permit may be terminated for violation of M.G.L. c. 140. Verification of such violation and the final action thereon by any regulatory authorities or court of competent jurisdiction shall be provided to the Building Commissioner who shall have the authority to require the owner to cease and desist operations after which the owner may appeal said cease and desist in accordance with G.L. c. 40A or seek a modification through the Planning Board.
6. On an annual basis, the holder of Special Permit for a Firearms Business or a Shooting Range shall meet with the SPGA at a regularly posted meeting and provide any relevant updates as to the previous year's operations.
7. A Special Permit for Firearms Businesses and Shooting Ranges shall be limited to the current applicant, not transferable, and shall lapse if the permit holder ceases or transfers ownership of the operation of the Firearms Business or Shooting Range.

#### **7.2.10 Principal Use/Accessory Use.**

1. All Firearms Businesses and Shooting Ranges shall be principal uses for the purposes of the Zoning By-law. Firearms Businesses and Shooting Ranges shall not be allowed as accessory uses.
2. Any combination of Firearms Business and on-site Shooting Range within the same location shall be required to obtain a Special Permit authorizing this combined use.
3. Firearms Businesses—specifically excluding Gunsmithing—shall not be permitted as an Accessory Home-Based Business Activity under Section 8.3 of the Zoning By-laws.

#### **7.2.11 Severability.**

The provisions of this Article are severable. If any provision, paragraph, sentence, or clause of this Article, or the application thereof to any person, establishment, or circumstances, shall be held invalid, such invalidity shall not affect the other provisions or application of this Article or the Zoning By-law.

### **3. AMEND SECTION 11.0, DEFINITIONS, AS FOLLOWS (newly-inserted text underlined):**

**Firearm Accessory** – Any device designed, modified or adapted to be inserted into or affixed onto any Firearm, Rifle, Shotgun, or Machine Gun as defined in M.G.L. c. 140 § 121.

to alter or improve its functioning or capabilities.

**Firearm Business** – A retail or wholesale operation involving the purchase or sale of any Firearm, Rifle, Shotgun, Machine Gun, or Ammunition as defined in M.G.L. c. 140 § 121, or Firearm Accessory. Gunsmithing, as defined in M.G.L. c. 140 § 121, shall be considered a Firearm Business.

- a) A business shall not be considered a Firearms Business if only licensed as a “Type 03 Federal Firearms License - Collector of Curios and Relics”.
- b) A Firearms Business shall not manufacture firearms.

**Manufacturing, Light:** Light industry or Light Manufacturing: Includes the following (with related offices), provided that such uses shall not include the sale or transfer of flammable liquids, gas, explosives or other potentially hazardous materials, except for the uses operating under a license granted under the authority of M.G.L. c. 148 as of the date of this ordinance:

- Assembly of previously prepared or manufactured parts (not including firearms assembly);
- Laboratory or research establishments including biotechnology companies, but excluding laboratories categorized as Level 4 by the National Institutes for Health.
- Machine shops or other metal working;
- Printing and graphic arts establishments;
- Manufacture, compounding, processing, packaging, stamping or treatment of such products as candy, cosmetics, drugs, perfumes, pharmaceutical and biotechnical, toiletries and food products, and wood, but not including the rendering of fats or oils.

**Shooting Range (Indoor)** - an enclosed building with roof, or an interior space within an enclosed building, designed for sport shooting of firearms, rifles, shotguns, or machine guns.

**Shooting Range (Outdoor)** - an outdoor area designed for sport shooting of firearms, rifles, shotguns, or machine guns.

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

Comments: (Sponsor) Currently the retail sales of firearms fall under general “Retail Business” uses in the Zoning By-laws. A shooting range would be considered a “Recreational Use”. Both the Planning Board (PB) and the Zoning Board of Appeals (ZBA) believe it is in the best interest of the Town to have a site-specific review for both



uses (as well as related uses such as gunsmithing). The proposed Zoning By-law would require a Special Permit issued by the Planning Board for firearms-related businesses and Shooting Ranges to locate in Maynard's commercial and industrial zones and would prohibit these uses in all other zones.

The proposed Zoning By-law was crafted by members of the PB and ZBA with input from the Maynard Rod and Gun Club as well as the Maynard Police Department. The draft regulations address topics including:

- Establishment of new definitions. This modifies the existing category of "Light Manufacturing" to exclude firearms.
  - Minimum distances from schools.
  - Requiring new shooting ranges to be located indoors.
  - Allowing existing facilities to continue use under current regulations (i.e. Rod and Gun Club).
  - Prohibiting firearms businesses as an Accessory Home-Based Business Activity.
- Based on input from the public hearing regarding indoor shooting ranges downtown Planning Board is agreeable to a floor amendment of this article prohibiting indoor shooting ranges within the Central Business District /Downtown Overlay District.

Existing businesses or facilities would not be subject to the new zoning bylaw unless there was a revision of the operation that triggered Special Permit review.

The draft Zoning By-law creates an entirely new section of the ZBL for Firearms Businesses and Shooting Ranges (proposed Section 7.2) as well as adding definitions to Section 11.

Comments: (Finance Committee) Currently there are no Town by-law zonings for firearms businesses and shooting ranges. If this article is passed, it will amend the Town By-Laws by adding Firearms Businesses and Shooting Ranges by special permit process from the Planning Board. This will not supersede federal or state laws or regulations. This by-law would allow the Town Planning Board to have oversight of new proposed businesses and gives guidance on the how new business owners can get established in Town.

**MOTION MADE:** Mr. Arsenault moved that the Town vote to approve Article 29 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED WITH 2/3 WITH A VOTE OF 106-YES / 9-NO / 2-BLANKS**

**ARTICLE: 30                      TRANSFER FUNDS FROM AMBULANCE RECEIPTS  
RESERVED FOR LEASE APPROPRIATION  
FOR FISCAL YEAR 2025**

To see if the town will vote to transfer the sum of \$300,000.00 from Fund 3017 Ambulance Receipts Reserved for Appropriation to pay for the fourth year of the five-year lease appropriated at the June 2020 Town Meeting for the purchase of an ambulance, the third year of the seven-year lease appropriated at the May 2022 Town Meeting for the purchase of a E-One Typhoon Pumper with Emax pump, and the first year of a new five-year lease appropriate for the purchase of an ambulance.

To do or act thereon.

SPONSORED BY:                      Select Board  
APPROPRIATION:                      \$300,000.00  
FINCOM RECOMMENDATION:      Recommends

Comments: (Sponsor) This is the fourth payment in a five-year plan to lease purchase an Ambulance to purchase an ambulance to allow the fire department to move the existing 2013 ambulance to reserve status. Ambulances are the busiest vehicles in most fire department fleets and are typically replaced about every six-year's or even less based on the condition of the vehicle. This article appropriates funds towards a new ambulance in keeping with the standard replacement timing, and to remove any reliance on the 2013 ambulance. The current lead time to acquire a fully outfitted and operationally-ready ambulance is between two to three years, and therefore necessitates appropriation at this time. This is also the third payment in a seven-year plan to lease purchase a fire truck. The anticipated balance of the Ambulance Receipts Reserved fund is \$320,000 by June 2024.

Comments: (Finance Committee) Passage of this article will move money from ambulance receipts to be used for leasing required equipment for fire department service.

**MOTION MADE:** Mr. Stevens moved that the Town vote to approve Article 30 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

**ARTICLE: 31                      LEASE TO PURCHASE AMBULANCE**

To see if the town will vote pursuant to Chapter 44 Section 21C to authorize the Select Board to enter into lease agreement for the lease and purchase of an ambulance for a period of five (5) years but in any event not in excess of the useful life of the property to be procured on such term and conditions as the Select Board deem in the best interest of the Town; and to authorize the Select Board to take all actions necessary to administer and implement such agreement.

To do or act thereon.

SPONSORED BY: Select Board

APPROPRIATION: None

FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Ambulances are the busiest vehicles in most fire department fleets and are typically replaced about every six-year's or even less based on the condition of the vehicle. Maynard's ambulance responds to over 1,000 emergencies per year and in recent years has become more of a maintenance issue. When ambulances are out of service we need to either borrow an ambulance or rely on mutual aid which adds considerably to response times. Additionally, the town loses revenue generated by ambulance transport if the service is provided by another town's mutual aid. This new ambulance will replace the fire departments current reserve ambulance which was purchased in 2013.

Comments (Finance Committee): Passage of this article would authorize the Select Board to enter into a five-year lease-to-purchase agreement on a new ambulance. The agreement would be funded by the passage of the related article for the appropriation of the Ambulance Receipts Reserves in Article 30.

**MOTION MADE:** Mr. Stevens moved that the Town vote to approve Article 31 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

A motion was made by Bill Kohlman, 9 Howard Road, to dissolve the Annual Town Meeting. The motion was passed unanimously and the meeting was dissolved at 10:00 pm.

### **Appendix A: Town General Fund Budget Fiscal Year 2025**

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -
114	Total Other Expenses - Moderator	\$ 200	\$ 200	\$ -
114	Total Moderator Expenses	\$ 200	\$ 200	\$ -
122	Total Salaries – Select Board Office	\$ 75,601	\$ 76,330	\$ 729
122	Total Other Expenses – Select Board Office	\$ 25,700	\$ 35,100	\$ 9,400
122	Total Select Board Office Expenses	\$ 101,301	\$ 111,430	\$ 10,129
129	Total Salaries - Town Administrator	\$ 350,337	\$ 325,109	\$ (25,228)
129	Total Other Expenses- Town Administrator	\$ 18,812	\$ 20,412	\$ 1,600
129	Total Expenses - Town Administrator	\$ 369,149	\$ 345,521	\$ (23,628)

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -
131	Total Other Expenses- Finance Committee	\$ 500	\$ 500	\$ -
131	Total Expenses - Finance Committee	\$ 500	\$ 500	\$ -
135	Total Salaries - Accountant	\$ 189,159	\$ 177,715	\$ (11,444)
135	Total Other Expenses- Accountant	\$ 5,288	\$ 5,230	\$ (58)
135	Total Expenses - Accountant	\$ 194,446	\$ 182,945	\$ (11,501)
141	Total Salaries - Assessor	\$ 168,041	\$ 170,912	\$ 2,871
141	Total Other Expenses-Assessor	\$ 36,470	\$ 46,400	\$ 9,930
141	Total Expenses - Assessor	\$ 204,511	\$ 217,312	\$ 12,801
145	Total Salaries - Treasurer	\$ 212,720	\$ 219,735	\$ 7,015
145	Total Other Expenses-Treasurer	\$ 48,600	\$ 56,550	\$ 7,950
145	Total Expenses - Treasurer	\$ 261,320	\$ 276,285	\$ 14,965
151	Total Salaries - Legal	\$ -	\$ -	\$ -
151	Total Other Expenses-Legal	\$ 96,000	\$ 96,000	\$ -
151	Total Expenses - Legal	\$ 96,000	\$ 96,000	\$ -
155	Total Salaries - Data Processing	\$ -	\$ -	\$ -
155	Total Other - Data Processing	\$ 449,797	\$ 473,297	\$ 23,500
155	Total Expenses - Data Processing	\$ 449,797	\$ 473,297	\$ 23,500
156	Total Salaries - PEG Access	\$ 246,554	\$ 255,000	\$ 8,446
156	Total Other - PEG Access	\$ 99,880	\$ 106,880	\$ 7,000
156	Total Expenses - PEG Access	\$ 346,434	\$ 361,880	\$ 15,446
158	Total Salaries - Tax Title	\$ -	\$ -	\$ -
158	Total Other - Tax Title	\$ 5,700	\$ 6,700	\$ 1,000
158	Total Expenses - Tax Title	\$ 5,700	\$ 6,700	\$ 1,000
161	Total Salaries - Town Clerk	\$ 134,532	\$ 138,479	\$ 3,947
161	Total Other Expenses-Town Clerk	\$ 15,550	\$ 17,550	\$ 2,000
161	Total Expenses - Town Clerk	\$ 150,082	\$ 156,029	\$ 5,947
162	Total Salaries - Elect & Regist..	\$ 935	\$ 935	\$ -
162	Total Other Elect & Regist..	\$ 6,000	\$ 10,000	\$ 4,000
162	Total Expenses - Elect & Regist..	\$ 6,935	\$ 10,935	\$ 4,000

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
163	Total Salaries - Election	\$ 18,200	\$ 25,000	\$ 6,800
163	Total Other - Election	\$ 12,500	\$ 12,500	\$ -
163	Total Expenses - Election	\$ 30,700	\$ 37,500	\$ 6,800
192	Total Salaries - Facilities	\$ 104,269	\$ 108,756	\$ 4,487
192	Total Other - Facilities	\$ 414,400	\$ 213,500	\$ (200,900)
192	Total Expenses - Facilities	\$ 518,669	\$ 322,256	\$ (196,413)
195	Total Salaries - Town Reports Printing	\$ -	\$ -	\$ -
195	Total Other - Town Reports Printing	\$ 10,500	\$ 10,800	\$ 300
195	Total Expenses - Town Reports Printing	\$ 10,500	\$ 10,800	\$ 300
429	Total Salaries - Utilities		\$ -	
429	Total Other - Utilities		\$ 425,543	\$ 425,543
429	Total Expenses - Utilities		\$ 425,543	\$ 425,543
500	Total Salaries - Municipal Services	\$ 347,405	\$ 454,870	\$ 107,465
500	Total Other - Municipal Services	\$ 54,487	\$ 65,300	\$ 10,813
500	Total Expenses - Municipal Services	\$ 401,892	\$ 520,170	\$ 118,278
541	Total Salaries - Council on Aging	\$ 132,977	\$ 135,036	\$ 2,059
541	Total Other - Council on Aging	\$ 37,950	\$ 31,150	\$ (6,800)
541	Total Expenses - Council on Aging	\$ 170,927	\$ 166,186	\$ (4,741)
543	Total Salaries - Veterans	\$ 10,284	\$ 10,700	\$ 416
543	Total Other - Veterans	\$ 21,500	\$ 21,500	\$ -
543	Total Expenses - Veterans	\$ 31,784	\$ 32,200	\$ 416
930	Total Salaries - Capital Projects	\$ -	\$ -	\$ -
930	Total Other - Capital Projects		\$ 50,000	\$ 50,000
930	Total Expenses - Capital Projects	\$ -	\$ 50,000	\$ 50,000
945	Total Salaries - Liability Insurance Premiums	\$ -	\$ -	\$ -
945	Total Other - Liability Insurance Premiums	\$ 570,767	\$ 606,744	\$ 35,977
945	Total Expenses - Liability Insurance Premiums	\$ 570,767	\$ 606,744	\$ 35,977
955	Total Salaries - Town Audit	\$ -	\$ -	\$ -
955	Total Other - Town Audit	\$ 38,000	\$ 40,000	\$ 2,000
955	Total Expenses - Town Audit	\$ 38,000	\$ 40,000	\$ 2,000

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
	Total Salaries - General Government	\$ 1,991,014	\$ 2,098,577	\$ 107,563
	Total Other - General Government	\$ 1,968,601	\$ 2,351,856	\$ 383,255
	Total Expenses - General Government	\$ 3,959,615	\$ 4,450,432	\$ 490,818
210	Total Salaries - Police	\$ 2,669,951	\$ 2,776,877	\$ 106,926
210	Total Other - Police	\$ 230,400	\$ 251,420	\$ 21,020
210	Total Expenses - Police	\$ 2,900,351	\$ 3,028,297	\$ 127,946
220	Total Salaries - Fire	\$ 2,203,813	\$2,292,847	\$ 89,034
220	Total Other - Fire	\$ 208,810	\$ 310,728	\$ 101,918
220	Total Expenses - Fire	\$ 2,412,623	\$ 2,603,575	\$ 190,952
	Total Salaries - Public Safety	\$ 4,873,763	\$ 5,069,724	\$ 195,961
	Total Other - Public Safety	\$ 439,210	\$ 562,148	\$ 122,938
	Total Expenses - Public Safety	\$ 5,312,973	\$ 5,631,872	\$ 318,899
300	Total Salaries - Education	\$	\$ -	\$ -
300	Total Other - Education	\$ 22,229,735	\$ 22,839,261	\$ 609,526
300	Total Expenses - Education	\$ 22,229,735	\$ 22,839,261	\$ 609,526
310	Total Salaries - Assabet Valley Assessment	\$ -	\$ -	\$ -
310	Total Other- Assabet Valley Assessment	\$ 1,269,349	\$ 1,319,213	\$ 49,864
310	Total Expenses- Assabet Valley Assessment	\$ 1,269,349	\$ 1,319,213	\$ 49,864
	Total Salaries - Education	\$	\$ -	\$
	Total Other - Education	\$ 23,499,084	\$ 24,158,474	\$ 659,390
	Total Expenses - Education	\$ 23,499,084	\$ 24,158,474	\$ 659,390
421	Total Salaries - DPW Administration	\$ 212,513	\$ 214,528	\$ 2,015
421	Total Other - DPW Administration	\$ 155,600	\$ 155,000	\$ (600)
421	Total Expenses - DPW Administration	\$ 368,113	\$ 369,528	\$ 1,415
422	Total Salaries - Construction and Maint.	\$ 472,275	\$ 386,370	\$ (85,905)
422	Total Other - Construction and Maint.	\$ 347,050	\$ 401,550	\$ 54,500
422	Total Expenses - Construction and Maint.	\$ 819,325	\$ 787,920	\$ (31,405)
423	Total Salaries - Snow and Ice	\$ 85,000	\$ 85,000	\$ -
423	Total Other - Snow and Ice	\$ 32,000	\$ 32,000	\$ -
423	Total Salaries - Snow and Ice	\$ 117,000	\$ 117,000	\$ -

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
491	Total Salaries - Cemetery	\$ 213,152	\$ 281,116	\$ 67,965
491	Total Other - Cemetery	\$ 139,550	\$ 163,900	\$ 24,351
491	Total Expenses - Cemetery	\$ 352,701	\$ 445,016	\$ 92,315
	Total Salaries - Solid Waste			\$ -
	Total Other - Solid Waste	\$ 922,700	\$ 937,700	\$ 15,000
	Total Expenses - Solid Waste	\$ 922,700	\$ 937,700	\$ 15,000
	Total Salaries - Public Works	\$ 982,939	\$ 967,014	\$ (15,925)
	Total Other - Public Works	\$ 1,596,900	\$ 1,690,150	\$ 93,250
	Total Expenses - Public Works	\$ 2,579,839	\$ 2,657,164	\$ 77,325
610	Total Salaries - Library	\$ 524,298	\$ 527,033	\$ 2,735
610	Total Other - Library	\$ 79,050	\$ 85,800	\$ 6,750
610	Total Expenses - Library	\$ 603,348	\$ 612,833	\$ 9,485
612	Total Salaries - Roosevelt Building	\$ -	\$ -	\$ -
612	Total Other - Roosevelt Building	\$ 42,000	\$ 41,000	\$ (1,000)
612	Total Salaries - Roosevelt Building	\$ 42,000	\$ 41,000	\$ (1,000)
619	Total Salaries - Historical Preservation	\$ -	\$ -	\$ -
619	Total Other - Historical Preservation	\$ 2,000	\$ 2,000	\$ -
619	Total Expenses - Historical Preservation	\$ 2,000	\$ 2,000	\$ -
	Total Salaries - Culture & Recreation	\$ 524,298	\$ 527,033	\$ 2,735
	Total Other- Culture & Recreation	\$ 123,050	\$ 128,800	\$ 5,750
	Total Expenses - Culture & Recreation	\$ 647,348	\$ 655,833	\$ 8,485
				\$ -
710	Total Salaries - Principal Long Term Debt	\$ -	\$ -	\$ -
710	Total Other - Principal Long Term Debt	\$ 1,892,100	\$ 2,632,000	\$ 739,900
710	Total Expenses - Principal Long Term Debt	\$ 1,892,100	\$ 2,632,000	\$ 739,900
				\$ -
751	Total Salaries - Interest Long Term Debt	\$ -	\$ -	\$ -
751	Total Other - Interest Long Term Debt	\$ 776,789	\$ 3,060,211	\$ 2,283,423
751	Total Expenses - Interest Long Term Debt	\$ 776,789	\$ 3,060,211	\$ 2,283,423
752	Total Salaries - Interest Short Term Notes	\$ -	\$ -	\$ -
752	Total Other - Interest Short Term Notes	\$ 10,000	\$ 10,000	\$ -
752	Total Expenses - Interest Short Term Notes	\$ 10,000	\$ 10,000	\$ -

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2024</u></b>	<b><u>FY2025</u></b>	<b><u>FY2024 vs FY2025</u></b>
	Total Salaries - Debt Service	\$ -	\$ -	\$ -
	Total Other - Debt Service	\$ 2,678,889	\$ 5,702,211	\$ 3,023,323
	Total Expenses - Debt Service	\$ 2,678,889	\$ 5,702,211	\$ 3,023,323
910	Total Salaries - Ret Sys Pension Contrib.	\$ -	\$ -	\$ -
910	Total Other - Ret Sys Pension Contrib.	\$ 3,014,372	\$ 3,181,673	\$ 167,301
910	Total Expenses - Ret Sys Pension Contrib.	\$ 3,014,372	\$ 3,181,673	\$ 167,301
913	Total Salaries - Unemployment Compens.	\$ -	\$ -	\$ -
913	Total Other - Unemployment Compens.	\$ 40,000	\$ 40,000	\$ -
913	Total Expenses - Unemployment Compens.	\$ 40,000	\$ 40,000	\$ -
914	Total Salaries - Health Insurance	\$ -	\$ -	\$ -
914	Total Other - Health Insurance	\$ 6,295,469	\$ 6,457,909	\$ 162,440
914	Total Expenses - Health Insurance	\$ 6,295,469	\$ 6,457,909	\$ 162,440
915	Total Salaries - Life Insurance	\$ -	\$ -	\$ -
915	Total Other - Life Insurance	\$ 10,500	\$ 10,500	\$ -
915	Total Expenses - Life Insurance	\$ 10,500	\$ 10,500	\$ -
916	Total Salaries - Medicare	\$ -	\$ -	\$ -
916	Total Other - Medicare	\$ 375,559	\$ 384,948	\$ 9,389
916	Total Expenses - Medicare	\$ 375,559	\$ 384,948	\$ 9,389
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -
	Total Other- Employee Benefits	\$ 9,735,900	\$ 10,075,030	\$ 339,130
	Total Expenses- Employee Benefits	\$ 9,735,900	\$ 10,075,030	\$ 339,130
132	Reserve Fund - Original Budget	\$ 250,000	\$ 250,000	\$ -
	<b><u>SALARIES</u></b>			
	General Government	\$ 1,744,460	\$ 1,843,577	\$ 99,117
	Public Safety	\$ 4,873,763	\$ 5,069,724	\$ 195,961
	Public Works	\$ 982,939	\$ 967,014	\$ (15,925)
	Cultural & Recreation	\$ 524,298	\$ 527,033	\$ 2,735
	Education - Maynard	\$	\$	\$
	Education - Assabet	\$ -	\$ -	\$ -
	Employee Benefits	\$ -	\$ -	\$ -
	Debt Service	\$ -	\$ -	\$ -
	Reserve Fund	\$ -	\$ -	\$ -



<u>ACCOUNT NAME</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2024 vs FY2025</u>
Peg Access	\$ 246,554	\$ 255,000	\$ 8,446
<b>TOTAL SALARIES</b>	<b>\$ 8,372,015</b>	<b>\$ 8,662,348</b>	<b>\$ 290,333</b>
<b><u>OTHER EXPENSES</u></b>			
General Government	\$ 1,868,721	\$ 2,244,976	\$ 376,255
Public Safety	\$ 439,210	\$ 562,148	\$ 122,938
Public Works	\$ 1,596,900	\$ 1,690,150	\$ 93,250
Cultural & Recreation	\$ 123,050	\$ 128,800	\$ 5,750
Education - Maynard	\$ 22,229,735	\$ 22,839,261	\$ 609,526
Education - Assabet	\$ 1,269,349	\$ 1,319,213	\$ 49,864
Employee Benefits	\$ 9,735,900	\$ 10,075,030	\$ 339,130
Debt Service	\$ 2,678,889	\$ 5,702,211	\$ 3,023,323
Reserve Fund	\$ 250,000	\$ 250,000	\$ -
PEG Access	\$ 99,880	\$ 106,880	\$ 7,000
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 40,291,632</b>	<b>\$ 44,918,668</b>	<b>\$ 4,627,036</b>
<b><u>TOTAL EXPENSES</u></b>			
General Government	\$ 3,613,181	\$ 4,088,552	\$ 475,372
Public Safety	\$ 5,312,973	\$ 5,631,872	\$ 318,899
Public Works	\$ 2,579,839	\$ 2,657,164	\$ 77,325
Cultural & Recreation	\$ 647,348	\$ 655,833	\$ 8,485
Education - Maynard	\$ 22,229,735	\$ 22,839,261	\$ 609,526
Education - Assabet	\$ 1,269,349	\$ 1,319,213	\$ 49,864
Employee Benefits	\$ 9,735,900	\$ 10,075,030	\$ 339,130
Debt Service	\$ 2,678,889	\$ 5,702,211	\$ 3,023,323
Reserve Fund	\$ 250,000	\$ 250,000	\$ -
PEG Access	\$ 346,434	\$ 361,880	\$ 15,446
<b>TOTAL EXPENSES</b>	<b>\$ 48,663,647</b>	<b>\$ 53,581,016</b>	<b>\$ 4,917,369</b>

	<b>FY24</b>	<b>FY25</b>
<b><u>REAL ESTATE REVENUES</u></b>		
Prior Year Levy Limit	\$ 34,986,734	\$ 36,325,228
Proposition 2.5% Increase amended new growth	\$ 874,668	\$ 908,131
New Growth ( Estimate )	\$ 250,000	\$ 350,000
	<b>\$ 36,111,402</b>	<b>\$ 37,583,359</b>
Debt Exclusions	<b>\$ 2,537,106</b>	<b>\$ 2,530,820</b>
Debt Exclusions - new GMS		<b>\$ 3,055,000</b>

	<b>FY24</b>	<b>FY25</b>
<b>TOTAL TAX REVENUE</b>	<b>\$ 38,648,508</b>	<b>\$ 43,169,179</b>
Education - Chapter 70	\$ 5,663,218	\$ 5,700,958
Education - Charter School Reimbursement	\$ 416,050	\$ 231,319
Less: Assessments Charter School	\$ (1,694,400)	\$ (1,570,314)
Less: Assessments School Choice	\$ (243,004)	\$ (252,702)
Less: Special Education	\$ (958)	\$ -
General Government	\$ 1,916,731	\$ 1,971,508
Less: Assessments General Government	\$ (110,779)	\$ (116,158)
<b>NET LOCAL AID</b>	<b>\$ 5,946,858</b>	<b>\$ 5,964,611</b>
<b>TOTAL LOCAL RECEIPTS</b>	<b>\$ 3,215,380</b>	<b>\$ 3,560,760</b>
<b>TOTAL BOND PREMIUM REIMBURSEMENT</b>	<b>\$ 21,550</b>	<b>\$ 19,857</b>
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>\$ 1,071,351</b>	<b>\$ 1,106,609</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 48,903,647</b>	<b>\$ 53,821,016</b>

## **Appendix B: Salary Administration Plan and Salary Table**

### **Salary Administration Plan Town of Maynard**

This plan shall become effective on **July 1, 2024.**

#### **Section 1: Titles of Positions**

The existing job titles, which are articulated in this plan or the annual budget, will not be added to without the recommendation of the Town Administrator and approval by the Select Board. Any such position(s) which are to be added during the fiscal year, must have sufficient funding sources. Any said position must be within the compensation ranges stated in Appendix A of this plan.

#### **Section 2: Job Descriptions**

The Town Administrator shall review job descriptions and recommend additions, changes or edits to the Select Board. Adjustments to the job descriptions shall not affect the power of any administrative authority to reasonably appoint, assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

#### **Section 3: Work Schedule**

Work schedules may vary among positions. Some schedules are seasonal, part-time, full-time, require work to be performed evening or weekend hours, as appropriate to the position. Actual schedules will be determined by the employees' supervisors, in consultation with the Town Administrator. There shall be no reduction of service to the public under this clause.

#### **Section 4: Salary Schedule**

The Salary Schedule of the Salary Administration Plan, set forth in Appendix A of the Personnel Bylaw shall consist of the minimum and maximum hourly rates and annual salaries, as applicable. The minimum and maximum rate ranges and annual salaries will be set annually. Any change must be submitted as part of the budget process for the subsequent fiscal year by the Department Head to the Town Administrator. There will be no retroactive pay under this plan.

#### **Section 5: New Personnel**

The hiring rate shall be no greater than allowed by Appendix A. All offers of employment must be reviewed for funding by the Town Accountant and approved by the Town Administrator. All new hires are subjected to a ninety (90) day probationary period which may be extended for up to an additional ninety (90) days if directed by the Town Administrator. During probation, an employee is entitled to pay for holidays and other benefits provided to eligible employees. During the probationary period, vacation time may be accrued but is not earned until the completion of the probationary period, thus vacation time may not be used until ninety (90) days of continuous service has been completed. Any employee who is not retained after said probationary period will not be entitled to any additional benefits other than those required by law.

#### **Section 6: Departmental Budgets**

If a Department Head, in consultation with and with the approval of the Town Administrator, determines that a pay adjustment is recommended, said adjustment shall be included in the annual budget. No adjustment shall be effective or paid unless sufficient funds are made available. No salary or wage adjustments will be made during the fiscal year except under extenuating circumstances. In such cases, and with the approval of the Town Administrator and the Select Board, an exception may be made to the previous provision.

#### **Section 7: Benefits**

##### **A. Definitions**

1. Full-time- employees will work 40 hours per week as defined by their job work schedule and are benefits eligible.
2. Permanent, part-time employees must work 20 or more hours per week as an annual average to be eligible for benefits.
3. Part-time, employees work less than twenty (20) hours per week as an annual average and are not benefits eligible.
4. Positions paid by annual stipend work a schedule as prescribed by their job description and are paid on an annual basis. Monthly payments may be made depending on the position. These employees are not entitled to any benefits.

5. Temporary Employees work occasionally, on call or as needed on a non-continuing basis. Temporary employees do not work more than twelve (12) weeks consecutively or more than 1000 hours annually. These employees are considered as seasonal and / or occasional employees and are not entitled to any benefits or, upon separation of service, completion of the project for which they were hired or the completion of the term, entitled to other compensation, including unemployment benefits, to the extent allowable by law..

#### **B. Holidays with Pay**

All Full-Time employees shall receive credit for scheduled hours at straight time pay for the holidays listed in this section. Permanent, part-time employees receive credit for the value of hours on a prorated basis (based on a 40 hour work week). For example, a 20 hour per week employee will receive forty-six (46) hours of total time off compensation for Town recognized holidays (20 hours per week is half of 40 hours and 46 is half of the 92 hours of annual time scheduled for Town recognized holidays); provided, however, that said time shall not be considered actual time worked for the purpose of overtime calculation. Holidays occurring on Saturday are observed on the previous Friday and Sunday holidays are observed on the following Monday. The holidays recognized by the Town of Maynard for the purposes of this agreement are: New Year's Day, Martin Luther King Jr. Day, President's Day, Patriot's Day, Juneteenth, Memorial Day, Independence Day, Labor Day, Indigenous Peoples Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Day, and a half day on Christmas Eve.

Salary Administration Plan employees will be paid if Town Hall is closed, due to weather or other emergencies, if they were scheduled to work on the day and time period of the closing. However, if an employee is out on a vacation or sick day, corresponding paid time off will be charged.

#### **C. Vacations**

The vacation year shall be the period from July 1 to June 30 inclusive. Vacation is accrued monthly; however, each employee shall be credited on July 1<sup>st</sup> of each year with hours of vacation with pay as follows:

1. Newly hired full-time employees shall be granted 80 hours of vacation upon hire, pro-rated to the nearest half hour from date of hire through June 30th.
2. 120 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their first anniversary with the Town.
3. 160 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their fifth anniversary with the Town.
4. 200 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their fifteenth anniversary with the Town.
5. Permanent, part-time, employees will receive vacation pay pro-rated to the nearest half hour based on the number of hours scheduled each work week as an annual average (see

section 7B for more details). Years of service are credited in full, regardless of number of hours worked.

6. All vacation under this clause must be approved by the department manager. Vacations shall be granted by the Department Heads at such time as, in their opinion, will cause the least interference with the performance of the regular work of the departments within reason. Vacation time shall be taken within the fiscal year it is granted, except that up to one week of earned vacation time may be carried forward to September 30<sup>th</sup> of the ensuing fiscal year, subject to Town Administrator approval.
7. Upon separation, if an employee has used more vacation time than they have accrued within the fiscal year, the hours owed will be deducted from their last pay period.

#### **D. Sick Leave**

1. Sick leave is a privilege, not a right, and shall be payable only in cases of bona-fide illness or non-work connected accident.
2. All full-time and permanent, part-time employees shall accumulate sick leave at the rate of 80 hours per year/6.67 hours per month, pro-rated for part-time schedules.
3. Employees who are absent because of sickness shall be required to notify a supervisor immediately during first day of absence. An employee out sick for more than three working days may be required to bring a letter from a healthcare professional verifying their condition, which is acceptable to the Town Administrator and which will be placed in the employee's personnel file.
4. An employee out sick for more than three working days may be required to bring a letter from a healthcare professional verifying that they are able to return to work without restriction. The Town reserves the right to ask for an examination by a medically qualified third party to determine suitability to return to work without restriction.
5. Sick time may accumulate from year to year. The buying back or paying out of accrued sick time at separation is not permitted under the Salary Administration Plan.

#### **E. Leaves of Absence**

An unpaid leave of absence may be granted to an employee in accordance with the Town's Personnel Policies, and as required by State and Federal law.

#### **F. Insurance Benefits**

Health and other insurance benefits will be offered to eligible employees in accordance with the Town's Personnel Policies and as permitted under Chapter 32B General Laws of the Commonwealth of Massachusetts.

#### **G. Retirement Benefits**

Maynard retirement plan participation will be offered to eligible employees as permitted under the Contributory Retirement Law. For those employees not eligible to participate in the Town's retirement plan, participation in the Massachusetts OBRA SMART Plan is required.

#### **H. Unscheduled Additional Time**

Payment for overtime shall be in accordance with the terms of the Fair Labor Standards Act of 1938, as amended. Overtime must have prior approval by the Department Head and the Town Administrator. Overtime is considered greater than forty hours per week. After forty hours in a week, non-salaried employees covered by this plan will receive one and one half times their hourly rate for each hour worked or part of an hour worked. Any salaried employee working more than 40 hours in a week may request an adjustment of their schedule for the subsequent week. This request will be accommodated where possible and appropriate.

Compensatory time may be taken in lieu of overtime pay, at the rate of time and one-half, only by mutual agreement of both employee and supervisor prior to overtime hours being worked. If such an agreement is made, compensatory time may be accumulated to a maximum of 40 hours for full-time regular employees and a pro-rated equivalent for part-time employees and compensatory time should be taken within a reasonable time of being earned. An employee is eligible to be paid for any compensatory time upon termination or retirement.

Earnings for Overtime and Compensatory Time are to be acknowledged on time sheets indicating the date earned and the reason for the added time. Comp Time use must also be acknowledged on time sheets.

#### I. Policies and Procedures

Please see the Town's Personnel Policies and Procedures Manual for additional benefits, rules and regulations not covered here. The manual can be found on the Town's Human Resources web page: <https://www.townofmaynard-ma.gov/165/Human-Resources>.

#### **Appendix B: Salary Table**

	<i>Minimum</i>	<i>Maximum</i>
<b>Full-Time Employees</b>	\$20.00	\$ 45.00
<b>Part-Time Employees</b> (no less than MA minimum wage)	\$15.00	\$ 40.00
<b>Part-Time Specialized</b> (i.e., certified/licensed)	\$20.00	\$ 50.00
<b>Veterans' Agent</b>	Annually	\$10,700.00
<b>Inspector of Animals</b>	Annual Stipend	\$ 105.00
<b>Registrar of Voters</b>	Annual Stipend	\$ 105.00
<b>Clerk, Registrar of Voters</b>	Annual Stipend	\$ 515.00
<b>Moderator</b>	Annual Stipend	\$ 75.00



The start of the 2024 Annual Town Meeting

### **Special Town Meeting, October 7, 2024**

At the Special Town Meeting duly called and held at the Fowler School Auditorium, 3 Tiger Drive, on Monday, October 7, 2024 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (75 Voters = quorum); **254** voters were present, and 11 guests were present.

**The Town Moderator, Richard “Dick” Downey, called the meeting to order at 7:00 pm.**

Moderator Downey declared a moment of silence for Joe Withington, DPW employee for the Town of Maynard, as well as all Maynard residents who passed away over the past year.

At the start of the meeting, Moderator Downey appointed William Kohlman as the Deputy Moderator.

<b>MOTION PASSED SIGNIFICANTLY</b>
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Also at the start of the meeting, Moderator Downey asked for a vote by show of hands for Articles 4 and 5 to be grouped and voted together.

<b>MOTION PASSED SIGNIFICANTLY</b>
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William Kohlman, Chair, Charter Review Committee, delivered the final Charter Review report and dissolved the Charter Review Committee.

**ARTICLE: 1 AMEND THE TOWN GENERAL FUND BUDGET FISCAL YEAR 2025**

Move to approve Article 1 as printed in the warrant, except the words “to do or act thereon”

**Purpose:**

To amend the Town’s General Fund budget reflecting both updated revenue from the state budget in the amount of \$126,588, and the updated and more precise debt service obligation to fund the construction of the new Green Meadow Elementary School. The increase for General Government is to supplement personnel contracting funds to address previously unsettled employment agreements and contractually obligated expenses.

The increase to Public Works is for the upfront costs of installing temporary fuel tanks to replace the already dysfunctional tanks at the Winter Street yard.

The increase to Maynard Public Schools is to supplement their facility maintenance budget.

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

**MOTION MADE:** Mr. Swanberg moved that the Town vote to approve Article 1 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 197-YES / 10-NO**

**ARTICLE: 2                      COMMUNITY PRESERVATION RESERVE FUND  
   APPROPRIATIONS: LORENZO MAYNARD WATER  
   TROUGHAND ICEHOUSE LANDING**

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

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Recommends

Comments: Bill Cranshaw, Sponsor, presented this article.

**MOTION MADE:** Mr. Cranshaw moved that the Town vote to approve Article 2 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**



**ARTICLE: 3                      BORROWING AUTHORIZATION THROUGH DEBT  
EXCLUSION:ALUMNI FIELD BLEACHERS AND FACILITIES**

Move to approve Article 3 as printed in the warrant, except the words “to do or act thereon”

SPONSORED BY:                      School Committee  
APPROPRIATION:                      \$3,400,000.00  
FINCOM RECOMMENDATION:      Recommends

Comments: Co-Sponsors, Natasha Rivera and Mary Brannelly, made a presentation on behalf of the School Committee.

Glenn Koenig, Charles Street, asked for clarification on what OPM stood for (Owners Project Manager). He asked about potential flooding and/or drainage issues.

Ms. Rivera replied that if this was in reference to the field, the field is not within the scope of this project. She was unaware of any drainage conversations regarding the bleachers and facilities project. She said the OPM could answer any concerns regarding this issue.

Jan Jones, Nick Lane, asked for clarification on how the decision was made to have fewer seats available than are available currently.

Ms. Brannelly spoke about the visitor bleachers that have been torn down. She explained that the number of seats has been decreased by 50% and this decision was cost-driven.

Ms. Rivera explained the cost savings with less seating.

Mary Frain-Johnston, 3 King Street, asked for clarification of the current enrollment at Maynard High School and the number of student athletes that will benefit from the bleachers on this field. She also asked about attendance at these games.

Ms. Rivera explained each game was different and she cited ticket sales, which does not include some athletes, coaches, band members, etc. She added graduation will take place at the field when the weather cooperates.

Ms. Frain-Johnston asked if other teams will benefit from this improvement.

Ms. Rivera answered that soccer also uses Alumni Field.

Lisa Oakes-Dunham, 188 Main Street, asked if there have been efforts from the Town to look into state grants and/or corporate sponsorships to absorb the cost. She mentioned that the residents are currently paying for the Green Meadow School Building project.

Ms. Rivera spoke on the grants that have been investigated by the Town and how specific the qualifications are for these grants. She added that there are current sponsorships for the field from local businesses. These sponsorships are put towards field maintenance.

Tom Gorman, 12 Oscar's Way, he was Maynard's football coach, having left this position a few years back. He commented on the use of port-a-potties and the embarrassment this creates with spectators. He feels the time is now to fix the problem with Alumni Field.

Tom Hesbach, 2 Chandler Street, member of the Recreation Commission and Field Use Task Force and Bleachers Task Force, spoke on the scope of the project and the condition of the field. He stated that there are approximately 160 student athletes that use this field.

Robert Morel, 4 Guyer Road, spoke on disagreeing with assuming more debt, as the town has financial issues currently. He recommends to vote no.

Alexandra Howard, 9 Fowler Street, asked for clarification on the average house tax that will be incurred for the Green Meadow School project.

Ms. Rivera did not have those figures with her.

The Finance Committee estimated at \$750.00 per year increase on taxes.

Mary Frain-Johnston, 3 King Street, asked for the enrollment at Maynard High School.

Ms. Rivera confirmed there are approximately 309 students at the high school currently.

Ms. Frain-Johnston asked, given the small number of students that actually play, if this project was a good idea.

Ms. Rivera explained that the middle school also uses the field. She added that there was an injury to a student on the current bleachers, which is what led the school committee to consider this project.

Julia Magnussen, Roosevelt Street, asked about the Town's delay in this project and the legal exposure this creates. She asked if there are any lawsuits regarding injuries and if the project moves forward is the Town immune to future law suits.

Ms. Rivera stated that currently the bleachers are not up to code, and that would be rectified with this project.

Adam Costa, Town Counsel, replied that he is unaware of any pending lawsuits against the town regarding this issue. Insurance counsel would receive those types of lawsuits, but the Town Administrator assured Mr. Costa that there are no pending lawsuits. He could not guarantee no future lawsuits for the town, but a safer facility will greatly reduce the threat.

Roger Stillwater, 17 Sunset Road, spoke on behalf of the senior population in Maynard and asked for senior center funding. He spoke on the numerous projects for the children. He urged a “no” vote for recreation prior to getting a new senior center.

Tom Hesbach, 2 Chandler Street, mentioned that the Recreation Commission, at their January of 2024 meeting, voted not to endorse this bleacher project unless it involved field improvement.

Glenn Koenig, 10 Charles Street, asked how many days during the entire year is this field used.

Ms. Rivera said that right after Covid, the bleachers were condemned so there is not any information regarding usage of the bleachers. The space used to be used for outside organization but has not since Covid. The facility is closed from Thanksgiving until the spring. The rental costs will go away with this project.

Chris Kline, 12 Euclid Avenue, asked if concessions was required and if there was consideration for staffing and costs associated with this part of the project.

Ms. Rivera answered that maintenance fees were discussed, as there will be more maintenance required for the bathrooms, concession stand, etc. Concession is not required for this project. There is a current concession area that will become storage. Maynard Public Schools staff will be responsible for maintenance of the project. The concessions will be maintained by the Booster Clubs.

Anthony Midey, 15 Sunset Road, spoke in favor of this project. He spoke about renting out the facilities for club teams. He mentioned how this facility is at the end of its useful life and eventually something will need to be done, so why not now?

Ms. Rivera explained that the cost for this project has fluctuated due to code changes.

Robert Morel, 4 Guyer Road, asked for the annual tax burden increase per household for this project.

The Finance Committee answered that it is approximately \$7.00/month.

Mr. Morel stated that he didn’t think the \$7.00 per month was what was scaring residents. He believes it is the cumulative tax burden that people are concerned about. If this was a water issue, most residents would take on the tax burden. Most residents don’t view this as important.

Ed Mullen, 5 Nancy Circle, disagreed with that view. He spoke on the eyesore that this facility is for the Town of Maynard. He feels to do nothing will be more costly in the long run. He is in favor of this project.

Dorothy Cramer, Espie Avenue, asked how we could rent out this facility if the code determines the number of bathrooms that would need to be available. Additionally, would we need to pay a night custodian to open and close the facility?

Ms. Rivera stated that the full occupancy is what draws the full complement of bathrooms. There is staff that stays for the games currently. If someone were to rent the space, the personnel fee would be considered in the rental fee. The field, as a whole, is a Phase II of this facility, as well as the track.

Bill Cranshaw, Mockingbird Lane, this comes down to priorities. He mentioned the Capital Planning Committee projects that have been presented to the Select Board. This \$3.4 million would pay for a number of these projects, some that benefit the school. He spoke of the debt this will create, and the cost of renting out a senior center. He mentioned that next May the School Committee will be looking for approximately \$500,000 more dollars for operational money to hire or maintain current teaching staff. Prioritizing for him is to pick the teachers over the bleachers.

Jane Audrey Newhauser, Main Street, feels it is a lovely project that the Town may not be able to afford. She has, in the past, voted for all the school projects, but would like to see the senior citizens get some consideration.

Erica McDonald, 98 Summer Street, she agrees with the project, but also agrees the field and the track need to be replaced also. She asked for what the cost of the project would have been with the field and the track included.

When the Request for Proposals was sent out, the field and track were not part of the project, so that would have to be redone including those items.

Greg Johnson, Town Administrator, the procurement law will not allow additional scope of services to be placed on this project. We would have to start from scratch if we were to include additional items.

Another resident came to speak after the comments were stopped by the Moderator. The Sergeant-at-Arms was called to remove the resident.

A vote was taken by the residents to allow this resident to speak. The vote was passed.

Ron Labbe, Glendale Street, questioned fundraising. He mentioned that even large arenas sell naming rights.

**MOTION MADE:** Natasha Rivera moved that the Town vote to approve Article 3 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION FAILED WITH A VOTE OF 97-YES / 136-NO**

**ARTICLE: 4                      WATER RETAINED EARNINGS TRANSFER FOR CAPITAL EQUIPMENT**

Move to approve Article 4 as printed in the warrant, except the words “to do or act thereon”

Purpose: This article’s purpose is to transfer retained earnings within the Water Enterprise Fund to support the outfitting of the already acquired utility truck. The use of funds from the water enterprise’s retained earnings avoids borrowing and long-term interest payments. The procurement would not impact the water and sewer rates.

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

Comments: (Sponsor) Free Cash is taxpayer money that has not been appropriated for spending. Traditionally, Maynard uses these funds to pay for one-time items or events, like a deficit in the snow and ice budget or capital projects. The capital items listed above are submitted in accordance with the priorities of the Capital Planning Committee (CapCom), with the following descriptions:

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

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 4 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 204-YES / 7-NO**

**ARTICLE: 5                      SEWER RETAINED EARNINGS TRANSFER FOR WASTEWATER TREATMENT PLANT ANALYSIS**

Move to approve Article 5 as printed in the warrant, except the words “to do or act thereon”

Purpose: This article’s purpose is to transfer retained earnings within the Sewer Enterprise Fund to support an analysis of the town’s wastewater treatment plant’s capacity. This will allow the town to effectively explore replacement and upgrade options to the plant as major components of the treatment process are reaching their useful life expectancy.

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

**MOTION MADE:** Mr. DiSilva moved that the Town vote to approve Article 5 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 204-YES / 7-NO**

## **ARTICLE: 6                      ACQUISITION OF SEWER UTILITY EASEMENTS**

Move to approve Article 6 as printed in the warrant, except the words “to do or act thereon”

Purpose: This article authorizes the acquisition of easements to support the upgrading and enlarging of aspects of the town’s pump station network. The upgrades are identified as part of a larger design to address the sewer system’s vulnerabilities. The appraised cost of these easements are already budgeted within the Sewer Enterprise Fund.

**MOTION MADE:** Mr. Gavin moved that the Town vote to approve Article 6 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED WITH A VOTE OF 177-YES / 4-NO / 3-BLANKS**

## **ARTICLE: 7                      ADOPTION OF ENTERPRISE FUND FOR SOLID WASTE AND RECYCLING SERVICES PROGRAM**

Move to approve Article 7 as printed in the warrant, except the words “to do or act thereon”

PURPOSE: (TBD – from Task Force) This article creates a new enterprise fund to begin in July 2025 for Fiscal Year 2026 that will modernize how the town conducts the business of trash and recycling collection services.

Bill Cranshaw, Mockingbird Lane, broke down the variety of ways the residents are paying for their trash removal, recycling, etc. He asked the Select Board if they increase the price of the stickers for trash, will the taxes be lowered accordingly.

Mr. Swanberg, Select Board Chair, stated that this is not the issue that is being voted on this evening. This is simply changing the mechanism for the enterprise fund vote.

Roger Stillwater, 17 Sunset Road, asked for clarification on this being a tax increase. Meg Sobkowicz Kline replied that this is simply setting up the mechanism for the future. Setting up the enterprise fund allows the Town to account for every dollar that is being spent in the Trash/Recycling program.

Mr. Stillwater asked if the same amount of money in the town taxes will be going into the Enterprise Fund.

Ms. Sobkowicz Kline replied that this action has not been investigated yet.

Justine St. John, 2 Barilone Circle, asked for clarity on how the enterprise fund would be funded.

Mr. Swanberg said there will be no change in the immediate future for funding this. It would come from sticker sales and the portion of the taxes collected.

Justin Demarco, DPW Director, explained where the Town stands on trash/recycling efforts. He explained the timeline with the Harvey contract expires on June 30, 2025.

Craig Altema, 16 Garfield Avenue, asked if compost has ever been a discussion.

Ms. Sobkowicz Kline said that this is definitely being discussed.

Ellen McManus, 11 Summit Street, asked if this changes anything like sticker prices or taxes.

Greg Johnson, Town Administrator, explained that by establishing this Enterprise Fund, this will still require a vote at Town Meeting.

Ben Zautski, 9 Crane Avenue, explained enterprise funds.

Mark Decastro, Cutting Drive, asked what will happen if trash removal is removed from the tax base and residents decide to hire their own private contractor.

The task force is working hard to make sure this works for the entire town, as they would prefer the residents to stay with the town service.

**MOTION MADE:** Mr. Stevens moved that the Town vote to approve Article 7 as printed in the Warrant, except the words “to do or act thereon”.

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY SHOW OF HANDS.**

**ARTICLE: 8                      HOME RULE PETITION - SPECIAL LEGISLATION LIQUOR  
LICENSE MAYNARD CORNER STORE, 49 WALNUT STREET**

Move to approve Article 8 as printed in the warrant, except the words “to do or act thereon”

**PURPOSE:** This article allows the town to petition the state to add a package store license to the town's quota, to be applied for specifically by the Corner Store at 49 Walnut Street. This proposed new license would be the town's fifth package store license.

Applicants: Mugresh Patel and Jeff Gendron

Jeff Dutton, Waltham Street, was under the impression this store already had a liquor license, as they sell beer and wine.

Ms. McConchie replied that an alcohol license would allow them to sell hard liquor as well.

Jill Snyder, asked how much money the town will make with this additional liquor license. She also asked if this was a one time fee.

Greg Johnson, Town Administrator, replied that it will be the requirement of the business to take advantage of their liquor license. This process is to ask the state to increase the number of licenses in Maynard. He added that the business would have to renew the license fee yearly.

Attorney Edmund Hurley represented the owners of the business. There is no anticipated number of sales at this time.

**MOTION MADE:** Ms. McConchie moved that the Town vote to approve Article 8 as printed in the Warrant, except the words "to do or act thereon".

**MOTION WAS SECONDED.**

**MOTION PASSED SIGNIFICANTLY BY A SHOW OF HANDS**

A motion was made by William Kohlman, 9 Howard Road, to dissolve the Special Town Meeting. The motion was passed unanimously, and the meeting was dissolved at 8:50 pm.

## BOARD OF REGISTRARS

### *Members*

Melissa L. Pelletier.....	Town Clerk
Anita F. Dolan.....	Member
Janice Jones.....	Member
Robert Morel.....	Member
Charles T. Shea.....	Member

To the Citizens of Maynard:

The Board of Registrars respectfully submits its Annual Report for the year ending 2024.



The Annual Listing of Residents was conducted in accordance with Chapter 51, Section 4, of the Massachusetts General Laws. The Census was completed by the end of April, and Street Lists were available by June 1st.

The Board of Registrars held voter registration sessions prior to all Annual and Special Town Meetings and all Elections.

As of the close of 2024, the number of registered voters by precinct was as follows:

PRECINCTS

	<u>Total</u>
PRECINCT ONE	2236
PRECINCT TWO	1980
PRECINCT THREE	2676
PRECINCT FOUR	2016
TOTAL	8908

To participate in Local, State, and Federal Elections, as well as Town Meetings, a person must be:

- A U.S. Citizen
- A Massachusetts resident
- At least 18 years old on or before the next election

2024 was a very busy election season. We strongly encourage the residents of Maynard to register to vote. Your vote not only counts—it is important!

The voter registration process has become increasingly accessible. You can register:

- **Online** at [www.sec.state.ma.us/OVR/](http://www.sec.state.ma.us/OVR/)
- **In person** at the Town Clerk's office
- **By mail** using a voter registration form

The Board of Registrars extends its sincere gratitude to all Election Workers who dedicated long hours to ensure that Elections and Town Meetings were conducted in full compliance with the law.

Respectfully submitted,

***Melissa L. Pelletier***  
***Town Clerk***

## Public Safety

### POLICE DEPARTMENT

#### CORE VALUES

*Integrity, Professionalism, Compassion, Teamwork, and Community Satisfaction*

#### MISSION STATEMENT

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



The Maynard Police Department is a full-service agency operating on a twenty-four-hour basis seven (7) days a week. The Department strives to exhibit a positive culture that is encouraging to visitors and residents alike. The Department is a community-oriented agency that is proud and humbled to serve the residents and visitors of the Town of Maynard. The Department strives to establish partnerships with the community using innovative problem-solving approaches and building long-term relationships with members and businesses in the community. We are committed to providing the highest level of police services that will preserve a quality of life that makes this community a desirable place in which to live, visit, and conduct business.

The following programs are in addition to the day-to-day patrol activities and investigations:

#### **JAIL DIVERSION PROGRAM**

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

Maynard was a founding member of the Central Mass Police Partnership (“CMPP”) collaboration. This is a collaboration with area police departments (Acton, Bedford, Concord, Carlisle, Lexington, Lincoln, Maynard, Stow, and Hanscom Air Force Base Security) that was first formed to address the epidemic caused by the opioid crisis. As stated, the area departments recognized the need for better trained personnel for the treatment of persons suffering from mental health and substance abuse. The collaboration searched and found the Jail Diversion Program to be one that would address these concerns and needs.

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

Mental health calls for service are a major concern for the Maynard Police Department. We have seen a significant rise in mental health calls over the past few years. We are more than a law enforcement agency. Maynard officers have for years been trained to handle mental health calls, and how to de-escalate those calls that have the potential for violence.

### **DVSN- Domestic Violence Services Network**

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

### **NEMLEC**

The Maynard Police Department is also part of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC is a law enforcement council, composed of a consortium of police departments in Middlesex and Essex Counties, and two County Sheriff's Departments. NEMLEC units are composed of highly trained and skilled officers from member agencies under the command of a police chief. These units are specifically trained in de-escalation tactics and techniques to create the best possible outcome in a tense and stressful situation.

They are a primary source of assistance and support and are available to member police chiefs who activate them in accordance with written protocol. The units are Motorcycle Unit, Regional Communications, Regional Response Team (RRT), School Threat Assessment and Response System (STARS), Special Weapons and Tactics (SWAT), Incident Management Team (IMT). When a large response is needed for incidents including, but not limited to a lost or missing child or elder, an agitated or violent person, high risk warrants, armed barricaded subjects, or any major incident requiring significantly more personnel or specifically trained personnel than the department has on staff, NEMLEC can be activated.

### **MAYNARD POLICE TOY DRIVE**

The annual Maynard Police Toy Drive was slightly different this year. We partnered with Framingham PD and did "Shop with a Cop" which went extremely well. This was organized by Officer Allison McCann and was assisted by our JDP Emily Black and Lt. Brian Cushing. We couldn't do programs like these without the generosity of the community.

### **TRAINING**

The Maynard Police Department completed over two-thousand hours of training in 2024. Training is a very important component of the Maynard Police Department, and I believe that officers should have the best training available for what society is asking of them. As usual officers completed their annual in-service which includes first responder, CPR., legal updates, defensive tactics, rules of the road, courtroom testimony, officer wellness, and de-escalation.

Officers also completed several specialized training courses including, but not limited to student resource officer training, detective/investigative training, firearms training, crisis management training, mental health training, Active Shooter Hostile Event Training (ASHER), and leadership trainings. We also had several internal training courses along with rescue task force joint training with the Maynard Fire Department. The members of the Maynard Police Department aspire to be one of the most highly trained departments in the commonwealth.

## ACCREDITATION

Maynard is one of less than one hundred departments in Massachusetts that are fully accredited. Accreditation ensures the operational readiness of the Department. It also ensures that the Department's policies and procedures are consistent with the best modern professional policing standards. Through a rigorous independent evaluation of the Department. Accreditation is a very high achievement and provides each member of the department and community with a sense of pride, knowing that their agency has met such high professional standards. Deputy Chief Troiano is our Accreditation Manager and Sgt. Michael Sutherland is the Assistant Accreditation Manager. In 2024 we went through our fourth Assessment and complied with all requirements to receive our Fourth Accreditation award. I want to thank Deputy Chief Troiano and Sgt. Sutherland for all their diligent work in keeping us accredited and within the best police practices in the Commonwealth.

## PERSONNEL CHANGES

- Daniel George resigned in June of 2024.
- Joseph Noonan was hired in July of 2024. He self-sponsored himself and graduated from the Quinsigamond Community College Police Academy in April of 2024.

## DEPARTMENT PERSONNEL FULL-TIME EMPLOYEES

### ADMINISTRATION

#### Chief of Police

Michael A. Noble

#### Deputy Chief

Christopher Troiano

#### Lieutenant

Brian Cushing

#### Administrative Assistant

Lucie DiStefano

### PATROL

#### Patrol Sergeants

Michael Sutherland

Daniel Bodwell

Brian Petersen

Eric Davoll

#### Patrol Officers

Richard Seeley

Jeffrey Houle

Jordan Blackington

Joseph Gennaro

Christopher Wellborn

James Banatoski

Leon Muraguri  
Marcos Oliveira  
Labady Riviere  
Joseph Noonan

### SPECIALIZED & INVESTIGATIVE

Det. Sgt. Trista Manchuso

Det. Emmanuel Avril

### Student Resource- Elder Affairs Officer

Det. Allison McCann

Otis-Comfort Dog

## PART-TIME EMPLOYEES

### Crossing Guards

Donald Malatesta

Sara Lewis

### Civilian Traffic Enforcement

Ralph Aulenback

James Loomer

Joseph MacDonald

### SPECIAL OFFICERS

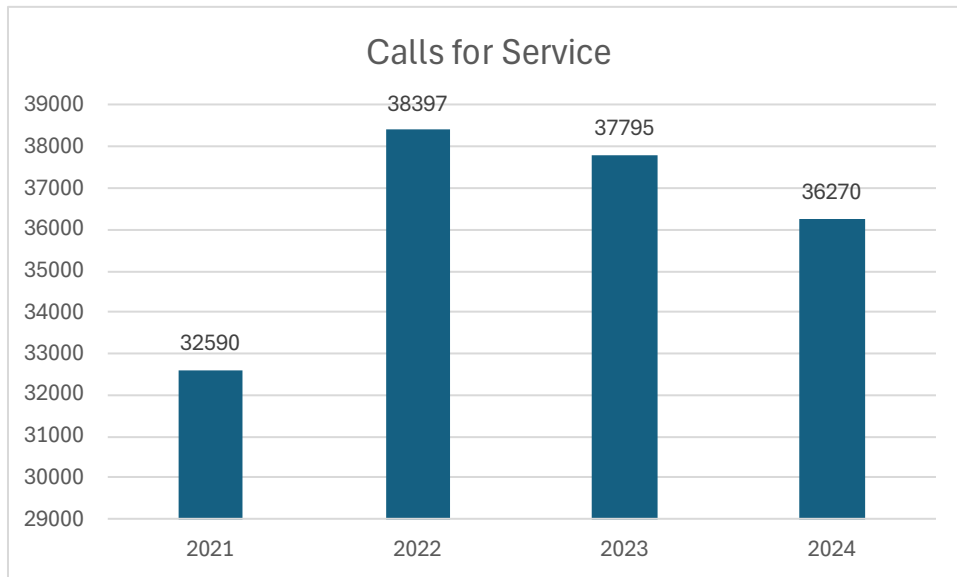
James Dawson  
Stephen Jones  
Karl Nyholm  
Mary McCue

Greg Balzotti  
Shawn Corrigan  
Brandon Moore

**POST (Peace Officer Standards and Training):** All officers are certified by POST with no restrictions or conditions. This past year all officers with last name beginning with Q through Z were re-certified through POST with no concerns.

### STATISTICS & ANALYSIS

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



Department Totals	2021	2022	2023	2024
Incident Reports	1204	1141	1149	1106
Arrests	77	106	75	89
Motor Vehicle Stops	2125	2563	2794	2102
Citations	757	953	1194	961
Warrants	177	184	182	172

<b>Accidents</b>	132	148	150	185
<b>E911 Call Volume</b>	2,266	1,572	2,025	2,488

Case Activity	2021	2022	2023	2024
<b>Total Offenses Committed</b>	755	1009	779	835
<b>Felonies</b>	117	232	170	198
<b>Crime Related Incidents</b>	352	400	351	357
<b>Non Crime Related Incidents</b>	831	733	785	738
<b>Total Arrests</b>	77	74	75	89
<b>Protective Custody</b>	7	8	5	4
<b>Juvenile Arrests</b>	0	0	1	0

Call Reason	Total	Call Reason2	Total 2	Call Reason3	Total 3
<b>911 Call/Abandoned/ Hang up</b>	347	<b>ID Check</b>	0	<b>Undesirable</b>	16
<b>Abandoned MV</b>	3	<b>Identity Theft</b>	16	<b>Vandalism</b>	18
<b>Alarm - Smoke Detector</b>	121	<b>Investigation</b>	84	<b>Serve Warrant</b>	26
<b>Alarm - Business</b>	128	<b>Juvenile Offenses</b>	55	<b>Water Problem</b>	24
<b>Alarm - Residential</b>	29	<b>Larceny of a Motor Vehicle</b>	5	<b>Well Being Check</b>	257
<b>Alarm - Carbon Monoxide</b>	32	<b>Larceny</b>	60	<b>Wire/Tree Down</b>	116
<b>Animal Complaint</b>	341	<b>Locked Out</b>	39		
<b>Area Check</b>	3	<b>Locked In</b>	10		
<b>Assault</b>	16	<b>Medical Emergency</b>	1261		
<b>Assist Citizen</b>	288	<b>Missing Person</b>	7		
<b>Assist Fire Department</b>	1	<b>Mutal Aid Police</b>	11		
<b>Assist Police Department</b>	75	<b>MV Accident W / No Injury</b>	121		
<b>Assist Other Agency</b>	43	<b>MV Accident W / Injury</b>	24		

<b>Attempt to Locate</b>	25	<b>MV Accident Property Damage</b>	35
<b>B&amp;E (Motor Vehicle)</b>	1	<b>MV Complaint</b>	97
<b>B&amp;E (Past)</b>	26	<b>MV Accident Hit &amp; Run</b>	35
<b>Bomb Scare</b>	0	<b>MV Accident Pedestrian</b>	4
<b>Chemical Hazard Spill/Leak</b>	1	<b>Motor Vehicle Stop</b>	2102
<b>By-Law Violation</b>	1	<b>Noise Complaint</b>	94
<b>Building Check</b>	204	<b>Notification</b>	62
<b>Court Paperwork Received</b>	182	<b>Open Door</b>	22
<b>Civil Dispute</b>	24	<b>Serve Paperwork</b>	122
<b>Directed Patrol</b>	1230	<b>Parking Complaint</b>	123
<b>Disturbance</b>	83	<b>Property Release</b>	63
<b>Disabled Motor Vehicle</b>	68	<b>Property Damage</b>	24
<b>Domestic Disturbance</b>	84	<b>Found / Lost Property</b>	139
<b>Illegal Dumping</b>	12	<b>Prisoner Released</b>	35
<b>Electrical / Wiring Problem</b>	11	<b>Prisoner Transport</b>	44
<b>Escort / Transport</b>	78	<b>Private Tow / Repossession</b>	16
<b>Environmental</b>	4	<b>Radar Enforcement</b>	1478
<b>Explosion / Fire Works</b>	9	<b>Serve Restraining Order</b>	73
<b>Family Matter</b>	54	<b>Restraining Order Violation</b>	20
<b>Alarm - Box</b>	67	<b>Medical Emergency (Overdose)</b>	4
<b>Fire, Brush</b>	6	<b>Sudden Death</b>	6
<b>Fire, Vehicle</b>	5	<b>Section 12 / Psych. Emergency</b>	44
<b>Fire, Structure</b>	8	<b>Sex Offenses</b>	7
<b>Fire, Other</b>	17	<b>Shoplifting</b>	8
<b>Field Interview</b>	1	<b>Suicide / Threat</b>	12
<b>Odor of Natural Gas</b>	53	<b>Serve Summons</b>	15
<b>Follow Up Investigation</b>	790	<b>Suspicious Person</b>	32
<b>Fraud</b>	56	<b>Suspicious Vehicle</b>	61
<b>Forgery/Uttering/Counterfeit</b>	2	<b>Threatening to Commit a Crime</b>	13
<b>General Service</b>	230	<b>Traffic Enforcement</b>	1614
<b>Hazmat Incident / Spill</b>	2	<b>Traffic Control</b>	37
<b>Harassing / Harassing Calls</b>	68	<b>Trespassing</b>	22
<b>Hazard</b>	37	<b>Traffic Hazard</b>	127

Crime	2021	2022	2023	2024
<b>Kidnapping/Abduction</b>	1	0	0	0
<b>Forcible Rape</b>	5	4	6	2
<b>Forcible Fondling</b>	1	1	0	0
<b>Aggravated Assault</b>	27	21	23	26
<b>Simple Assault</b>	29	49	34	60
<b>Intimidation</b>	17	26	18	37
<b>Statutory Rape</b>	0	0	0	0
<b>Burglary/B&amp;E</b>	6	10	15	35
<b>Larceny (Shoplifting)</b>	6	4	12	10
<b>Larceny (Building)</b>	3	4	9	28
<b>Larceny (Motor Vehicle)</b>	3	6	6	1
<b>Larceny (Motor Vehicle Parts)</b>	0	6	0	0
<b>Larceny (All Other)</b>	22	35	28	29
<b>Motor Vehicle Theft</b>	5	14	37	6
<b>Counterfeit/Forgery</b>	11	71	8	3
<b>Fraud (False Pretense/Swindle)</b>	22	55	27	19
<b>Fraud (Impersonation)</b>	23	16	16	20
<b>Destruction of Property)</b>	41	76	30	34
<b>Drug/Narcotic Violations</b>	25	18	14	17
<b>Bad Checks</b>	0	0	0	
<b>Disorderly Conduct</b>	15	15	16	23
<b>Driving Under the Influence</b>	9	14	14	13
<b>Drunkenness</b>	7	9	5	3
<b>Liquor Law Violation</b>	15	11	12	10
<b>Trespass</b>	10	8	8	26
<b>All Other Offenses</b>	105	110	89	124

## SUMMARY

This will be my last Annual Report as I will be retiring in March of 2025. It has been an incredible honor to serve this community for over thirty (30) years and to lead the Maynard Police Department for the last five (5). When I first joined the Maynard Police Department, I could not have imagined the remarkable journey that would take me through the ranks. From my early days on patrol to the responsibilities of Chief, each chapter has been marked by dedication, progress, and a steadfast commitment of service to this community.

Throughout my career, I have been fortunate to work alongside some of the most dedicated, honorable, and compassionate members of the Maynard Police Department. The teamwork, resilience, and unwavering dedication displayed by our officers and staff have been both inspiring and motivating. Together, we have faced challenges, celebrated achievements, and strived to make our community a safer place.



I am immensely proud of what we have accomplished together since my appointment as Chief, here are just a few of those accomplishments:

- The dedication to community policing,
- The restructuring of the department command staff,
- Building the most diverse department in history,
- A concentrated commitment to mental health initiatives,
- Continually being recognized for best police practices by the MPAC,
- Navigating the COVID pandemic and its many challenges,
- Enhancements in training and resources,
- Introductions of new and innovative technologies,
- Adapting to police reform and the social justice movement,
- The continued commitment to building strong relationships within our community,
- And, of course, adding Otis to the ranks,

The success we've achieved stands as a reflection of the collective effort and shared vision of both the Maynard Police Department and the leadership of the Town of Maynard. First and foremost, I want to express my deepest gratitude to my wife, Jessica, and our boys, AJ, Conor, and Liam, whose support and inspiration have been a driving force throughout my journey with the Maynard Police Department. I also want to thank every officer and employee within the Department for their unwavering professionalism, commitment, and dedication to the Town of Maynard. The Town is truly fortunate to have such a dedicated team of men and women serving in law enforcement. I am grateful to Town Administrator Gregory Johnson, the Honorable Select Board, and all the Department Heads for their continued collaboration, support, and partnership in striving for excellence in Maynard. Lastly, my sincerest appreciation goes to my administrative assistant, Lucie Distefano, whose contributions are far too numerous to fully acknowledge

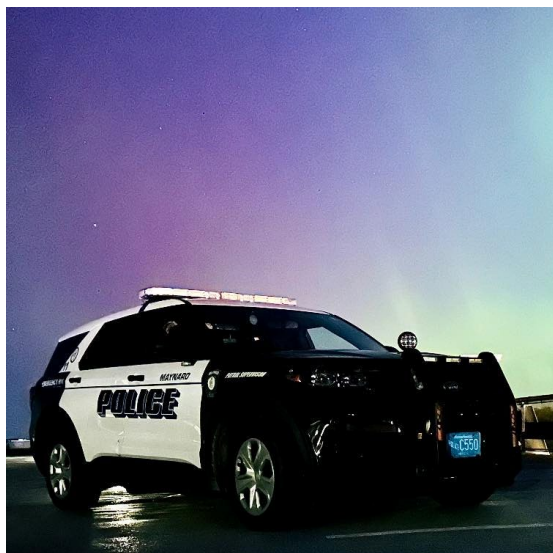
Finally, I want to extend my heartfelt gratitude to the Maynard community for their ongoing support throughout the years. Without it, we would not have been able to achieve our goal of delivering the highest level of police services, which in turn helps preserve the quality of life that makes this community such a wonderful place to live, visit, and work.

Respectfully Submitted,

***Michael A. Noble***  
***Chief of Police***



Chief Noble 30 Year Recognition plaque presented.



Maynard Police Cruiser parked with a view of the Northern Lights



Det. Sgt. Manchuso, Det. McCann, Emily Black, and Otis at the Special Olympics



Otis Graduates K-9 Tracking School

## PUBLIC SAFETY COMMUNICATIONS

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

### Grants

Maynard Public Safety Communications applied for and was awarded two State 911 Department Grants for the coming year. The Support and Incentive Grant **(\$47,439.00)** and the Training Grant **(\$17,179.10)**. The Support and Incentive Grant is used to offset the cost of personnel salaries, specifically for the Communications Supervisor. The Training Grant is applied to the costs of training new Public Safety Dispatchers as well as meeting the required State 911 Department continuing education hours (16 hours) to maintain certification through the State of Massachusetts. This brings the total State 911 Department Grants awarded to Maynard Public Safety Communications to **\$64,618.10**. We were allotted an additional **\$ 15,000** in our Support and Incentive Grant in funding because we utilize Mobile Behavioral Health Crisis Response Services.

### Call Volume

There were **2,488** calls received on the 911 emergency lines into Maynard Public Safety Communications in 2024, which is a **23%** increase from **2,025** in 2023. There were **36,270** calls for service for both Police and Fire that were processed through the Maynard Public Safety Communications Center.

### Personnel

In 2024, Public Safety Dispatchers Alicia Sharaffa and Joseph MacDonald remain on staff. Sarah Barakat resigned from her position after relocating out of state, and Shae Sweeney accepted a Police Officer position in Westborough, we thank them for their contributions. Hannah Connerney and Samantha McGrath accepted Full Time positions and complete their training in early 2025. One position was posted to be filled in early 2025. Daniel Cacciatore and Mikhail Higley are on staff as Per Diem Public Safety Dispatchers. The Maynard Public Safety Communications Dispatchers continued to display the utmost professionalism and commitment to the safety of our community.

### Going Forward

Maynard Public Safety Communications is excited about the future and the opportunities for growth in 2025. We are currently looking to hire a Public Safety Dispatcher to help us reach full staffing capacity. We continue to explore emerging technologies to better serve the Town of Maynard.

Respectfully Submitted,

***Sarah Finnerty***  
***Communications Supervisor***

## ANIMAL CONTROL OFFICER

TOTAL NUMBER CALLS HANDLED	290
Complaint Calls	28
Lost Dog Calls	13
Lost Cat Calls	6
Other Cat-related calls	8
Wildlife Calls	71
Miscellaneous Calls	74
Total Animals Picked Up	9
Specimens to State Lab for Testing	1
Animal Bites (human/other animal)	9
Quarantine Orders Issued/Released	12
Kennels, Barns, Rabies, and Clinic Calls	24
Total Deceased Animals Picked Up	35

Respectfully Submitted,

***Jennifer A. Condon***  
***Animal Control Officer/Inspector***



## FIRE DEPARTMENT



The Maynard Fire Department has had a busy and productive year, focused on growing our team and ensuring that all members are fully prepared to serve the community. We are proud to announce that the following members have graduated from the Massachusetts Fire Academy in 2024. This rigorous ten-week program combines academic coursework with practical, hands-on training, equipping graduates with Pro-Board certification in Firefighter I & II, as well as Operational HazMat. The knowledge and skills gained during this training allow them to bring the latest firefighting techniques back to our community. Congratulations to the following Maynard Firefighters who graduated in 2024: (shown below left to right) FF. Nick Cutone, FF. Tim Landry, FF. Niccole Chiasson, and FF. Eric Frechette. A special congratulations to FF. Frechette for receiving the Banks Award, given to the top recruit in the class.



This year, the Maynard Fire Department is excited to welcome two new members to our team. FF. Keagan Sheridan, who is enrolled Massachusetts Fire Academy graduating in April 2025, and FF. Warren Billings, who graduated from the academy in January 2025. The faces of our team may be changing, the mission remains the same.



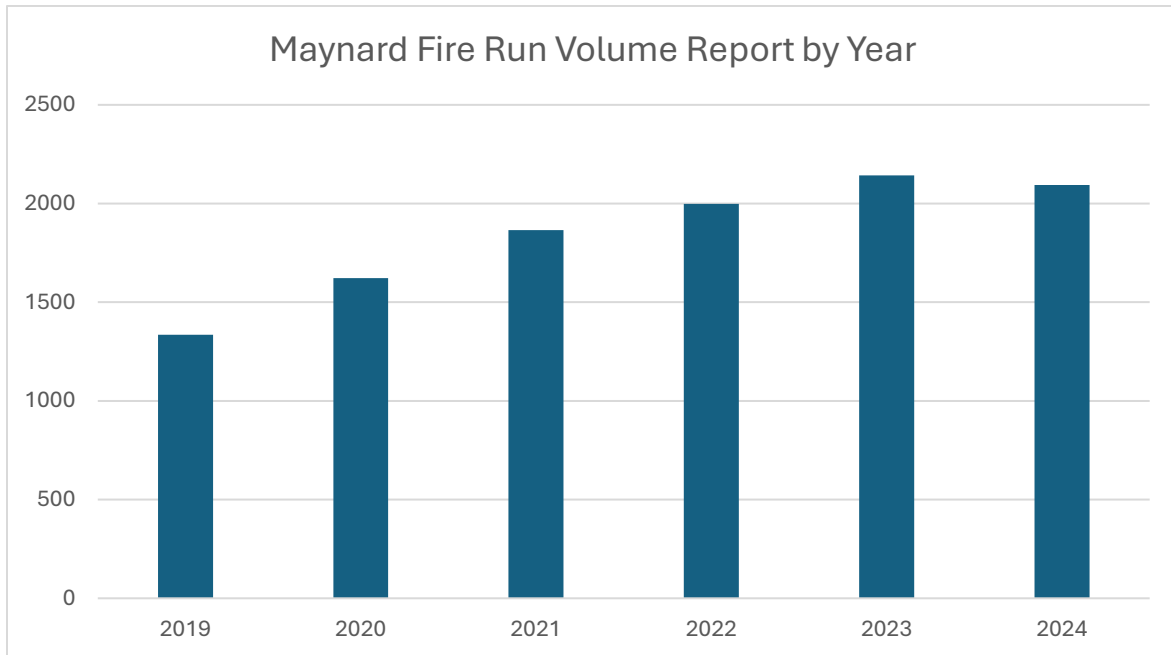
In-house training plays a critical role in ensuring that the Maynard Fire Department remains mission-ready at all times. Consistent training allows our team to stay sharp, improve skills, and respond effectively to emergencies, especially in high-pressure situations. With the opening of our new facility, we are now better equipped to meet our goal of training at least 2 hours a day. This dedicated time for hands-on practice and education enhances our operational capabilities, ensuring that our personnel are always prepared to serve the community with the highest level of professionalism and expertise.





The Maynard Fire Department has experienced a steady increase in run volume from 2019 to 2023, with a slight dip in 2024. Runs grew from 1,336 in 2019 to 2,142 in 2023, reflecting a rising demand for services, particularly medical responses. While there was a slight decrease to 2,094 in 2024, the overall trend highlights increasing pressure on the department's resources.

Year	Run Volume
2019	1336
2020	1623
2021	1866
2022	1999
2023	2142
2024	2094



Group 1 with PRO ALS, has been awarded a CPR Save Citation for their quick and effective response during a life-saving emergency. This recognition highlights their professionalism, skill, and teamwork in performing high-quality CPR, which ultimately contributed to saving a life. The citation serves as a reminder of the critical impact that timely and skilled interventions can have in emergency situations, reinforcing our commitment to saving lives and providing the best possible care to our community.





Maynard Youth Academy spends the day with MFD

### **Awarded the SAFE & Senior SAFE Grant**

The Maynard Fire Department is pleased to announce that we have received grant funding from the Department of Fire Services for the SAFE (Student Awareness of Fire Education) and Senior SAFE public education programs. This highly competitive grant program is designed to support communities in delivering critical public education to students and seniors. The department was awarded \$6,900.00 to support these initiatives.

Captain Michael Parr and Firefighter Jenn Hureau have been instrumental in coordinating a variety of program offerings, which include in-person visits to every classroom from Pre-K through 5th grade, outreach at Maynardfest and the Farmers Market, demonstrations at the Maynard Youth Police Academy and Public Safety Day, and participation in numerous community events such as Downtown Trick or Treat and our new Spring event, the Egg Hunt for Hazards. Additionally, FF Hureau has partnered with the Council on Aging, providing monthly columns in their newsletter, delivering fall prevention programs, and conducting home safety visits for local seniors.

These funds have enabled firefighters to deliver essential safety lessons that have already proven successful. For instance, participants in the program have recently recognized a fire in their home, evacuated to a neighbor's house, and called 9-1-1 for help, potentially preventing a major disaster.

“We are excited to receive this support,” said Captain Parr. “With this grant and the additional funding from the town, we plan to create new programs and expand our community outreach.” Captain Parr was also honored with the 2023 Fire and Life Safety Educator of the Year award in recognition of the program's success. “Every firefighter is empowered to make each interaction count when it comes to safety. We encourage the community to reach out with any fire safety concerns, and we are here to help.”

For more information about public education opportunities or to request a program, please contact Captain Michael Parr at [mparr@townofmaynard.net](mailto:mparr@townofmaynard.net).



### Community Interaction

Building strong, trusting relationships with the residents of Maynard is a cornerstone of the work we do as firefighters, and we greatly value the time spent with the public outside of emergency situations. These interactions allow us to connect with residents of all ages in meaningful ways, helping to break down barriers and create a sense of familiarity. Whether it's through community events, firehouse tours, school visits, or simply chatting with neighbors, these opportunities help foster a bond of trust between the firefighters and the community we serve.

When residents know us by name and feel comfortable approaching us, it makes a significant difference in how they respond to emergencies. For children, seeing firefighters as approachable role models helps remove fear and builds confidence in times of crisis. For adults, especially in high-stress situations, having prior positive interactions with firefighters can make them feel more at ease and trusting when they need help. For seniors and other vulnerable populations, these relationships are equally important in creating a sense of security, knowing that they can rely on familiar faces in times of need.

By taking the time to engage with the community during everyday interactions, we are not just responding to emergencies—we are building relationships that strengthen the resilience and well-being of Maynard as a whole.





## The Fleet

Apparatus	Description
Engine 1	2024 E-One, Class A Pump
Engine 2	2015 E-One, Class A Pump
Ladder 1	2017 E-One, Aerial with 1500 GPM Pump
Ambulance 1	2021 F550 Horton
Ambulance 2	2013 F450 Horton (mechanical reserve)
Car 1	2024 Ford Explorer Command Car
Car 2	2013 Ford Explorer Command Car
Brush 1	2011 F350 with Forestry Pump



*2024 Engine 1*



*2024 Car 1*



*New Engine 1 proudly displaying our famous Clocktower*





### State Mobilization

This past fall, Massachusetts faced unprecedented brush fires, and the Maynard Fire Department was proud to contribute as part of the state mobilization program. Maynard sent a brush truck with two firefighters, along with the Chief, who served as the task force leader, to assist with firefighting efforts in Wilmington and Salem. This collaboration highlights our department's commitment to supporting the state in times of need and ensuring the safety of communities across Massachusetts.



FF. Gross and FF. Chiasson before and after photos after working a brush fire in Salem MA



Members of the Maynard Fire Department after an impressive stop with an animal rescue





FF. Cutone Graduation from the MA Fire Academy with support of TA Johnson and Maynard Fire Department members



FF. Chiasson Graduation from the MA Fire Academy with MFD Members

## Fire District 14 Team Members

### Technical Rescue

FF. Travis Gross is a dedicated member of the Fire District 14 Technical Rescue Team. This year, the team took part in an intense training session at Fenway Park, where they simulated a series of high-stakes rescue scenarios. Among the challenges faced were rescuing an individual trapped in an elevator shaft, a window washer stranded at height, and a person suspended from a light tower, along with several other complex situations. These training exercises were designed to sharpen the team's skills and ensure they are prepared for any technical rescue emergency.



### Fire Investigation Team

Captain Mark Tomyl and FF. Jenn Hureau are invaluable members of the Maynard Fire Department, serving as skilled fire investigators. Their role is to determine the origin and cause of fires, a responsibility that requires extensive training and expertise. Becoming a member of this team involves countless hours of education, including training at the Massachusetts Fire Academy, the National Fire Academy, online courses, and specialized conferences. Captain Tomyl and FF. Hureau are called upon to investigate fires across the 24 towns in our district, ensuring that each case is thoroughly examined to provide crucial insights and support the safety of our community. In 2024 they investigated 14 fires for loss.



### Conclusion

As we reflect on another year of service, I am incredibly proud of the dedication and hard work of our firefighters. Their commitment to excellence is evident in every call they answer, and the top-notch service they provide to our community is a testament to their professionalism and training. I am deeply thankful for each member of our team, whose efforts go above and beyond to ensure the safety and well-being of those we serve. As we move forward, we will continue to strive for excellence, pushing ourselves to be better every day and ensuring that we are always ready to meet the challenges of tomorrow with the same level of pride and dedication.



Respectfully submitted,

**Angela Lawless**  
**Fire Chief**

## EMERGENCY MANAGEMENT AGENCY

The Emergency Management Director (EMD), Fire Chief Angela Lawless, serves as the chairperson of the Local Emergency Planning Committee (LEPC). Our first meeting of the year was held in April, where we were fortunate to engage with several of our emergency management experts and neighbors in the field. One of the highlights of the year was a tour of the FEMA Bunker located on Old Marlboro Road in Maynard. This was an excellent opportunity for our LEPC members to see firsthand how large-scale events are managed and mitigated right in our own backyard. FEMA provided the LEPC with a tour and an insightful presentation on their resources and capabilities, explaining how they could assist our community during an emergency if needed.



### Emergency Operating Center (EOC) Update

This year marked a significant milestone as we completed one full year of operation in Maynard's newly established Emergency Operating Center (EOC). Although we were fortunate not to face any major community-wide incidents requiring full-scale activation, the EOC proved invaluable during several localized events. On multiple occasions, we activated the EOC to serve as a warming and cooling center during extreme weather conditions. Additionally, it functioned as a charging station during power outages, providing vital support for community members who were affected by extended power disruptions.

Throughout the year, the EOC also hosted numerous community meetings, offering a space for people to gather, share information, and collaborate on various initiatives. The EOC's flexibility continues to be a key asset in maintaining community cohesion during emergencies.

We are in the process of making additional improvements to the EOC as new funding opportunities arise. This year, we were awarded funding that allowed us to enhance our operations. This included the installation of large clocks that display time, the outside temperature and allow us to set alarms for key benchmarks. We also secured funding for a second large-screen television, which will be connected to a computer that displays real-time weather broadcasts. The second screen will be

dedicated to providing power outage information from Eversource and MEMA, helping us keep the community informed and prepared.

### Grant Support and Enhancements

In 2024, the Town of Maynard successfully submitted and was awarded a grant from the Massachusetts Emergency Management Agency (MEMA) in the amount of \$3,500. These funds were allocated to support the enhancement of our community's emergency management capabilities. With this grant, we purchased a **Mobility Incident Command Management System**, which is now carried in the Chief's command car. This system significantly improves our ability to manage and coordinate responses during critical incidents by providing real-time situational awareness and streamlined communication.

Additionally, the grant enabled us to outfit the entire department with **new technical rescue gloves**, enhancing the safety and effectiveness of our first responders. These gloves are specifically designed for use in technical rescue operations and will also be used in training exercises on our training mezzanine. The addition of this equipment strengthens both our operational response capabilities and the safety of our team during specialized rescue operations.

### The Whole Community Approach

One of the key principles of effective emergency management is the “whole community” approach, which focuses on collaboration across all sectors of society—individuals, organizations, businesses, and government agencies. This collaborative effort strengthens our resilience, ensuring that all aspects of the community are prepared for a variety of potential emergencies. A significant way the LEPC supports this approach is through its ongoing work during blue-sky days—when emergencies aren't imminent, but preparations are crucial.

By bringing together key stakeholders from the Town Administrator's office, public safety, public works, health departments, and other critical services, the LEPC builds a network of shared resources, knowledge, and capabilities. This collaboration allows us to identify gaps in planning, provide targeted training, and facilitate communication across the community, ensuring that when an emergency does strike, everyone—from first responders to residents—knows their role and how to work together.

On these non-crisis days, the LEPC focuses on proactive planning: evaluating risk, conducting exercises, and organizing community outreach to ensure that every part of the population—from schools to local businesses—has the information and resources they need to be part of the solution when disaster strikes. It is through this consistent, collective effort that we build a community that is not only ready to respond to an emergency but also equipped to bounce back stronger in its aftermath.

### Goals for 2025

Looking ahead, the LEPC has identified several key goals for 2025 to strengthen our community's preparedness:

1. **Revitalization of Maynard's Citizen's Corps/Medical Reserve Corps (MCC/MRC):** We aim to reinvigorate these volunteer groups by merging them into a Community Emergency Response Team (CERT). CERT members assist in various capacities, including helping victims, conducting damage assessments, organizing volunteers during emergencies, and

supporting local emergency responders. This merger will help us tap into the skills and talents of dedicated volunteers who are crucial during a crisis.

2. **EOC Enhancements and Planning Tools:** We are collaborating with the Conservation Commission on an important project—creating a large-scale map of Maynard for incident planning and response. This map will be used for real-time decision-making during emergencies, and we plan to distribute large rollout maps to police and fire apparatuses to assist with incidents such as missing persons, wildfires, HazMat events, floods, and more. These resources will improve the incident command team’s ability to respond efficiently and effectively.
3. **Ongoing Community Training and Collaboration:** We will continue offering training opportunities for community members, first responders, and LEPC members. The EOC will remain a resource for MEMA and FEMA to host training courses, ensuring our community remains well-prepared for any future challenges. We will also encourage LEPC members to actively seek out new opportunities to further develop our whole community approach.
4. **Resource Inventory and Replacement Plan:** A priority for this year is to evaluate and update the resources available within the community. This includes taking stock of our Emergency Management trailers, the Emergency Management cache at Town Hall, shelter supplies, and other critical assets. We will develop a comprehensive inventory and replacement plan to ensure that our resources are up-to-date and ready for use during emergencies.

## Acknowledgments

I would like to extend my deepest gratitude to all members of the LEPC for their continued dedication and support. Their commitment to ensuring the safety and well-being of our community is invaluable.

Special thanks to:

Town Administrator, Greg Johnson  
Stephanie Duggan, Assistant Town Administrator  
Justin DeMarco, Director of Public Works  
Wayne White, Business Manager  
Charles Gobron, Special Projects Coordinator

Michael Noble, Police Chief  
Chris Troiano, Deputy Police Chief  
Kyle Brainard, Facilities  
Ivan Kwagala, Board of Health

Respectfully submitted,

**Angela Lawless**  
***Fire Chief & Emergency Management Director***



9/11 Memorial Event at the Fire Station

# Public Works

## ADMINISTRATIVE DIVISON



### Administrative Staff:

Justin DeMarco .....	Director of Public Works
Marie Morando .....	Public Works Administrative Assistant (Through July 2025)
Michael Hatch .....	Superintendent of Water/Sewer
Julia Flanary .....	Environmental Compliance and Data Manager (Started December 2024)
Deb Mealey .....	Water & Sewer Administrative Assistant
Sheneil Hatch .....	Department Assistant
Wayne Amico (VHB) .....	On-call Engineer

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

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

We can also be reached through the Town’s website  
<https://www.townofmaynard-ma.gov/213/Public-Works-DPW>

### Mission Statement

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

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

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



After many years of service in the Town of Maynard our DPW Administrative Assistant Marie Morando and Water Sewer Operator John DeMars retired. We want to thank John and Marie for everything they have done for the Town. Our department also suffered an immense loss when our coworker and friend Joe Worthington passed away on October 4, 2024. He was an essential part of our team and the Maynard community. His commitment, sense of humor and big heart will never be forgotten.

### **Solid Waste, Recycling & Disposal Programs**

The Department of Public Works manages the solid waste and recycling program for the Town of Maynard. In 2023, The Town of Maynards Selectboard appointed a Solid Waste and Recycling task force consisting of residents and staff to analyze and develop a modernized program that focuses on the allowance for the Town to continue to provide a service that is competitive and fiscally capable of providing services that meet new regulatory standards for our residents with final recommendation presented to the board in 2025.

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

The DPW also operates the seasonal Recycling Drop-Off Center located at 38 Winter Street. Our residents can dispose of hard to remove items such as tires, appliances, etc.

Please see the town's website for updated information.

### **Engineering Projects**

- **Annual Paving Program-** In 2024, Engineering prepared plans, contract documents and advertised for future paving operations that will begin in 2025. The work was awarded to Newport Construction in late 2024. Town following streets will receive paving treatments in the early Spring of 2025:
  - Fletcher Street– Pavement Reclamation
  - Allan Drive – Pavement Reclamation
  - Heights Terrace – Pavement Reclamation
  - Windmill Drive– Pavement Mill & Overlay
  - Country Lane– Pavement Mill & Overlay
  - Elm Court– Pavement Mill & Overlay
  - Field Street– Pavement Mill & Overlay
  - Summer Street (from Durant to Howard Road)– Pavement Mill & Overlay
  - 7 Sheridan Avenue - Pavement Area Repair
  - 16 Driscoll Avenue - Pavement Area Repair
  - Assabet Street (at Town Line) – Asphalt Berm Repair
  - 5-7 Assabet Street – Asphalt Berm Repair
  - 21-23 Assabet Street – Asphalt Berm Repair
  - Chandler Street (Elmwood to Dartmouth East side) – Asphalt Berm Repair
  - 38-40 Old Marlboro Road – Asphalt Berm Repair
  - 40-42 Summer Hill Road – Asphalt Berm Repair
  - 74-76 Summer Hill Road – Asphalt Berm Repair

Engineering will provide contract management and part time construction administration services for these paving efforts in early spring of 2025.

- **Stormwater Utility Feasibility Study**- In May 2024, the Town applied to MassDEP for an EPA 319 grant to fund a stormwater utility feasibility study. The Town had initiated a feasibility study in 2023, defining the Town's current and future stormwater program funding needs, which helped determine how much revenue the Town would ideally raise if a stormwater utility were implemented. If awarded, this EPA 319 grant would allow the Town to continue this study. This would involve determining rate structure, establishing an administrative program, developing a bylaw and regulations, and performing public education to garner the support needed to pass a stormwater utility bylaw. As of January 2025, the MassDEP has still not announced EPA 319 grant awards.
- **MS4 (Municipal Separate Storm Sewer System) Permit Compliance and Stormwater Asset Management** - VHB supported the Town's execution of its Stormwater Management Program and helped the Town meet NPDES MS4 Permit Year 6 and 7 requirements.
  - **Annual Report**: The Year 6 Annual Report was completed and submitted to EPA in September 2024. This report summarized the Town's compliance activities that were completed in Year 6 of the Permit.
  - **Drainage System Asset Management**: The Town's drainage system geodatabase was revised when field activities revealed inaccurate or incomplete mapping or when as-built drawings of new stormwater infrastructure were provided to VHB. Plans, photos, and inspection logs were also attached to database features as necessary.
  - **IDDE Program**: The purpose of the Illicit Discharge Detection and Elimination (IDDE) program is to identify and eliminate non-stormwater inputs to the drainage system. To accomplish this goal and meet MS4 Permit IDDE requirements, VHB completed nine wet weather outfall screenings in November 2024. VHB also moved forward several catchment investigations through field and desktop efforts and can now call 25 catchment investigations completed, with 19 additional catchments completed, pending a clean wet weather outfall screening, and 24 catchment investigations in progress. The MS4 Permit requires that all of the Town's catchments (~140) are investigated by June 2028. Finally, the Town investigated and provided enforcement on event-related illicit discharges such the discharge at the Mill & Main sluiceway.
  - **Highway Garage/Pine Hill Rd. Site SWPPP Inspections**: Quarterly Storm Water Pollution Prevention Plan (SWPPP) inspections were performed at Maynard's labor yards, including the Highway Garage and the Pine Hill Road stockpile site. The goal of these inspections is to ensure activities at Maynard's labor yards do not contribute to stormwater pollution and to comply with the MS4 permit's requirement to inspect labor yards at least four times per year. Reports were issued after each inspection.
  - **Annual BMP Inspections**: Town-owned BMPs (Best Management Practice) were inspected for overall structural integrity, vegetation condition, sediment or debris buildup and other signs of BMP condition. VHB issued two memos summarizing the status and maintenance needs of each BMP—one for the Department of Public Works and one for the Town School Facilities staff.

- Phosphorus Source Identification Report: As part of the Town's Phosphorus Source Identification Report (PSIR) requirements, all Town-owned stormwater treatment structures, also known as Best Management Practices (BMPs), were analyzed to quantify their annual phosphorus load reduction. This involved determining each BMP's type, storage volume, and catchment area, then using established EPA methods to calculate phosphorus reduction based on this data. The Town submitted a PSIR to EPA in June 2023, but this requirement was not due until the following year.
  - Catch Basin Cleaning Streamlining: In July 2024, VHB worked with the Town and the Town's catch basin cleaning contractor to electronically collect catch basin cleaning data so that future catch basin cleaning efforts can be streamlined. The MS4 permit requires that catch basins are cleaned such that no basin's sump is more than 50% full of sediment. By documenting how full each catch basin sump is upon inspection, the Town can learn with catch basins need attention and which can be visited less frequently.
  - Identifying Town Properties for Stormwater Retrofit: Per MS4 Permit Year 6 requirements, the Town updated its inventory of Town-owned properties with opportunities for stormwater retrofit or reduction of impervious cover.
  - Stormwater Training: A stormwater and illicit discharge training session was provided to all Department of Public Works staff and the police dispatcher on February 6, 2024.
  - General Compliance Activities: Many smaller, miscellaneous tasks were performed to ensure the Town complies with the MS4 Permit, such as public education and engagement activities; street sweeping; annual updates to MS4 documents; etc.
- **UST (Underground Storage Tank) Inspections**
    - DPW's consultant, VHB provided environmental engineering services to the Town of Maynard, which included monthly inspections for twelve (12) months from January through December 2024. The Town's UST's contain gasoline and diesel fuel to fuel Town vehicles and equipment. VHB's monthly UST inspections for the Maynard DPW facility are in accordance with Massachusetts Department of Environmental Protection regulations 310 CMR 80.00 Underground Storage Tank (UST) Systems, Federal Regulations, including 40 CFR 280 - Underground Storage Tank Regulations; Fire Prevention Standards, NFPA 30 – Flammable and Combustible Liquids Code; and State and Local regulations. VHB provided the Client with monthly inspection reports and recommendations for repairs or replacements (if necessary) in a standard format.
    - In November and December 2024, DPW in consultation with VHB, contracted the delivery and installation of a temporary replacement above ground petroleum tank, as the underground petroleum tank pump dispenser line malfunctioned and was determined to be unrepairable without excavation of portions of the UST. This above ground tank will go into service in February 2025.
  - **Pavement Management Program -** Engineering and DPW coordinated with our consultant, BETA Corporation, to update and refine a new Pavement Conditions Survey for all the roadways in Maynard in late 2023. In early 2024, as part of this re-survey, a new Pavement Management Plan was prepared to guide the Town over the next years in the prioritization of roadway paving and reconstruction efforts based on prioritizing the town streets with the most need based on their conditions and pavement ratings.

- **Sidewalk Management Program** - Engineering and DPW entered into an agreement with our consultant, BETA Corporation, to initiate a townwide sidewalk inventory program. This inventory will be conducted in early 2025, and as part of this survey, a new Sidewalk Management Plan will be prepared to guide the Town over the next years in the prioritization of sidewalk repairs, replacement and upgrades based on their existing conditions and ratings.
- **Florida Road-MassDOT Bridge Reconstruction Project** – Engineering and DPW coordinated with MassDOT for the completion of the punch list for the construction of the Florida Road Bridge Project by MassDOT’s Contractor, Tully Construction. This project was officially completed by MassDOT and Accepted by the Town in 2024.
- **Townwide Pavement Striping Contract** – Engineering and DPW coordinated the advertising, bid procurement and construction of the Town wide roadway restriping program.
- **MASSDOT Municipal Paving Program** – Engineering and DPW coordinated with MassDOT for the repaving of a section of Parker Street, a state numbered route, as part of MassDOT’s new Municipal Paving Program. As part of this program, various Towns are selected based on the conditions of Town owned sections of roadways which are marked as state numbered routes. This paving contract in 2024, was a generous gift from the Commonwealth to the Town of Maynard.
- **Route 27 at Concord Steet Traffic Signal Design Contract** – Engineering and DPW coordinated the construction of a new Intersection Improvement Project at the intersection of Route 27 and Concord Steet, including a new traffic signal system and related paving, sidewalk and signage upgrades. The project will be fully completed and the traffic signal operational, in the spring of 2025. As Part of this project, DPW coordinated with the Select Board and expanded the existing park area at this intersection that abuts the Assabet River Rail Trail.
- **Townwide Hazard Mitigation Plan Update** - Engineering and DPW coordinated with a consultant to complete the Towns’ updated Hazard Mitigation Plan that outlines and documents the Towns vulnerabilities to natural and other disasters. By updating this Plan, the Town will be poised for future State and Federal Hazard Mitigation or Vulnerability grants.
- **Support for Powder Mill Pump Station** - Engineering and DPW coordinated the preparation of Permanent Easement plans for a future Sewer Force Main crossing of the Assabet River from the Powder Mill Road Pump Station to the Town Wastewater Treatment Plant on Pine Hill Road. The taking of these required Permanent Sewer Easements was approved at Fall Town Meeting and executed by the Select Board for the parcels recording at the Registry to Deeds.
- **Unaccepted Roads Plan Preparation** - As part of DPW’s initiative to have some of the many unaccepted roadways in Town, accepted by the Town during various Town Meetings, engineering prepared plans and provided coordination with Legal Counsel

to prepare the necessary document for acceptance of these unaccepted roadways. During 2024, the private roadways of Fletcher Street, Allan Drive and Heights Terrace were accepted by Town Meeting, the Select Board and MassDOT as Public Ways

- **MassDOT Bridge Inspection Coordination** – Engineering coordinated with MassDOT for the States yearly townwide bridge inspections and reporting requirements.
- **Eversource Gas Coordination** - Engineering and DPW coordinated with Eversource Gas for their yearly gas replacement program as well as their yearly townwide repaving program for streets where gas replacements have occurred.
- **DPW Permit Application Review** - Engineering coordinated with applicants as necessary to review townwide street opening permit applications and curb cut applications as necessary.
- **115 Main Street Part Construction Observation** – Engineering provided inspection and coordination directly with the private developer of the proposed project, as their work affects the Town of Maynard Public Right of Way.

## CEMETERY AND PARKS DIVISON

### Cemetery and Parks Staff:

Marc Currier.....	Cemetery & Parks Foreman
James Ferguson.....	Heavy Equipment Operator
James Tyler.....	Laborer
Dylan Sullivan.....	Laborer

DPW Cemetery & Parks Division is responsible for the maintenance of the Glenwood Cemetery, Memorial Park, Coolidge Park, Crowe Park, and School athletic facilities. Cemetery & Parks also assist the Conservation Division in maintaining Reo Rd Playground and Carbone Park. The Cemetery & Parks Division is responsible for the maintenance of municipal building grounds including the Town Hall and Police Station, Library, and the Boys and Girls Club.

### Glenwood Cemetery

Glenwood Cemetery is comprised of approximately 25 acres of land. During 2024 the cemetery had 51 full burials and cremations. The administrative office and the cemetery foreman work closely with funeral directors and residents to plan funeral arrangements and carry out interment and committal services. During the opening of the newest section of the cemetery we sold all the new cremation lots.

The Cemetery and Parks Division has the responsibility for the maintenance and management of the Glenwood Cemetery. The grass is mowed and trimmed as needed around headstones and trees on a weekly schedule. All Town-owned plantings and shrubs at the cemetery are trimmed every spring. It is the lot owner's responsibility to maintain shrubs and plantings on their lots. The Cemetery & Parks Division will continue to remove shrubs that become unsightly or overgrown. The Town also directs the placement of monuments and flat markers to ensure conformance with Cemetery By-laws.

The Cemetery & Parks Division installs G.I. Markers for our Veterans; the Veterans Administration supplies the G.I. Markers.

### Maintenance of Public Parks and Athletic Fields

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

## HIGHWAY DIVISION

### Highway Staff:

Joe Foster.....	Highway Foreman
Matti Tuomi.....	Special Equipment Operator
Tom Palola.....	Lead Mechanic
Richard Genetti.....	Skilled Laborer
Shawn Dickerson.....	Skilled Laborer
Joseph Parker.....	Secondary Mechanic

The Highway Division maintains over 83 lane miles of roads, 30 miles of sidewalks, all municipal parking lots and the Town's storm drainage infrastructure. This division is also responsible for the fleet maintenance of all Town owned motor vehicles and mechanical equipment. The Highway Division maintains the cutting of roadside brush, seasonally maintaining the rail trail, filling potholes, cleaning culverts, using infrared for problem areas, rebuilding drainage structures, paving water trenches, installing berms, grading gravel roads, painting crosswalks and stencils, numerous downtown cleanups before and after events downtown, installed new benches, historical signs, maintaining/installing Hometown Hero Banners and assisting other DPW divisions as needed.

### Snow and Ice Control

The Highway Division provides winter snow and ice maintenance throughout the Town. All streets and sidewalks located adjacent to main roadways are plowed and salted as needed during winter storm events. Snow is removed as needed from the Central Business District along with intersections and outlying areas to allow for proper traffic movement, pedestrian use, and public safety. The Town roadways are treated with road salt mixed with magnesium chloride. During winter storm response, the Town utilizes over 35 pieces of equipment on the roadway. This effort is made up of DPW employees from all divisions as well as contracted employees and equipment. During this past snow season, we had approximately 24 inches of snow and used well over 1900 tons of treated salt. The DPW would like to thank all Town residents and business owners for their patience during the snow season.

### Fleet Vehicle & Equipment – Maintenance & Repair

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

### Storm Drains

The Storm Water Management Act requires the inspection of all outfalls for pollutants. We have mapped the outfall locations along the Assabet River and the collection points throughout Town.

Approximately 450 catch basins and selected drain lines were mechanically cleaned in 2024. We removed 300 cubic feet of debris. The Highway Division runs a twice a year street sweeping program and during this program approximately 250 yards of debris were removed town wide.

The Highway Division requests that Maynard Residents keep the catch basins located adjacent to their property clear of leaves and debris. This prevents localized flooding during heavy rain events. The highway division thanks the residents for their assistance with this effort.

### Christmas Tree Drop Off

Christmas Tree disposal services were held at our recycle center at the Public Works garage two Saturdays during the month of January 2024 for a small fee of \$5.00 to help with the expenses associated with the service.

## WATER AND SEWER DIVISIONS

### *Water and Sewer Staff:*

Michael Hatch	Superintendent
Tim Mullally	Water and Sewer Foreman
John DeMars	Water/Sewer Operator (Through February 2024)
Nathan Dee	Water/Sewer Operator (Through September 2024)
Joe Worthington	Water Leader Operator (Through October 2024)
Matt McDonald	Water/Sewer Operator
Ryan Bernard	Water/Sewer Secondary Operator
Jaden Meyer	Water/Sewer Operator
John Rumsey	Water/Sewer Secondary Operator
Julia Flanary	Water/Sewer Environmental Compliance & Data Manager (Started December 2024)

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

The Maynard Water & Sewer Division completed construction of Well 8 (Previously known as 4A) well field and it was put online in Summer 2024. Improvements to the Green Meadow Treatment Plant will be complete in 2025 and include upgrading the backwash water lagoons with a new water recovery system. This system allows us to recycle water that would otherwise be lost in the treatment process.

### **Water Works, Treatment and Sampling**

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

### **Water Distribution**

The Town has approximately 70 miles of water mains ranging from 2 inches to 16 inches in diameter. Many of these water mains are more than 90 years old. The Water & Sewer Division actively maintains the water infrastructure including mains and valves, and hydrants through monitoring, repairs and replacements. In 2024, The Water & Sewer Division repaired two main water leaks. Through the annual leak detection survey 3 service leaks were detected and repaired.

### **Hydrant Maintenance and Replacement**

The Water & Sewer Division flushed fire hydrants regularly in 2024 as part of the PWS distribution flushing program. The division also repaired three hydrants, replaced two hydrants and three gates. Fire hydrants are periodically tested by the Fire Department. The Town asks residents for their cooperation in keeping any hydrants adjacent to their property clear of snow for public safety.

### **Meter Readings**

All residential and commercial radio-read water meters are read quarterly, we presently have over 4,400 water services connected to the distribution system. Water & Sewer bills are sent out on a quarterly basis as well. The administrative office has continued to improve the water reading system.

### **Sewer Collection System**

Over 95% of the residents in Maynard are serviced by the sewer collection system. Water & Sewer Division maintains over 40 miles of sewer pipelines, 1200 sewer manholes and operates ten sewer pump stations.

The Water & Sewer Division performs regular preventive maintenance on the sewer system including line jetting, CCTV inspections, manhole inspection and lift station equipment inspections. In 2024, eleven manhole frame and covers were replaced, and nine sewer manholes were rehabilitated.

The Water & Sewer Division currently has a Sewer System Inflow & Infiltration program which assists with assessing the condition of the sewer collection system, identifying issues and developing corrective actions. This program will be ongoing and is mandated to meet our NPDES permit for the WWTP. In 2024, the Inflow & Infiltration issues in the Assabet Street area were eliminated.

The Water & Sewer Division would like to remind residents to be considerate of what is put into the waste system. Non-biodegradable items such as paper towels, wipes, rags, etc. should not be disposed of into the sewer system. These items are major contributors to clogs in the sewer collection



system costing customers thousands of dollars in repairs annually, which reflects on future sewer user rate.

### **Wastewater Treatment Plant**

Veolia Water North America currently operates and maintains the Maynard WWTF under the direct supervisor of the Department of Public Works.

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

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

In 2024, the Facility performed several large maintenance projects such as: plating the interior of the co-mag tank; repairing the magnetic drum; replacing the bearings on RBC #1; replacing Flygt Pump #1 and the drive on Flygt Pump #2; pulling new electrical Wires for RBC #1 through 8 and the 3 chlorine analyzers; and upgrading our polymer distribution system.

During the last twelve months the facility processed over 314 million gallons of sewage and sent 282 dry tons of sludge to the Greater Lawrence Sanitary District. Maynard is required by its NPDES permit to test its effluent 7 days a week, in order to monitor for the presence of any government regulated contaminants in the effluent. In 2024, out of approximately 2400 permit required samples, Maynard WWTP had only one NPDES issue. Our 3rd Quarter Toxicity testing for Acute Ceriodaphnia Dubia failed several times. This testing involves the reproduction capacity of water fleas, and small fish. Although the short-term reproduction of the fish looked normal and the long-term reproduction for both species looked normal, the facility discharge seemed to affect the water fleas on an (acute) immediate short-term basis. It was determined that there was NO danger to the public and/or wildlife, but the DEP and EPA assisted Veolia Water and The Town of Maynard in an investigation for cause. We believe that there was some issue with a foreign substance being discharged into the sewer system and coming into the Wastewater Plant, thus temporarily affecting the facility's biological processes. Currently our 4th Quarter Toxicity results are normal and show the water fleas are reproducing at 100% again.

Please make sure to keep toxic substances out of your toilets and drain systems. Also, if you see anyone dumping foreign substances into the sewer system, please report it to the Town of Maynard. Let's all work together to make sure our Assabet River ecology continues to thrive.

## **FACILITIES DIVISION**

Kyle Brainard is the Assistant Facilities Director under the direct supervision of Justin DeMarco, the Director of Public Works, and Facilities.

The Facilities Division is responsible for maintaining Town buildings including the Town Hall & Police Station, Library, Fire Station, Maynard Golf Clubhouse which houses Maynard's Council on Aging, and three water treatment plants and the wastewater treatment plant.

### **Routine Maintenance**

- The Facilities Division coordinates yearly with licensed vendors to test fire alarms systems at 8 Town owned facilities, which includes emergency lights at all Town owned facilities. Any deficiencies that were found were addressed and scheduled for repair.
- Conducts routine Inspections of generators at the Town Hall, Police Station and Fire Station and maintains a scheduled service contract to ensure routine maintenance.
- Continue the facilities department's yearly IPM Pest Management Plan program for town-maintained facilities, such as the Police station, Town Hall and water treatment facilities.
- Managed state inspections of all boilers and pressure vessels in collaboration with our insurance company and Ma state inspector.
- Managed Elevator inspections at Town Hall, Library, FMS & MHS. In collaboration with our elevator company and MA inspector.
- Scheduled & completed furnace preventative maintenance on all 3-water treatment facilities including routine upkeep and conducted identified repairs.

During 2024, the Town of Maynard retained ownership of the 61-63 Summer Street property from the Art Space & Acme Theater Company. The town was forced to conduct a make safe of the facility, which included changing all exterior door locks with the facility. Procure a plumber to properly drain all water lines including boilers and hot water tanks and coordinate with the Water department to shut water off to the entire property at the street gate valve. All other utilities providers were contacted, including Eversource gas company, to turn off gas at the meter.

### **Additional Projects**

- Maynard's facility team also conducted the same facility shut down at the 1 Summer Street property (former Fire Station) including assisting the office of municipal services with tours for potential buyers for both the 61-63 Summer Street property and 1 Summer Street property.
- Coordinated and assisted the town Clerks office with the setting up and break down of both special and annual town meeting including town voting. Both events are held at the Fowler Middle School.
- In collaboration with the Water and Sewer department setup booth at Maynard fest was held in downtown Maynard in October.
- Installed and worked with the Maynard Historical Society historic plaques at the Old Horse water trough on Sudbury Street.

- Performed and managed HVAC repairs for the Maynard Town Hall, Police Station, and Public Library
- Worked with Commonwealth Technologies to secure grant funds and installation of the town's first new Level three fast charging EV station for the Summer Street Municipal parking lot. Due to the nature of the level three charging station varying from our current level two stations, we have developed a new pricing policy for the fast charger unit to meet the communities' goals.
- Procured new wooden fencing / guard rail that was installed along the Acton / Concord Street section of the Maynard Rail Trail, and various fence repairs throughout the town properties.
- Developed a plan and executed a staff move of nine offices within the town hall facility minimizing service production for our customers and employees. Our plan involved working with the Town administrator's office and procurement of a professional moving company to complete the move over a long weekend. Assisted our in-house I.T vendor with disconnects and reconnects for all staff technology before and after the move. Conducted thorough cleaning for each office during the move. Offices that moved included: TA, ATA, TA Executive Assistant, Assessor office, Accounting office, Retirement office, and Health Insurance agent.

The Department of Public Works would like to thank the Select Board, Town Administration, and Town Departments, who have assisted the Department over the past year providing the highest quality service to our residents. We appreciate all residents' concerns, understanding and patience during this year.

Respectfully submitted,

***Justin DeMarco***  
***Director of Public Works***



Glenwood Cemetery Bench

## MAYNARD GOLF COURSE

**Manager's Report** – To the honorable Select Board, Town Administrator and the golfing community of Maynard, this report is submitted for the year ending 2024.

**Golf** – We had a better golf weather year in 2024 than the previous year which allowed us to continue slight upward growth in revenues. The game of golf is still popular post Covid, and we have not yet seen a slow down in the sports popularity.

**Greens Fees and Cart Fees** – Greens fees and cart revenues exceeded the previous year with great golf weather June through September, and we had very few weekend rainouts.

**Season Passes** – Golf Season Pass revenues trended down in 2024 but overall are about flat when viewed over the past four year averages.

**Leagues** – Our League groups were unchanged compared to the previous year and the rounds were even.

**Lessons** – Group and Junior lessons continued to see minor growth as new players accept golf and past players continue to get back into the game.

**MHS Golf** – Maynard High School's golf team practiced and played matches at MGC, and they qualified for Districts.

**Functions/Bar** – Bar and Food Revenue was flat compared to the previous year. Function and Catering revenue fell far short of normal in the past years due to water damage issues in the function room and bathrooms that is causing clients not to rent the hall.

**Capital Projects** – Roof replacement needs to be completed before we can begin cosmetic repairs to the function hall and bathrooms that will help us to book more functions.

**Summary** – We had a smooth operational year at Maynard Golf Course and golf course conditions remained particularly good all season long and we closed the golf course in great shape.

Respectfully Submitted,

***Brad Durrin, PGA/GM Maynard Golf Course and Kevin Osgood, Sterling Golf Management, Inc.  
Maynard Golf Course***



# Finance

## TOWN ACCOUNTANT'S REPORT - FINANCIALS

Town of Maynard Combined Balance Sheet Year Ended June 30, 2024		X	X	X		X	X	X	X	X	
	General	Special Revenue	Comm Preservation	Capital Projects	Trust & Agency	Water Enterprise Fund	Water Enterprise Capital	Sewer Enterprise Fund	Sewer Enterprise Capital	Long Term Debt	Combined Total
<b>Assets:</b>											-
<b>Cash and Equivalents:</b>											-
Cash - Expendable	4,985,291.48	6,070,771.81	983,696.67	19,332,319.19	8,339,492.31	1,754,700.19	1,166,966.04	974,201.94	19,901.35		43,627,340.98
<b>Petty Cash</b>	250.00										250.00
<b>Receivables:</b>											
Personal Property Tax	48,107.10										48,107.10
Real Estate Tax	450,143.63										450,143.63
Allowance for Abatements	(1,223,123.21)										(1,223,123.21)
Tax Liens Receivable	854,764.49		3,085.48			6,179.27		8,643.99			872,673.23
Tax Foreclosures											-
Deferred Taxes Receivable	42,788.12										42,788.12
Motor Vehicles Excise	240,918.85										240,918.85
User Charges						159,581.85		200,697.52			360,279.37
Other Receivables		67,683.43	2,855.81			3,105.82					73,645.06
Utility Liens Added to Taxes						11,333.81		15,642.27			26,976.08
Amounts to be Provided - Bonds - GENERAL										41,184,400.74	41,184,400.74
Amounts to be Provided - Bonds - WATER										7,721,000.00	7,721,000.00
Amounts to be Provided - Bonds - SEWER										5,498,544.97	5,498,544.97
Amounts to be Provided - Bonds - CPA										355,000.00	355,000.00
											-
<b>TOTAL ASSETS</b>	<b>5,399,140.46</b>	<b>6,138,455.24</b>	<b>989,637.96</b>	<b>19,332,319.19</b>	<b>8,339,492.31</b>	<b>1,934,900.94</b>	<b>1,166,966.04</b>	<b>1,199,185.72</b>	<b>19,901.35</b>	<b>54,758,945.71</b>	<b>99,278,944.92</b>
<b>Liabilities and Fund Equity:</b>											
<b>Liabilities:</b>											
Warrants Payable	-	-									-
Accrued Payroll Payable	1,521,432.53										1,521,432.53
Other Liabilities	322,461.37										322,461.37
BAN Payable											-
Deferred Revenue - PP & RE	(724,872.48)										(724,872.48)
Deferred Revenue - Deferral RE TX Chap 41A	42,788.12										42,788.12
Deferred Revenue - Tax Liens	850,574.66										850,574.66
Deferred Revenue - Foreclosures	4,189.83										4,189.83
Deferred Revenue - MV Excise	240,918.85										240,918.85
Deferred Revenue - Ambulance Receipts		67,683.43									67,683.43
Deferred Revenue - Water User Charges						162,687.67		200,697.52			363,385.19
Deferred Revenue - Water Liens						6,179.27		8,643.99			14,823.26
Deferred Revenue - Sewer User Charges											-
Deferred Revenue - Sewer Liens											-
Deferred Revenue - Comm Preservation			5,941.29								5,941.29
Deferred Revenue - Performance Bonds					258,968.18						258,968.18
Deferred Revenue - Guaranteed Deposits					3,875.00						3,875.00
Deferred Revenue - Util Liens Added to Taxes						11,333.81		15,642.27			26,976.08
Long Term Debt Liability - Bonds - GENERAL										41,184,400.74	41,184,400.74
Long Term Debt Liability - Bonds - WATER										7,721,000.00	7,721,000.00
Long Term Debt Liability - Bonds - SEWER										5,498,544.97	5,498,544.97
Long Term Debt Liability - Bonds - CPA										355,000.00	355,000.00
											-
<b>TOTAL LIABILITIES</b>	<b>2,257,492.88</b>	<b>67,683.43</b>	<b>5,941.29</b>	<b>-</b>	<b>262,843.18</b>	<b>180,200.75</b>	<b>-</b>	<b>224,983.78</b>	<b>-</b>	<b>54,758,945.71</b>	<b>57,758,091.02</b>
<b>Fund Equity:</b>											
F/B Reserved for Encumbrances	112,592.98					6,363.25		6,045.00			125,001.23
F/B Reserved for Expenditures			292,060.69			500,000.00		200,000.00			992,060.69
F/B Reserved for Bond Premiums	103,949.62										103,949.62
F/B Designated	33,796.08		645,495.36								679,291.44
F/B Undesignated	2,891,308.90	6,070,771.81	46,140.62	19,332,319.19	8,076,649.13	1,248,336.94	1,166,966.04	768,156.94	19,901.35		39,620,550.92
											-
<b>TOTAL FUND EQUITY</b>	<b>3,141,647.58</b>	<b>6,070,771.81</b>	<b>983,696.67</b>	<b>19,332,319.19</b>	<b>8,076,649.13</b>	<b>1,754,700.19</b>	<b>1,166,966.04</b>	<b>974,201.94</b>	<b>19,901.35</b>	<b>-</b>	<b>41,520,853.90</b>
											-
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>5,399,140.46</b>	<b>6,138,455.24</b>	<b>989,637.96</b>	<b>19,332,319.19</b>	<b>8,339,492.31</b>	<b>1,934,900.94</b>	<b>1,166,966.04</b>	<b>1,199,185.72</b>	<b>19,901.35</b>	<b>54,758,945.71</b>	<b>99,278,944.92</b>

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Federal Grants - Year Ended June 30, 2024								
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FUND BAL FWD	FY2024 REVENUE	FY2024 SALARY	FY2024 EXPENSES	AJES & TRANSFERS	6/30/2024 FUND BAL
1002.0000.359000	Sped Early Childhood	SCH	-					-
1002.0000.359000.2024	Sped Early Childhood - 2024	SCH		8,164.00	(8,164.00)			-
1003.0000.359000.0000	Sped 94-142	SCH						-
1003.0000.359000.2023	Sped 94-142 - 2023	SCH	1,604.33			(1,604.33)		-
1003.0000.359000.2024	Sped 94-142 - 2024	SCH		379,267.00		(379,267.00)		-
1005.0000.359000	Title I Grant	SCH	-					-
1005.0000.359000.2023	Title I Grant - 2023	SCH	150.32	122,722.00	(100,272.18)	(7,267.60)		15,332.54
1005.0000.359000.2024	Title I Grant - 2024	SCH	-	125,914.47	(128,000.00)	(9,312.67)		(11,398.20)
1007.0000.359000	Teacher Quality Grant	SCH	890.00			(890.00)		-
1007.0000.359000.2024	Teacher Quality Grant - 2024	SCH	-	25,087.00	(24,470.51)	(616.49)		0.00
1009.0000.359000	CPC Grant - Inclusive Preschool	SCH	0.04					0.04
1012.0000.359000	Community Development	BOS	18,090.60					18,090.60
1018.0000.359000	Police 911 Training Grant	POL	5,154.73	5,097.00		(3,857.00)		6,394.73
1020.0000.359000	Assistance to Firefighters Grant	FIRE	4,678.84					4,678.84
1024.0000.359000	COPS Grant	POL	12,930.01					12,930.01
1037.0000.359000	COVID 19 Fema Fund	FIRE	(38,176.51)				38,176.51	-
1038.0000.359000	Cares Act Cvrif	Fire	-					-
1039.0000.359000	ESSER Grant	SCH	-					-
1040.0000.359000	Cvrif School Reopening Grant	SCH	-					-
1041.0000.359000	RLTE Fed Grant	SCH	-					-
1042.0000.359000	IDEA PartB 274	SCH	-					-
1042.0000.359000.2024	IDEA PartB 274 - 2024	SCH	-	4,642.00	(8,542.00)			(3,900.00)
1043.0000.359000	ARPA	SCH	2,202,552.24			(2,088,613.43)		113,938.81
1045.0000.359000	ESSER II	SCH	-					-
1046.0000.359000	ARP IDEA Early Childhood	SCH	0.31					0.31
1048.0000.359000	ARP HOMELESS Children	SCH	327.00	2,279.00		(2,061.14)		544.86
1049.0000.359000	ESSER III	SCH	51,686.10	434,061.00	(298,627.41)	(238,874.40)		(51,754.71)
1051.0000.359000	Accelerating Literacy Grant	SCH	-					-
1052.0000.359000	Title III	SCH	2,123.02	7,303.00	(8,280.00)	(1,062.83)		83.19
1052.0000.359000.2024	Title III - 2024	SCH	-	9,719.05	(10,687.45)			(968.40)
1053.0000.359000	Emergency Management Perf Grant	FIRE	-	3,500.00		(600.31)		2,899.69
	TOTALS		2,262,011.03	1,127,755.52	(587,043.55)	(2,734,027.20)	38,176.51	106,872.31

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
State Grants - Year Ended June 30, 2024							
			FUND BAL	FY2024	FY2024	FY2024	
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	6/30/2024
						AJES & TRANSFERS	FUND BAL
1016.0000.359000	State-Circuit Breaker Grant	SCH	1,072,052.26	1,352,732.00	-	(1,072,052.26)	1,352,732.00
1017.0000.359000	Police - Bullet Proof Vests	POL	915.00		-	-	915.00
2007.0000.359000	Fire S.A.F.E. Grant	FIRE	5,582.73		(7,663.24)	(105.90)	(2,186.41)
2008.0000.359000	COA Elderly Grant	COA	17,994.61	37,394.00		(39,146.05)	16,242.56
2011.0000.359000	Cultural Council Grant	CULT	5,195.70	8,306.01		(13,350.00)	151.71
2012.0000.359000	Title IV Part A Grant	SCH	-				-
2012.0000.359000.2024	Title IV Part A Grant - 2024	SCH	-	11,925.00		(11,925.00)	-
2014.0000.359000	Fire Safety Equipment	FIRE	23.85				23.85
2015.0000.359000	State Aid to Library	LIB	4,278.76	27,570.51		(31,835.21)	14.06
2017.0000.359000	State 911 Support and Incentive Grant	POL	-	27,506.80	(13,054.50)	(14,452.30)	-
2019.0000.359000	Big Yellow School Bus	SCH	250.00				250.00
2102.0000.359000	Green Community Grant	SEL	-	2.00			2.00
2107.0000.359000	Complete Streets Grant	PLAN	492.00				492.00
2108.0000.359000	Honeybee Meadow	OMS	219.71				219.71
2112.0000.359000	RADAR - Ed. Grant	SCH	0.08				0.08
2114.0000.359000	Puerto Rico Reimbursement	SCH	14.91				14.91
2115.0000.359000	Maynard Cultural Dist Grant	CULT	19,486.98	15,000.00		(15,270.80)	19,216.18
2131.0000.359000	Green Communities Consulting	FAC	-				-
2133.0000.359000	Shared Streets	DPW	-				-
2134.0000.359000	Housing Prod Plan	OMS	5,500.00				5,500.00
2135.0000.359000	Maynard Commuter Services	COA	85,421.15		(14,971.00)	(4,022.69)	66,427.46
2137.0000.359000	Recycling Dividends Program	DPW	16,639.42			(8,384.00)	8,255.42
2142.0000.359000	Digital Literacy	SCH	-				-
2143.0000.359000	REDO Grant	DPW	2,427.04				2,427.04
2144.0000.359000	Housing Choice Community Grant	DPW	(56,936.75)	56,936.75			-
2146.0000.359000	Discover Maynard	CULT	-				-
2147.0000.359000	Art Space Surplus Earmark	BOS	-				-
2148.0000.359000	MAC Mini Grant	SCH	76.43				76.43
2149.0000.359000	Auto Ext Defibrillator	FIRE	2,500.00				2,500.00
2150.0000.359000	Winter Recovery Assistance Program (WRAP)	DPW	124,108.44			(100,839.30)	23,269.14
2151.0000.359000	Intersection Improvements	DPW	497,271.50			(112,471.63)	384,799.87
2152.0000.359000	Waste Water Infrastructure Improvements	DPW	(38,940.85)	176,332.33		(137,391.48)	-
2153.0000.359000	Investigating History Pilot	SCH	-				-
2154.0000.359000	Powdermill Rd Corr Study	PLAN	35,000.00			(19,964.73)	15,035.27
2155.0000.359000	School Water Improvement Grant	SCH	-				-
2157.0000.359000	MYCAP Grant	SCH	535.67			(535.67)	-
2157.0000.359000.2024	MYCAP Grant - 2024	SCH	-	7,504.00	(6,700.00)	(7,504.00)	(6,700.00)
2158.0000.359000	Firefighter Equipment Grant	FIRE	(6,066.99)	19,000.00			12,933.01
2158.0000.359000.2024	Firefighter Equipment Grant - 2024	FIRE	-			(22,465.48)	(22,465.48)
2159.0000.359000	Skills Capital Grant	SCH	(194,272.70)	194,272.70			-
2160.0000.359000	HQIM Implementation Grant	SCH	5,720.00	29,500.00	(3,920.00)	(31,300.00)	-
2160.0000.359000.2024	HQIM Implementation Grant - 2024	SCH	-	13,740.00	(17,136.00)	(23,000.00)	(26,396.00)
2161.0000.359000	School Nutrition Equip Grant	SCH	-				-
2162.0000.359000	Hazard Mitigation Plan Grant	DPW	(7,045.00)			(6,455.00)	(13,500.00)
2163.0000.359000	M.S. Career Connect Learning Grant	SCH	(17,656.64)	24,400.00		(6,743.36)	-
2163.0000.359000.2024	M.S. Career Connect Learning Grant - 2024	SCH	-	11,960.04	(9,648.00)	(30,695.23)	(28,383.19)
2164.0000.359000	Perkins Reserve Grant	SCH	622.29			(622.29)	0.00
2164.0000.359000.2024	Perkins Reserve Grant - 2024	SCH	-	8,065.27		(8,065.27)	-
2165.0000.359000	Gap III Energy Grant	DPW	-			(89,000.00)	(89,000.00)
2166.0000.359000	Lead Service Line Inventory & Replacement Grant	DPW	-	174,541.00		(180,037.03)	(5,496.03)
2167.0000.359000	Comm and Marketing Plan Grant	OMS	-	50,000.00			50,000.00
2168.0000.359000	MVP 2.0 Grant	TA	-	45,000.00		(17,605.00)	27,395.00
2170.0000.359000	Chronic Absenteeism Grant	SCH	-	10,000.00	(4,975.00)		5,025.00
2171.0000.359000	Math Acceleration Academies Grant	SCH	-	80,000.00	(59,400.00)	(17,039.03)	3,560.97
	TOTALS		1,581,409.60	2,381,688.41	(137,467.74)	(2,022,278.71)	-
							1,803,351.56

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Revolving Funds - Year Ended June 30, 2024								
			FUND BAL	FY2024	FY2024	FY2024	AJES &	6/30/2024
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL
3000.0000.359000	Revolving - School Lunch	SCH	280,242.84	862,820.95		(905,907.73)		237,156.06
3002.0000.359000	Revolving - Disposal 53E 1/2	MUN	7,653.44	12,679.28	(5,289.09)	(12,222.07)		2,821.56
3003.0000.359000	Revolving - Planning Board 53E 1/2	MUN	5,705.61	1,270.04		(5,634.26)		1,341.39
3005.0000.359000	Revolving - School Preschool	SCH	334,754.04	295,265.00		(46,847.46)		583,171.58
3006.0000.359000	Revolving - Athletic	SCH	21,574.32	29,289.71		(29,993.23)		20,870.80
3007.0000.359000	Revolving - Food Service Permits 53 1/2	MUN	15,410.42	14,865.00	(3,205.00)			27,070.42
3010.0000.359000	Revolving - COA Van Service 53E 1/2	COA	64,396.46	72,647.25	(50,292.74)	(19,055.34)		67,695.63
3012.0000.359000	Revolving - Alternative Student Program	SCH	63,095.69	67,969.69		(67,253.76)		63,811.62
3013.0000.359000	Revolving - School Facilities Rental	SCH	95,197.04	73,256.14	(447.81)	(20,212.73)		147,792.64
3014.0000.359000	Revolving - Wetlands Protection Act 53F	CONS	27,625.20	1,145.00				28,770.20
3019.0000.359000	Revolving - Electrical Inspector 53E 1/2	MUN	73,629.32	57,713.00	(11,619.50)	(27,182.50)		92,540.32
3020.0000.359000	Revolving - Plumbing & Gas 53E 1/2	MUN	27,838.93	41,562.50	(36,486.50)	(1,046.00)		31,868.93
3022.0000.359000	Revolving - BOH Flu Clinic 53E 1/2	MUN	2,447.16					2,447.16
3027.0000.359000	Revolving - School Choice	SCH	620,465.93	155,649.00	(3,808.50)			772,306.43
3030.0000.359000	Revolving - Wetlands Bylaw Fee 53E 1/2	CONS	3,925.11	2,400.00				6,325.11
3032.0000.359000	Revolving - Weights & Measures - 53E 1/2	MUN	1,940.00	4,580.00		(5,057.00)		1,463.00
3035.0000.359000	Revolving - 129 Parker Street 53G	SEL	1,555.96	0.71				1,556.67
3041.0000.359000	Revolving - Municipal Permitting 53E 1/2	MUN	51,861.75	15,920.00		(15,770.00)		52,011.75
								-
3042.0000.359000.0118	Revolving - Keene Ave 53G	MUN	213.75					213.75
3042.0000.359000.0119	Revolving - Waltham 53G	MUN	-					-
3042.0000.359000.0124	Revolving - 129 Acton Street	MUN	-					-
3042.0000.359000.0126	Revolving - Phase 1 Mill & Main	MUN	1.00					1.00
3042.0000.359000.0127	Revolving - Mill & Main	MUN	-					-
3042.0000.359000.0129	Revolving - 129 Parker	MUN	555.54	12,529.05		(10,205.36)		2,879.23
3042.0000.359000.0130	Revolving - 109 Powder Mill Road	MUN	360.00					360.00
3042.0000.359000.0133	Revolving - 213 Main Street	MUN	647.50					647.50
3042.0000.359000.0139	Revolving - 173 Main Street	MUN	154.32					154.32
3042.0000.359000.0140	Revolving - 170 Main Street	MUN	217.97					217.97
3042.0000.359000.0141	Revolving - 42 Summer Street	MUN	-					-
3042.0000.359000.0142	Revolving - 115 Main Street	MUN	354.30	1,183.00		(4,659.00)		(3,121.70)
3042.0000.359000.0143	Revolving - 31 Main Street	MUN	32.45					32.45
3042.0000.359000.0144	Revolving - 142 Main Street	MUN	-					-
3042.0000.359000.0145	Revolving - 115 Main Street	MUN	-	6,009.20				6,009.20
3042.0000.359000.0146	Revolving - 17-21 Summer Street	MUN	5,000.00					5,000.00
3042.0000.359000.0147	Revolving - 17-21 Summer Street	MUN	2,500.00					2,500.00
3042.0000.359000.0148	Revolving - 24 Main Street	MUN	515.62					515.62
3042.0000.359000.0149	Revolving - 21 Main Street	MUN	-					-
3042.0000.359000.0150	Revolving - Mass Wellspring	MUN	995.00					995.00
3042.0000.359000.0151	Revolving - 86A Powdermill Rd Consulting	MUN	(26.14)					(26.14)
3042.0000.359000.0152	Revolving - 86A Powdermill Rd Design	MUN	2,500.00					2,500.00
3042.0000.359000.0153	Revolving - 12 Bancroft Eng	MUN	3,340.00					3,340.00
3042.0000.359000.0154	Revolving - 2-6 Powder Mill Eng	MUN	-	25,980.00		(25,980.00)		-
3042.0000.359000.0155	Revolving - Wisteria Ln Conservation	MUN	(2,848.08)	2,712.74				(135.34)
3042.0000.359000.0156	Revolving - 2-6 Powdermill Design	MUN	-					-
3042.0000.359000.0157	Revolving - Wisteria Rd Ln	MUN	3,287.26					3,287.26
3042.0000.359000.0158	Revolving - 129 Parker St	MUN	5,999.50			(5,999.50)		-
3042.0000.359000.0159	Revolving - 115 Main St Construction	MUN	-					-
3042.0000.359000.0160	Revolving - Assabet Co-Op Mar	MUN	(2,809.50)					(2,809.50)
3042.0000.359000.0161	Revolving - Ethelyn Circle	MUN	-					-
3042.0000.359000.0163	Revolving - 58 Old Marlboro Rd	DPW	-					-
3042.0000.359000.0164	Revolving - 25 Nason St	MUN	573.12					573.12
3042.0000.359000.0165	Revolving - 2 Powdermill Rd	MUN	(6,147.88)			(1,325.00)		(7,472.88)
3042.0000.359000.0166	Revolving - 115 Main St Sewer	DPW	-	1,980.00		(1,980.00)		-
3042.0000.359000.0167	Revolving - 24 Michael Rd	DPW	-					-
3042.0000.359000.0168	Revolving - 6 Lewis St	DPW	(1,540.00)	1,540.00				-
3042.0000.359000.0169	Revolving - 256 Great Rd	DPW	(1,320.00)	1,320.00				-
3042.0000.359000.0170	Revolving - 27 Park St	DPW	-	2,000.00		(1,732.50)		267.50
3042.0000.359000.0171	Revolving - 21 Maynard LLC	DPW	-	5,000.00				5,000.00
								-
								-
3045.0000.359000	Revolving - Planning Board	MUN	988.70	225.00				1,213.70
3047.0000.359000	Revolving - Tax Title Collection (C60/15B)	TREA	2,762.76	10,358.86		(5,798.00)		7,323.62
3049.0000.359000	Revolving - Student Fee Revolving	SCH	22,281.62	87,450.31	(16,626.00)	(94,804.99)		(1,699.06)
3050.0000.359000	Revolving - Foreign Exchange	SCH	247,693.05	44,568.00	(4,295.00)	(6,881.06)		281,084.99
3051.0000.359000	Revolving - Spanish Immersion	SCH	532.75					532.75
3052.0000.359000	Revolving - School Transportation	SCH	67,203.59	18,152.64	(5,000.00)	(34,930.00)		45,426.23
3055.0000.359000	Revolving - Recreation 53E 1/2	REC	12,946.50	12,755.00		(7,800.00)		17,901.50
3062.0000.359000	Revolving - Lost Book Revolving	SCH	1,367.00	132.00				1,499.00
3067.0000.359000	Revolving - EV Charging Stations	DPW	225.20	10,451.95		(5,484.54)		5,192.61
								-
								-
	TOTALS		2,067,876.12	1,953,381.02	(137,070.14)	(1,363,762.03)	-	2,520,424.97



Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Special Revenue Funds - Year Ended June 30, 2024								

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Receipts Reserved for Appropriation - Year Ended June 30, 2024							
			<b>FUND BAL</b>	<b>FY2024</b>	<b>FY2024</b>	<b>AJES &amp;</b>	
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>DEPT</b>	<b>FWD</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>	<b>TRANSFERS</b>	<b>FUND BAL</b>
3017.0000.359000	Ambulance Receipts Reserved	FIRE	361,495.42	446,234.00		(339,999.00)	467,730.42
3021.0000.359000	Sale of Cemetery Lots	DPW	119,932.60	5,070.00		(121,662.00)	3,340.60
3025.0000.359000	Comcast Cable Peg Access	SEL	129,857.70	106,418.39		(103,891.17)	132,384.92
3026.0000.359000	Verizon Peg Access	SEL	123,550.88	124,071.89		(103,891.17)	143,731.60
			-				-
3028.0000.359000	Sale of Real Estate	SEL	50,000.00	23,643.00			73,643.00
3057.0000.359000	Enterprise Water Prem - 20 YR	WAT	2,200.00				2,200.00
3059.0000.359000	Enterprise Sewer Prem - 20 YR	SEW	6,297.22				6,297.22
3061.0000.359000	GF Prem - 5YR GMES ROOF	GF	4,586.67				4,586.67
3066.0000.359000	TNC Receipts Reserved	SEL	2,492.80	1,773.00			4,265.80
	<b>TOTALS</b>		<b>969,900.08</b>	<b>707,210.28</b>	<b>-</b>	<b>(669,443.34)</b>	<b>838,180.23</b>

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Community Preservation Fund - Year Ended June 30, 2024							
			<b>ATM 5/20/2024</b>				
		<b>FUND BAL</b>	<b>VOTE</b>	<b>FY2024</b>	<b>FY2024</b>	<b>AJES &amp;</b>	<b>6/30/2024</b>
<b>ACCOUNT NUMBER</b>	<b>ACCOUNT NAME</b>	<b>FWD</b>	<b>TRANSFERS</b>	<b>REVENUE</b>	<b>EXPENSES</b>	<b>TRANSFERS</b>	<b>FUND BAL</b>
3100.0000.324000	F/B Res for Expenditure	409,883.21	312,000.00	75,000.00	(179,822.52)	(325,000.00)	292,060.69
3110.0000.332000	FB Res - Budgeted Reserve	(16,453.89)	(12,000.00)			403,400.00	374,946.11
3100.0000.332100	FB Res - Open Space	6,115.78	(50,000.00)			85,000.00	41,115.78
3100.0000.332200	FB Res - Historical	154,199.26	(50,000.00)			85,000.00	189,199.26
3100.0000.332300	FB Res - Comm/Afford Housing	(34,765.79)	(10,000.00)			85,000.00	40,234.21
3100.0000.359000	Undesignated F/B CPA	456,460.09	(190,000.00)	493,176.79	(130,096.26)	(583,400.00)	46,140.62
	<b>TOTALS</b>	<b>1,132,428.14</b>	<b>-</b>	<b>568,176.79</b>	<b>(309,918.78)</b>	<b>(250,000.00)</b>	<b>983,696.67</b>

Town of Maynard - Account Detail
Statement of Revenues, Expenditures and Changes in Fund Balance
Trust Funds - Year Ended June 30, 2024
FY2024
FUND BAL FWD FY2024 REVENUE INTEREST UNREALIZED GAIN/LOSS EXPENDITURES AJES & TRANSFERS 6/30/2024 FUND BAL
ACCOUNT NUMBER ACCOUNT NAME DEPT
Expendable
8200.0000.359000 LEACHATE ANALYSIS/LANDFILL SEL 141.09 4.19 3.70 148.98
8202.0000.359000 ROSE MCGOWAN FUND SEL 26.11 12.09 38.20
8203.0000.359000 MAYNARD SOLDIERS FUND SEL 588.90 23.96 612.86
8204.0000.359000 POST WAR REHAB FUND SEL 2,944.49 206.69 3,151.18
8205.0000.359000 RAFFERTY FUND SCH 121.30 56.49 177.79
8206.0000.359000 KATHERINE KINSLEY FUND SCH 172.37 233.19 405.56
8207.0000.359000 ANNE MARIE MORTON FUND SCH 58.15 74.01 132.16
8208.0000.359000 E SAWETZ FUND SCH 132.17 61.84 194.01
8209.0000.359000 THOMAS & ATHINA GRAMO SCH 201.67 317.04 518.71
8210.0000.359000 GEORGE & ANN LEMIRE FUND SCH 113.96 53.19 167.15
8211.0000.359000 ANNE GIBBONS FUND LIB 2,599.06 1,649.47 (1,571.26) 2,677.27
8212.0000.359000 GUYER FOWLER FUND SCH 6,436.12 10,432.85 (14,400.00) 2,468.97
8219.0000.359000 FRASER & FRANCES FORGIE SCH 10,609.34 17,370.95 (25,350.00) 2,630.29
8220.0000.359000 GEORGE SHAW MEMORIAL SCH 308.91 17.50 326.41
8222.0000.359000 BRENDA BOWKER FLAHERTY SCH 7,527.82 268.15 (500.00) 7,295.97
8223.0000.359000 MILTON & ANNE DUCLOS FUND SCH 4,747.23 7,683.48 (10,700.00) 1,730.71
8226.0000.359000 MICHAEL FLOOD FUND LIB 1,775.83 69.50 61.16 (1,232.79) 673.70
8227.0000.359000 MAYNARD HIGH SCHOOL SCH 20,925.07 23,093.93 60.36 471.19 (10,000.00) (446.30) 34,104.25
8228.0000.359000 ARTHUR ST GERMAIN SCHOLARSHIP SCH 282,768.87 10,196.66 8,971.47 (20,000.00) 281,937.00
8230.0000.359000 KATHERINE LALLU SCHOLARSHIP SCH 36,159.22 850.00 1,001.81 881.44 (1,000.00) 37,892.47
8231.0000.359000 FOREIGN TRAVEL SCHOLARSHIP SCH 118,042.18 3,511.53 3,089.59 124,643.30
8233.0000.359000 MATHEW D COX SCHOLARSHIP SCH 60.84 49.38 43.48 (153.70)
Non-Expendable
8100.0000.359000 NON EXP CEM PERPETUAL CARE DPW 271,649.55 4,910.00 60,831.00 337,390.55
8102.0000.359000 NON EXP ROSE MCGOWAN SEL 380.84 10.65 391.49
8103.0000.359000 NON EXP MAYNARD SOLDIERS SEL 218.42 21.09 239.51
8104.0000.359000 NON EXP POST WAR REHAB SEL 4,002.88 181.85 4,184.73
8105.0000.359000 NON EXP RAFFERTY FUND SCH 1,777.92 49.71 1,827.63
8106.0000.359000 NON EXP KATHERINE KINSLEY SCH 7,341.22 205.16 7,546.38
8107.0000.359000 NON EXP ANNE MARIE MORTON SCH 2,329.83 65.13 2,394.96
8108.0000.359000 NON EXP E. SAWUTZ FUND SCH 1,946.41 54.38 2,000.79
8109.0000.359000 NON EXP THOMAS & ATHINA SCH 9,980.34 278.94 10,259.28
8110.0000.359000 NON EXP GEORGE & ANN LEMIRE SCH 1,674.09 46.79 1,720.88
8111.0000.359000 NON EXP ANNE GIBBONS FUND LIB 50,379.17 1,451.26 51,830.43
8112.0000.359000 NON EXP GUYER FOWLER SCH 328,446.15 9,179.24 337,625.39
8119.0000.359000 NON EXP FRASER & FRANCES FORGIE SCH 546,877.89 15,283.66 562,161.55
8120.0000.359000 NON EXP GEORGE SHAW SEL 279.82 15.42 295.24
8122.0000.359000 NON EXP BRENDA BOWKER FLAHERTY SEL (13.42) 235.95 222.53
8123.0000.359000 NON EXP MILTON & ANNE DUCLOS SCH 241,889.21 6,760.24 248,649.45
8128.0000.359000 NON EXP ARTHUR ST GERMAIN MEM SCH - - -
8129.0000.359000 NON EXP HALFWAY CAFÉ SEL - - -
8130.0000.359000 NON EXP KATHERINE LALLU SCH - - -
8131.0000.359000 NON EXP FOREIGN TRAVEL SCH SCH - - -
8199.0000.359000 NON EXP CONSERVATION FUND MUN - - -
Other
8000.0000.359000 CEMETERY PERPETUAL CARE DPW 80,208.14 12,088.47 10,635.93 (32,885.70) 60,831.00 130,877.84
8001.0000.359000 STABILIZATION FUND SEL 1,843,864.55 12,934.68 90,615.12 554,997.00 2,502,411.35
8002.0000.359000 CONSERVATION FUND - NON CPC FUNDS CONS 87,005.30 2,344.69 2,062.94 (30,896.67) 64,068.41
8003.0000.359000 WATER ENT STABILIZATION DPW - - -
8004.0000.359000 SEWER ENT STABILIZATION DPW - - -
8005.0000.359000 COMMUNITY ENHANCE STABIL SEL 36.81 36.81
8006.0000.359000 AFFORDABLE HOUSING TRUST SEL 657,627.79 6,923.10 (30,000.00) 125,000.00 759,550.89
8007.0000.359000 OPEB TRUST T/C 1,651,724.53 85,291.10 104,366.49 25,000.00 1,866,382.12
8008.0000.359000 CAPITAL STABILIZATION FUND SEL 408,016.98 12,163.72 10,845.62 (139,120.00) 291,906.32
8009.0000.359000 CONSERVATION FUND - CPA CONS 303,228.55 1,152.17 50,000.00 354,380.72
8010.0000.359000 MARIJUANA STABILIZATION SEL 1,168.26 1,168.26
TOTALS
6,998,501.93 32,406.08 186,252.26 265,887.60 (178,690.12) 737,092.70 8,041,450.45
FUND BALANCE
Trust Funds 6,998,501.93 8,041,450.45
Agency Funds 313,372.08 298,041.86
7,311,874.01 8,339,492.31
CASH
Trust Funds 6,998,501.93 8,041,450.45
Agency Funds 52,698.97 35,198.68
7,051,200.90 8,076,649.13
LIABILITIES
Performance Bonds 256,798.11 258,968.18
MUN PLANNING Guar Deposits - -
DPW GUARANTEED DEPOSITS 3,875.00 3,875.00
260,673.11 262,843.18
7,311,874.01 8,339,492.31

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Agency Funds - Year Ended June 30, 2024								
		FUND BAL	FY2024	FY2024	AJES &	6/30/2024	Receipts thru	Remaining Deficit
Fund Number	Fund Name	FWD	REVENUE	EXPENDITURES	TRANSFERS	FUND BAL	9/30/2024	6/30/2024
8801	Firearms	637.50	8,800.00	(7,962.50)		1,475.00		0.00
8802	Police Details	(60,958.79)	352,214.45	(397,709.03)	(295.40)	(106,748.77)	93,003.67	(13,745.10)
8803	Contributory Retirement	(34,675.07)	65,806.52	(67,704.36)		(36,572.91)	36,572.92	0.00
8805	Agency Collector Fees	3,684.70	39,992.58	(34,978.82)		8,698.46		0.00
8807	MHS Student Activity	118,822.23	114,698.21	(115,400.00)		118,120.44		0.00
8808	FMS Student Activity	33,721.32	63,631.30	(40,073.39)		57,279.23		0.00
8810	Fire Dept Details	(11,824.85)	6,616.79	(5,136.64)		(10,344.70)	307.96	(10,036.74)
8811	Drug Forfeiture	3,291.93				3,291.93		0.00
	Liabilities							
8812- 0111	Guar. Deposit - Assabet Tree	3,375.00				3,375.00		0.00
8812- 0112	Guar. Deposit - Sam's Catch Basin	500.00				500.00		0.00
8809-258102	Verizon - Tower	32,580.80	32.64			32,613.44		0.00
8809-258103	Omni Point - Tower	12,074.43	12.10			12,086.53		0.00
8809-258110	Hayes - Carbone Circle	2,556.33	2.56			2,558.89		0.00
8809-258111	Hayes - Deer Hedge	1,316.91	1.32			1,318.23		0.00
8809-258112	Hayes - Kristen Lane	4,666.99	4.65			4,671.64		0.00
8809-258113	Hayes - lantern Lane	4,321.85	4.36			4,326.21		0.00
8809-258114	Hayes - Reeves Road	2,556.33	2.56			2,558.89		0.00
8809-258115	Hayes - Vose Pond/Carriage Ln	18,480.59	18.51			18,499.10		0.00
8809-258116	Nextel Comm - Tower	42,498.25	1,955.39			44,453.64		0.00
8809-258118	Sprint Spectrum Tower	43,717.31	43.79			43,761.10		0.00
8809-258119	Sprint PCS	41,460.14	41.53			41,501.67		0.00
8809-258121	Hayes - 85410018197	1,728.92	1.73			1,730.65		0.00
8809-258122	Hayes - 85410018205	1,932.29	1.93			1,934.22		0.00
8809-258123	Hayes - 85410017967	3,336.31	3.35			3,339.66		0.00
8809-258124	Hayes - 85410018585	3,117.60	3.12			3,120.72		0.00
8809-258125	Hayes - 85410018189	1,440.99	1.45			1,442.44		0.00
8809-258132	9A Euclid Avenue	23,468.60	23.51			23,492.11		0.00
8809-258133	143 Main Street	15,543.47	15.57			15,559.04		0.00
Total Agency Balance		313,372.08	653,929.92	(668,964.74)	(295.40)	298,041.86	129,884.55	(23,781.84)

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
General Fund Capital Projects - Year Ended June 30, 2024									
									6/30/2024
				ORIGINAL	FUND BAL	FY2024	FY2024	FY2024	FY2024
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	AMOUNT	FWD	REVENUE	EXPENSES	Transfers	FUND BAL
5000.0000.359000	Chapter 90 Highway Project		DPW		0.10	134,344.00	(16,151.80)		118,192.30
5074.0000.359000	Green Meadow Carpet Replacement	Art 9 ATM - 5/16/11	SCH	100,000.00	602.20		(423.10)		179.10
5084.0000.359000	Demolition of Old Fowler Gym	Art 14 ATM - 5/21/12	SCH	225,000.00	7,243.73				7,243.73
5087.0000.359000	Extrication Tool	Art 21 ATM - 5/21/12	FIRE	32,000.00	49.91				49.91
5096.0000.359000	High School Moving Expenses	Art 57 STM - 5/20/13	SCH	12,000.00	-				-
5098.0000.359000	TA/DPW Street light LED Upgrades	Art 51 STM - 5/18/15	DPW	60,000.00	-				-
5109.0000.359000	Fowler Tech/Infrastructure	Art 59 STM - 1/11/16	SCH	150,000.00	-				-
5118.0000.359000	Fire Dept Aerial Ladder	Art 51 STM - 1/9/17	FIRE	266,567.00	-				-
5120.0000.359000	Fire Station OPM Services	Art 59 STM - 5/15/17	FIRE	125,000.00	1,572.56				1,572.56
5121.0000.359000	Fire Station Vehicle Storage	Art 510 STM - 5/17/17	FIRE	100,000.00	24,590.80				24,590.80
5122.0000.359000	Community Master Plan	Art 51 STM - 5/17/17	SEL	124,000.00	-				-
5126.0000.359000	Fire Station - Construction Design	Art 17 ATM - 5/21/18	FIRE	832,000.00	1,857.46				1,857.46
5129.0000.359000	Fowler Field Improvements	Art 21 ATM - 5/21/18	SCH	80,000.00	576.19				576.19
5130.0000.359000	Fowler School HVAC	Art 21 ATM - 5/21/18	SCH	60,000.00	-				-
5131.0000.359000	Fire Dept - Power Stretcher	Art 21 ATM - 5/21/18	FIRE	20,000.00	-				-
5132.0000.359000	Municipal Roof Repair & Maint	Art 3 ATM - 5/20/19	FAC	100,000.00	-				-
5133.0000.359000	Fire Dept PS Radio Commun Upgrade	Art 3 ATM - 5/20/19	FIRE	200,000.00	1,713.60		(1,713.60)		-
5135.0000.359000	Capital Improvements	Art 2 ATM - 6/13/20	DPW	24,845.74	-				-
5136.0000.359000	Fire Dept Ambulance	Art 8 ATM - 6/13/20	FIRE	79,413.00	-			101,872.57	101,872.57
5137.0000.359000	Florida Street Repairs	Art 17 ATM - 6/13/20	DPW	280,000.00	69,545.07		(35,979.59)		33,565.48
5138.0000.359000	School Bathroom Facilities Renovation	Art 1 ATM - 6/13/20	FAC	60,000.00	648.71				648.71
5139.0000.359000	GMES Roof Repairs	Art 1 ATM - 6/13/20	FAC	350,000.00	-				-
5140.0000.359000	GMES Roof Repairs	Art 14 ATM - 6/13/20	FAC	230,000.00	-				-
5141.0000.359000	Police Cruiser	Art 16 STM - 10/3/20	POL	45,000.00	-				-
5142.0000.359000	School WiFi	Art 16 STM - 10/3/20	SCH	72,000.00	-				-
5143.0000.359000	GMES Feasability Study	Art 18 STM - 10/3/20	SCH	1,000,000.00	618,832.63	36,149.00	(24,216.60)	(504,997.00)	125,768.03
5144.0000.359000	Fire Station	Art 17 STM - 10/3/20	FIRE	14,000,000.00	1,078,091.74		(648,841.00)		429,250.74
5145.0000.359000	Public Works Truck	Art 8 ATM - 5/15/21	DPW	40,000.00	-				-
5146.0000.359000	Police Cruiser	Art 8 ATM - 5/15/21	POL	45,000.00	-				-
5147.0000.359000	School District WiFi	Art 8 ATM - 5/15/21	SCH	72,000.00	0.37				0.37
5148.0000.359000	School Bathrooms	Art 8 ATM - 5/15/21	SCH	40,000.00	-				-
5149.0000.359000	Golf Course Capital Improvements	Art 4 STM - 10/16/21	DPW	137,316.00	225,487.50		(12,091.50)	55,390.64	268,786.64
5150.0000.359000	Ambulance Lease Payment	Art 15 ATM - 5/15/21	FIRE	79,413.00	27,696.28				27,696.28
5151.0000.359000	Police Cruiser	Art 8 ATM - 6/11/22	POL	55,000.00	6,390.65		(4,420.35)		1,970.30
5152.0000.359000	Fire Hose Replacement	Art 8 ATM - 6/11/22	FIRE	40,000.00	7,541.36				7,541.36
5153.0000.359000	Town Website Upgrade	Art 8 ATM - 6/11/22	TA	35,000.00	19,213.76		(16,104.34)		3,109.42
5154.0000.359000	1 Summer Street Reuse	Art 8 ATM - 6/11/22	TA	300,000.00	295,217.10		(79,854.98)		215,362.12
5155.0000.359000	Personnel Contract Settlements	Art 8 ATM - 6/11/22	TA	50,000.00	50,000.00				50,000.00
5156.0000.359000	Alumni Field Bleachers Design/Engineering	Art 8 ATM - 6/11/22	TA	174,903.00	149,003.00		(122,854.11)		26,148.89
5157.0000.359000	Computer Servers/Workstation Replacement	Art 8 ATM - 6/11/22	TA	39,000.00	36,896.24				36,896.24
5158.0000.359000	Roads/Sidewalks Repairs	Art 8 ATM - 6/11/22	DPW	114,375.00	9,962.72				9,962.72
5159.0000.359000	Rail Trail Parking Lot Lighting	Art 8 ATM - 6/11/22	DPW	5,000.00	5,000.00				5,000.00
5160.0000.359000	Dispatch Communications Upgrade	Art 8 ATM - 6/11/22	POL	160,000.00	160,000.00		(151,631.67)		8,368.33
5161.0000.359000	School District Roof Repairs	Art 8 ATM - 6/11/22	SCH	40,000.00	250.00				250.00
5162.0000.359000	School District HVAC Repairs	Art 8 ATM - 6/11/22	SCH	50,000.00	-				-
5163.0000.359000	School District Doorways Repairs	Art 8 ATM - 6/11/22	SCH	20,000.00	427.79				427.79
5165.0000.359000	Fire Truck Lease Payment	Art 8 ATM - 5/15/23	FIRE	118,000.00	236,000.00		(239,572.17)	121,572.17	118,000.00
5168.0000.359000	Ambulance Lease Payment	Art 8 ATM - 5/15/23	FIRE	76,555.26	76,555.26		(76,555.26)	76,555.26	76,555.26
5169.0000.359000	Personal Property Software	Art 4 ATM - 5/15/23	ASS	25,000.00	25,000.00		(25,000.00)		-
5170.0000.359000	Alumni Bleachers Planning/Design	Art 4 ATM - 5/15/23	TA	50,000.00	50,000.00				50,000.00
5171.0000.359000	Public Safety Active Shooter Training	Art 4 ATM - 5/15/23	POL	20,000.00	20,000.00		(1,062.50)		18,937.50
5172.0000.359000	Election Poll Pads	Art 4 ATM - 5/15/23	TC	12,000.00	12,000.00		(11,994.00)		6.00
5173.0000.359000	Police Cruiser	Art 4 ATM - 5/15/23	POL	55,000.00	55,000.00		(55,000.00)		-
5174.0000.359000	Roads/Sidewalks Repairs	Art 4 ATM - 5/15/23	DPW	150,000.00	150,000.00		(91,240.00)		58,760.00
5175.0000.359000	Fire Dept Control Vehicle	Art 4 ATM - 5/15/23	FIRE	60,000.00	60,000.00				60,000.00
5176.0000.359000	Library Stairway Repairs	Art 4 ATM - 5/15/23	LIB	40,000.00	40,000.00		(15,769.19)		24,230.81
5177.0000.359000	Public Works Backhoe	Art 4 ATM - 5/15/23	DPW	325,000.00	325,000.00		(283,399.00)		41,601.00
5178.0000.359000	Public Works Leaf Vac Truck	Art 4 ATM - 5/15/23	DPW	14,000.00	14,000.00		(13,289.80)		710.20
5179.0000.359000	Field Street Drainage Project	Art 4 ATM - 5/15/23	DPW	50,000.00	50,000.00		(47,774.32)		2,225.68
5180.0000.359000	Main Street Stormwater Project	Art 4 ATM - 5/15/23	DPW	200,000.00	200,000.00				200,000.00
5181.0000.359000	Town Hall HVAC	Art 4 ATM - 5/15/23	DPW	100,000.00	100,000.00		(29,499.50)		70,500.50
5182.0000.359000	School Flooring	Art 4 ATM - 5/15/23	SCH	40,000.00	40,000.00		(40,000.00)		-
5183.0000.359000	School Teacher Device Refresh	Art 4 ATM - 5/15/23	SCH	45,000.00	45,000.00		(45,000.00)		-
5184.0000.359000	School Corey Phone System	Art 4 ATM - 5/15/23	SCH	50,000.00	50,000.00		(50,000.00)		-
5185.0000.359000	New Green Meadow School	Art 3 STM - 10/10/23	SCH	83,600,000.00	-	17,648,935.00	(1,647,832.98)		16,001,102.02
5187.0000.359000	COA Senior Center Assessment	Art 4 ATM - 5/15/23	COA	35,000.00	35,000.00		(17,500.00)		17,500.00
5188.0000.359000	School Fowler HVAC System	Art 2 STM - 10/10/23	SCH	250,000.00				250,000.00	250,000.00
5189.0000.359000	Alumni Bleachers Planning/Design	Art 4 ATM - 5/20/24	TA	55,000.00				55,000.00	55,000.00
5190.0000.359000	Alumni Field Bleachers Rentals	Art 4 ATM - 5/20/24	TA	50,000.00			(9,150.00)		40,850.00
5191.0000.359000	Police Cruisers	Art 4 ATM - 5/20/24	POL	110,000.00				110,000.00	110,000.00
5192.0000.359000	Fire Alarm Radio Monitoring System	Art 4 ATM - 5/20/24	FIRE	40,000.00				40,000.00	40,000.00
5193.0000.359000	Fire Personal Protection Safety Equipment	Art 4 ATM - 5/20/24	FIRE	40,000.00				40,000.00	40,000.00
5194.0000.359000	School Facilities Envelope/Roof Repairs	Art 4 ATM - 5/20/24	SCH	60,000.00				60,000.00	60,000.00
5195.0000.359000	Library Stairwell Repairs	Art 4 ATM - 5/20/24	LIB	50,000.00				50,000.00	50,000.00
5196.0000.359000	Route 27 Intersection Improvements	Art 4 ATM - 5/20/24	DPW	450,360.00			(10,907.82)	450,360.00	439,452.18
	TOTALS			106,295,748.00	4,381,966.73	17,819,428.00	(3,824,829.18)	955,753.64	19,332,319.19

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Water Enterprise Capital Projects - FY2024									
									6/30/2024
				ORIGINAL	FUND BAL	FY2024	FY2024	FY2024	FY2024
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	AMOUNT	FWD	REVENUE	EXPENSES	TRANSFERS	FUND BAL
6320.0000.359000	Steel & Concrete Storage Tanks Repair	Art 11 ATM - 5/21/12	DPW	50,000	6,000.20		(1,900.00)		4,100.20
6329.0000.359000	Water Tank Repair	Art 16 ATM - 5/20/13	DPW	1,300,000	54,277.00		(7,500.00)		46,777.00
6343.0000.359000	Water Treatment (Well 4 A)	Art 7 ATM - 6/13/20	DPW	1,500,000.00	-	4,750,000.00	(3,816,157.36)		933,842.64
6344.0000.359000	Water Treatment (Well 4A) Capital Improvements	Art 18 ATM - 5/15/21	DPW	1,000,000.00	(1,000,000.00)	1,000,000.00	(1,000,000.00)	1,000,000.00	-
6345.0000.359000	Ford F350 Truck	Art 23 ATM - 5/15/23	DPW	90,000.00	90,000.00		(87,753.80)		2,246.20
6346.0000.359000	Western Star 47X Truck	Art 12 ATM - 5/20/24	DPW	180,000.00				180,000.00	180,000.00
TOTALS					(849,722.80)	5,750,000.00	(4,913,311.16)	1,180,000.00	1,166,966.04

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Sewer Enterprise Capital Projects - FY2024									
									6/30/2024
				ORIGINAL	FUND BAL	FY2024	FY2024	FY2024	FY2024
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	AMOUNT	FWD	REVENUE	EXPENSES	TRANSFERS	FUND BAL
6418.0000.359000	Lift Station Cleaning	Art 9 STM - 5/20/13	DPW	15,000	11,893.30				11,893.30
6419.0000.359000	Mockingbird Pump Station	Art 15 ATM - 5/20/13	DPW	498,000	5,824.11				5,824.11
6426.0000.359000	Vactor Jet Truck	Art 17 ATM - 5/15/21	DPW	500,000	3,526.77		(1,342.83)		2,183.94
6427.0000.359000	Summer Hill Rd Sewer Collection System	Art 24 ATM - 5/15/23	DPW	120,000	120,000.00		(120,000.00)		-
6428.0000.359000	Sewer Wastewater Treatment Facility Improvements	Art 25 ATM - 5/15/23	DPW	100,000	100,000.00		(100,000.00)		-
TOTALS					241,244.18	-	(221,342.83)	-	19,901.35

## FINANCE COMMITTEE

Jillian Prendergast	Chair
Katie Moore	Vice Chair
Linda Holt	Clerk
Nikhil Rao	Member
Peter Campbell	Member
Nathaniel Dwyre	Member
Nathan Wigfield	Member

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

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

### Changes in Membership

Khadijah Brown completed her term and Cavan Stone resigned in July; the FinCom thanks them for their service. Katie was appointed to an additional term ending in 2027. Nikhil Rao and Nathaniel Dwyre joined as new members. Jillian was nominated Chair, Katie Vice Chair and Linda Holt as Clerk in July.

The FinCom encourages participation from Maynard citizens in our meetings at any time. It is our goal to always have a list of interested potential members to fill vacancies promptly when they arise. Please look for agendas on our Town of Maynard website: <https://www.townofmaynard-ma.gov/275/Finance-Committee> and feel free to email [fincom@townofmaynard.net](mailto:fincom@townofmaynard.net) with questions or for more information at any time.

### Reserve Fund Transfers

The FinCom oversees the Town's Reserve Fund. Massachusetts General Law allows Town Meetings to appropriate Reserve Funds for extraordinary or unforeseen expenditures. The FinCom must vote to approve all transfers from Reserve Funds, after review by the Select Board. Reserve Funds are typically appropriated at Annual Town Meeting (ATM) and are available and accounted for on a Fiscal Year (FY) basis (July 1–June 30). At the May 2023 ATM, an initial \$250,000 was appropriated for Reserve Funds for FY 2024. Reserve Fund Transfers for FY 2024 are listed in the table below; the ending balance of \$184,329.00 reverted to FY 2025 Free Cash.

Date Approved	Purpose	Amount	Balance
	STM Appropriation	\$250,000.00	\$250,000.00
11/13/23	Fire Chief bi-directional amplifier at Fowler School	\$15,671.00	\$234,329.00
4/22/24	Fire Chief repairs to Ladder Truck	\$50,000.00	\$184,329.00

### Activities During FY2024

The FinCom continued to foster ongoing discussions among the various boards, committees, Town staff, department heads, and the entire Maynard community. Meetings continued to be virtual as the state extended its allowance to do so. Participation in virtual meetings has been positive overall and also allows for recording to the WAVM YouTube channel for citizens unable to attend at the time of the meeting. Fincom thanks the Town and WAVM for their support to provide this virtual option.

The development of the Fiscal Year (FY) 2025 Town General Fund Budget involved many meetings with department heads and included the Charter-mandated Joint Budget Review on February 10 between the Select Board and Finance Committee, with the participation of the Town Administrator, Maynard Public Schools department, and other department heads. Towards the end of 2024, the FinCom started to gather resources to assist in future budget and multi-year planning to be further developed throughout the year.

Fincom offered recommendations on town articles in the printed warrant and hosted public hearings on the Annual Town Meeting (ATM) and Special Town Meeting (STM) to inform voters. The FinCom was also committed to keeping informed of the work being done by other committees/boards and in working collaboratively with them. Such activities included outreach to other Town committees in the form of non-voting members and/or liaisons.

The FinCom encourages all Maynard voters to attend meetings of the various municipal bodies throughout the year to become more informed and express their views about various matters affecting our Town.

Respectfully submitted,

***Jilliam Prendergast***  
***Chair, Finance Committee***

## CAPITAL PLANNING COMMITTEE

Douglas Adler.....	Chair
Jon Larkin.....	Vice Chair
Jonathan Bretz.....	Secretary
Michael Lanza.....	Member
Benjamin Zauski.....	Member

In 2024 the Capital Planning Committee has continued to improve our town's capital situation. We have inventoried Maynard's capital equipment and met with all town department heads to compile our current and future capital needs into Cleargov software. We prioritized capital projects that were requested and this year the projects that we recommended are: HVAC improvements at Fowler School and Town Hall, repairing the library window, and purchasing a new police cruiser and a new truck for the DPW. We also recommended to start the planning and designs for a new building for the DPW, as their current building is beyond its life expectancy. This year we presented the town capital situation and improvement plans to the quad board, and will continue working to improve this town into the best version of Maynard.

Respectfully submitted,

***Douglas Adler***  
***Chair, Capital Planning Committee***

## BUDGET SUBCOMMITTEE

### ***Members***

Jeffrey Swanberg.....	Chair, Select Board
Mary Brannelly.....	School Committee
Natasha Rivera.....	School Committee
Mike Stevens.....	Select Board
Katie Moore.....	Finance Committee Liaison
Peter Campbell.....	Finance Committee Liaison



The Budget Subcommittee (BSC) offers an opportunity for members of the Select Board and School Committee, joined by liaisons from the Finance Committee, to regularly review the town's fiscal condition throughout the budget cycle. The Subcommittee members thank Town Administrator Greg Johnson and the Town Hall finance team for their work providing timely updates throughout the year.

The Budget Subcommittee monitors revenues from property taxes, licenses, and fees on a regular basis. We also track the progression of the state budget cycle and forecasted state aid, including critical "Chapter 70" funding for education. The Subcommittee tracks expenses throughout the cycle, including:

- Department requests the prior Fall
- Budget setting in the Winter
- Town Meeting approval in the Spring
- Monitoring trends throughout the fiscal year
- Close out activities the following Fall

Members of the Capital Planning Committee are regularly invited to present on the annual Capital Improvement Plan (CIP).

In 2024 the Budget Subcommittee deliberated on numerous topics including discussions on:

- Continued reviews of Maynard's budget against benchmark communities
- Current and potential capital projects including the new Green Meadow School, the Alumni Field Bleachers proposal, and DPW facility upgrades
- Senior needs and proposed new Senior Center, supporting a lease as a more efficient use of town resources than new construction
- Current trends in education expenses and impact to Maynard Public Schools
- Use of the Maynard Public School's reserve funds to delay the need for a tax override to support the education budget.
- Need and logistics for an FY26 operational override
- Water and sewer funding, both operational and capital
- Solid waste and recycling funds
- Opportunities for support through grants and state/federal funding
- Stormwater infrastructure needs

The Budget subcommittee also brought together meetings of the full Select Board along with the full Finance, School, and Capital Planning Committees. These meetings have been instrumental in increasing the role of financial planning during a time of rising expenses and economic volatility. The Chair would like to thank the members of the Budget Subcommittee for their dedication to helping improve communications among boards as we balance Maynard's financial priorities.

Respectfully Submitted,

***Jeffrey Swanberg***  
***Chair, Budget Subcommittee***

## CONTRIBUTORY RETIREMENT SYSTEM

Active Members.....	184
Inactive Members.....	108
Retired Members.....	140
<b>Total Membership.....</b>	<b>432</b>

### ASSETS

Cash	1,945,663.37
Fixed Income	16,352,755.72
Equities	32,241,792.89
Real Estate	5,601,778.29
Alternative Investments	3,296,045.83
Hedge Funds	3,302,842.86
Interest Due and Accrued	6,285.44
Accounts Receivable	96,468.22
Accounts Payable	(74,583.54)
<b>TOTAL ASSETS</b>	<b><u>\$62,769,049.08</u></b>

### FUNDS AND LIABILITIES

Annuity Savings Fund	10,374,515.98
Annuity Reserve Fund	3,336,017.38
Military Service Fund	37,886.62
Pension Fund	246,808.61
Pension Reserve Fund	<u>48,773,820.49</u>
<b>TOTAL FUNDS AND LIABILITIES</b>	<b><u>\$62,769,049.08</u></b>

### RECEIPTS

Members Deductions	1,096,829.44
Transfers from Other Systems	164,946.41
Members Make Up Payments and Redeposits	450.00
Investment Income Credited to Members Accounts	10,897.64
Investment Income Credited to Annuity Reserve Fund	100,851.76
Reimbursements from Other Systems	202,191.12
Received from Commonwealth for COLA	9,883.18
Pension Fund Appropriation	3,115,630.00
Received from Town to Military Service Fund	0.00
Investment Income Credited to Military Service Fund	37.85
Investment Income Credited to Expense Fund	473,557.23
Interest Not Refunded	783.90
Miscellaneous Income	173.09

Excess Investment Income 6,800,076.86

TOTAL RECEIPTS \$11,976,263.48

DISBURSEMENTS

Refunds to Members	56,674.29
Transfers to Other Systems	371,507.63
Annuities Paid	818,885.80
Option B Refunds	0.00
Pension Payments	2,794,455.34
Survivorship Payments	294,295.93
Ordinary Disability Payments	21,359.16
Accidental Disability Payments	273,982.63
Accidental Death Payments	67,611.80
Section 101 Payments	0.00
Reimbursements to Other Systems	363,544.92
COLAs Paid	9,703.18
Board Member Stipends	1,830.00
Salaries	63,976.52
Benefits	954.20
Legal Expenses	1,378.12
Fiduciary Insurance	2,308.00
Medical Expenses	0.00
Service Contracts	27,650.00
Accounting Services	9,500.00
Education and Training	3,388.00
Travel	5,164.91
Administrative Expenses	6,193.56
Furniture and Equipment	0.00
Management Fees	311,124.58
Custodial Fees	<u>40,089.34</u>

TOTAL DISBURSEMENTS \$5,545,077.91

**TREASURER-COLLECTOR**

*Staff*

Jenn Welch.....	Treasurer/Collector
Diane Montanez.....	Assistant Treasurer/Collector (Through November 2024)
Diane Donovan.....	Assistant Collector

The Treasurer/Collector is responsible for the receipt, investment and disbursement of all Town Funds. We are committed to providing a high level of customer service for Maynard residents while administering the following:

- Collection of all taxes, water/sewer bills, Excise, trash stickers and parking tickets

- Account for, reconcile and invest town cash
- Manage and process all payroll
- Fund, manage all accounts payable disbursements
- Debt management/ borrowing and maintain repayment schedules
- Tax Title Accounts
- Manages Trust Funds, OPEB and Stabilization funds

REPORT OF THE TOWN TREASURER  
FOR THE FISCAL YEAR ENDED JUNE 30, 2024  
TOWN OF MAYNARD

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2023	+ New Debt Issued	- Retirements	Outstanding June 30, 2024	Interest Paid in FY24
Buildings	14,252,000		665,500	13,586,500	404,858
School Buildings	3,653,600		387,200	3,266,400	164,336
Sewer	52,500		8,900	43,600	2,317
Other Inside	653,900		156,900	497,000	16,043
<b>SUB - TOTAL Inside</b>	18,612,000	-	1,218,500	17,393,500	587,554

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2023	+ New Debt Issued	- Retirements	Outstanding June 30, 2024	Interest Paid in FY24
School Buildings	8,060,000	16,834,000	775,000	24,119,000	197,115
Sewer	5,836,676	-	547,731	5,288,945	129,956
Solid Waste	65,500		13,000	52,500	2,950
Water	2,490,000	5,686,000	289,000	7,887,000	78,181
Other Outside	27,500		9,500	18,000	1,137
<b>SUB - TOTAL Outside</b>	16,479,676	22,520,000	1,634,231	37,365,445	409,340
<b>TOTAL Long Term Debt</b>	35,091,676	22,520,000	2,852,731	54,758,945	996,894

<b><u>Town Wages for Calendar Year 2024*</u></b>			
Wages may reflect more than one department, overtime and private details			
Akillian-Casey, Carol	72,549.10	Ladd, Frederick	100,124.63
Alexander, James	59,679.48	Landry, Timothy	85,627.52
Alexander, Rachel	71,364.73	Latta, , Mark	84,029.95
Alford, Lauren	1,282.50	Lawless, Angela	155,322.75
Alford, Sarah	1,117.50	Leaver, Elizabeth	2,845.85
Arbour, Frank	6,193.07	Lenicheck, Harold	2,415.00
Asmann, Richard	83,873.97	Loomer, James	14,658.60
Aulenback, Ralph	55,853.88	Loveless, Amy	85,607.37
Avril, Emmanuel	116,443.52	MacDonald, Joseph	80,338.61
Baltazar, Sandra	77,822.06	Maguire, Jean	89,660.41
Balzotti, Gregory	23,330.37	Malatesta, Donald	3,676.57
Banatoski, James	116,533.56	Malcolm, Mark	54,189.25
Barakat, Sarah	59,389.73	Manchuso, Trista	143,752.10
Bergman, Erin	948.75	May, Paul	6,173.73
Bergman, Megan	1,721.25	McCann, Allison	126,624.78
Bernard, Ryan	99,213.72	McCreary, Chanda	607.50
Billings, Warren	34,063.44	McCue, Mary	18,185.91
Blackington, Jordan	78,820.46	McDonald, Matthew	83,813.51
Bodwell, Daniel	125,481.76	McGowan, James	31,807.16
Boudreau, Jeffrey	93,491.01	McGrath, Samantha	737.27
Brainard, Kyle	88,786.99	McLaughlin, Anna-Lisa	3,264.39
Cacciatore, Daniel	600.00	Mealey, Debra	71,281.99
Casabona, Abigail	7,170.49	Mealey, Shea	3,750.00
Chetwynd, Bradford	2,180.02	Meyer, Jaden	23,023.26
Chiasson, Niccole	86,361.97	Montanez, Diane	35,289.80
Connerney, Hannah	3,870.68	Moore, Brandon	7,796.19
Corrigan, Shawn	14,063.58	Morando, Marie	47,644.50
Cunningham, Michael	300.00	Morrison, Peter	14,701.00
Currier, Marc	106,369.89	Mullally, Timothy	155,220.56
Cushing, Brian	157,769.26	Muraguri, Leon	113,562.04
Cutone, Nicholas	84,157.42	Nemser, William	101,778.63
Davoll, Eric	113,040.44	Noble, Michael	180,319.82
Dawson, James	22,905.17	Noonan, Joseph	27,493.45
Dee, Nathan	77,236.83	Nyholm, Karl	8,598.06
DeMarco, Justin	143,957.03	Oliveira, Marcos	127,764.66
DeMars, John	35,967.64	Palola, Tom	89,405.91
DeMars, Kenneth	65,171.00	Parker, , Janine	5,667.40
Desjardins, Craig	148,730.84	Parker, Joseph	74,225.55
Dickerson, Shawn	89,620.55	Parr, Michael	167,640.58
Distefano, Lucie	66,756.43	Pelletier, Melissa	19,162.85
Donovan, Diane	62,285.88	Petersen, Brian	145,139.56

D'Ottavio, Jared	6,621.11	Petersen, Kevin	103,772.74
Doyle, Jr, Joseph	87,373.60	Petipas-Haggerty, Casey	76,851.88
Duggan, Stephanie	97,438.68	Piel, Zoe	61,712.09
Edmands, Danielle	3,335.00	Portis, Alan	115,056.13
Erdal, Semra	5,939.03	Primiano, John	104,214.25
Falcao, Andrew	38,239.70	Reardon, Dianne	63,365.99
Ferguson, James	73,081.21	Riviere, Labady	96,369.50
Finnerty, Sarah	101,663.83	Robichaud, Jeremy	83,794.11
Flanary, Julia	69,711.90	Row, Ronald	95,465.56
Foster, Joseph	101,600.59	Rydzewski, Julia	1,260.00
Frechette, Eric	46,429.55	Sahlberg, Adam	36,000.00
Gates, Kristin	46,224.50	Schrader, Joshua	106,871.06
Genetti, Richard	77,857.01	Seeley, Richard	110,393.79
Gennaro, Joseph	125,211.55	Sharaffa, Alicia	73,862.28
George, Daniel	45,521.81	Sheehan, Joanne	120.00
Gibson, Eleanor	472.50	Sheridan, Keagan	47,147.01
Gorman, Kristen	5,198.87	Silverstein, Steven	94,340.49
Gross, Travis	100,456.58	Solomon, Rohr, Lula	930.00
Haakey, Patrick	116,816.94	Stanley, Wayne	5,244.65
Harrold, Marianne	70,783.24	Sullivan, Dylan	11,468.22
Harvell, Peter	5,350.02	Sutherland, Michael	138,940.73
Hatch, Michael	121,689.13	Sweeney, Shae	28,290.67
Hatch, Sheneil	56,242.96	Thurston, Sarah	40,527.93
Higley, Mikhail	4,665.86	Tomyl, Mark	153,966.12
Hochmuth, Lillian	427.50	Troiano, Christopher	153,123.79
Houle, Jeffrey	90,297.21	Tuomi, Matti	96,061.81
Hureau, Jennine	97,661.18	Tyler, James	55,163.06
Janvrin, Kevin	9,292.10	Wasiuk, Edwin	97,288.52
Johanson, Ryan	1,671.84	Webster, Beth	28,267.12
Johnson, Gregory	157,118.53	Welch, Jennifer	107,739.11
Jones, Stephen	17,635.64	Wellborn, Christopher	150,604.65
King, John	137,962.33	Wilson, Gregory	75,021.23
Kozik, Patricia	58,721.83	Worthington, Joseph	135,348.87
Kramer, Brian	99,019.71	Zobbi, Joanne	18,052.76
Kwagala, Ivan	84,199.24		
<b>School Wages for Calendar Year 2024*</b>			
Wages may reflect more than one department and overtime			
Adams, Jennifer	116,735.86	Landers, Nanda	35,567.28
Adamson, Candace	108,116.36	Lawton, , Denise	109,897.86
Alford, Rebecca	25,450.88	LeBlanc, Cynthia	27,940.66
Andrade, Colleen	80,982.16	LeBlanc, Katie, Marie	63,558.71
Andrade, William	23,606.50	LeBlanc, Sandra	110,464.86
Arcelay, Susan	93,146.18	Lerner, Michael	2,692.28

Aroian, Karen	30,055.38	Lerner, Rochelle	111,207.36
Arria, Michael	68,573.14	Lesage, Carol	28,502.76
Arsenault, Tina	26,004.35	Lesage, Jr, Paul, Harry	4,534.00
Aukstikalnis, Suzanne	38,061.68	Levine, Jay	77,558.38
Bachta, , Kelsey	2,604.44	Lewis, Ellen	69,565.34
Bacus, Hanna	11,879.95	Lewis, Jennifer	97,499.18
Bailey, Amanda	65,248.78	Li, Shan	500.00
Ballard, John	59,749.49	Lind, Janice	99,918.00
Banikiewicz, Matthew	4,704.20	Lindquist, Karen	118,074.84
Banta, Joseph	71,722.21	Lindquist, Kathryn	350.00
Barbagallo, John	74,351.17	Lochiatto, Joanne	62,515.23
Bareng, Conor	21,319.24	Loynd, Jennifer	32,192.15
Barrett, Timonthy	350.00	Lucas, Gail	57,435.12
Basile, Michael	23,478.21	Ludwig, Phoebe	400.00
Battaglia, Deborah	74,411.66	Luther, , Douglas	107,059.86
Baudin, Megan	104,059.32	Lyons, Joseph	62,119.38
Baylis, Melissa	93,448.54	Mackin, Karen	4,021.00
Beaulieu, Brian	70,863.30	MacPhee, Dana	109,293.82
Beitia, Amador-Carrandi	84,067.94	Mailly, Caitlin	21,559.91
Bennett, Louise	1,550.00	Makovoz, Betty	102,258.84
Berger, Melissa	92,789.58	Malaxos, Syd	72,990.16
Blanchard, Lucinda	41,075.05	Mamoon, Reshma	24,576.68
Bloomstein, Eric	54,587.94	Manning, David	18,065.88
Boardman, Lisa	106,643.86	Marek, Nathalie	50,935.08
Boerman, Zachary	12,342.68	Marrese, Christopher	108,086.86
Bottos, Maria	50,112.94	Marshall, Michael	6,739.00
Bourgeios, Maria	79,169.58	Martinez-Abeledo, Sira	63,651.42
Braman, Hilary	52,700.22	Masella, Michelle	94,994.08
Brancalone, Joseph	92,955.10	Mauroy, Ariane	3,420.00
Bratica, Kathleen	111,455.86	Maynard, Brian	2,683.17
Brennan, John	17,320.00	Mazeika, Samantha	105,921.86
Brennan, Maggie	13,725.60	McCabe, Valerie	78,616.38
Brennan, Mary	32,363.00	McCarthy, Cara	150.00
Brideau, Dorothy	47,615.44	McDonagh, Lisette	24,807.81
Briggs, Katherine	2,000.00	McDonald, Gail	8,108.65
Briggs, Patrick	2,200.00	McDonald, Joseph	500.00
Briggs, Stacey	16,100.00	McFadden, Vanetta	55,652.00
Brunelle, Olivia	93,791.94	McLaughlin, Hannah	3,543.00
Bundy, Ann	1,600.00	McPhail, Melissa	110,752.86
Burke, Shawn	3,031.33	Milch, Caroline	200.00
Byron, Karen	14,650.00	Mitchell, Christine	61,885.46
Cabral, Jason	52,463.42	Mitchell-James, Darryl	18,589.32
Cafarella, Julia	1,950.00	Mohney, Lynn	6,950.00
Cairns, Valerie	97,512.16	Monachino, Laura	51,009.00

Calabresi, John	49,796.64	Moniz, Victoria	31,149.04
Caloggero, Steven	111,656.86	Morales, Karina	29,393.45
Caloggero, Talia	2,450.00	Morello, Michael	92,860.10
Calvert, Devyn	3,964.08	Morrison, Terri	98,440.58
Caragianes, Charles	140,408.92	Muldoon, Lynda	67,918.16
Carroll, James	4,101.66	Mullen, Ethan	1,200.00
Castillo, Jessica	20,329.18	Mullen, Jordan	1,600.00
Cavaretta, Dean	1,500.00	Murphy, Cheri	33,262.16
Chagnon, Katharine	47,153.80	Murphy, Karen	46,853.44
Chan-Yu, Maggie	66,167.28	Murphy, Rita, Marie	122,880.57
Coen, Patricia	25,986.62	Murray, Katrina	51,461.52
Cohen, Janet	65,145.38	Nagel, Cory	72,790.64
Coleman, Hannah	200.00	Newey, Anne	20,048.46
Coleman, Marlene	117,458.57	Newman, Heather	57,692.28
Connolly, Alicia	26,582.04	Nguyen, My	60,072.34
Considine, April	9,700.00	Noke, Riley	2,870.00
Conway, Sean	102,795.12	Norcross, Brenna	67,192.63
Coogan, Jennifer	300.00	Nyholm, Karl	3,904.00
Copeland, Erin	24,676.58	Ogden, John	89,094.02
Coppola, Cheryl	110,104.86	Olsen, Emily	665.38
Corcoran, Carol	27,115.97	O'Neil, Daniel	3,649.00
Corrigan, Kaitlyn	93,185.58	Ordway, Robert	56,126.64
Cortez, Chris	24,731.53	Padalino, Lisa	102,759.12
Cotter, Bella	1,050.00	Paisner, Sarah	86,483.10
Cotter, Brenna	94,229.58	Paoletti, Lisa	46,860.40
Cotter, Michael	105,921.86	Parquet, Amy	31,949.98
Cox, Alexandra	17,648.00	Paterno, Jeffrey	96,972.58
Danforth, Julie	102,759.12	Patrikis, Elaine	32,213.00
Dangelo, Nancy	26,869.31	Peralta, Tammy	93,311.58
Dankner, Ilana	13,776.34	Perreault, Sarah	25,086.62
De, Dios, Luna, Rafael	92,914.58	Perry, Catherine	98,179.88
Dekker, Bertram	71,667.90	Petroskey, Amy	89,639.82
Dennehy, Jessica	61,885.46	Pfeffer, Gervase	106,198.07
DeVita, Manda	21,350.39	Phillips, Madison	19,042.05
Dewalt, Clayton	4,298.00	Pileeki, Emily	108,822.86
Dias, Caitlyn	74,435.38	Pileeki, Nicholas	106,366.76
DiSalvatore, Lisa	94,850.08	Prehl, Christopher	14,630.52
Ditto, Karen	88,052.66	Quintal, Alain	26,772.98
Doktorov, Olga	110,022.12	Quintal, Mary, Ellen	31,220.32
Donahue, Joseph	59,366.32	Radler, Richard	3,300.00
Dos, Santos, Aline	8,712.72	Ramos, Cassie	62,281.46
Duddy, AnnMarie	92,789.58	Ramos, Julian	24,005.90
Duffy, James	11,850.00	Raschi, Jason	3,904.00
Dunton, Susan	18,100.00	Ray, Sharon	23,236.93



Enoch, Emily	17,648.00	Reed, Megan	92,722.46
Etchechury, Christopher	25,910.16	Reilly, Lois	32,408.58
Falkoff, Johanna	105,921.86	Reyes, Angela	91,392.44
Fedore, Michael	87,035.13	Ricci, Catherine	103,707.38
Fehr, Caitlin	21,927.64	Rioux, Jonathan	4,112.00
Feinstein, Cheryl	97,304.46	Robichaud, Cori	86,152.96
Fernald, Nicole	111,735.46	Roche, Barry	5,491.00
Ferranti, Jeffrey	64,539.80	Roche, Marie	19,367.32
Fiehler, Lucas	35,743.86	Rocheleau, Rhonda	85,099.33
Fioretti, Jennifer	99,414.30	Rockel, Cynthia	92,789.58
Fischer, Linda	11,254.80	Rodgers, Kelsey	52,907.86
Fitzsimmons, Denise	20,903.04	Rodriguez, Fernandez, Sara	25,822.16
Flynn, Erin	1,100.00	Ross, Rozelle	20,000.00
Flynn, John	105,921.86	Rouleau, Robert	74,051.66
Flynn, Kathleen	28,051.43	Rush, Caroline	73,673.38
Foley, Jill	26,370.91	Rutherford, Ann	102,759.12
Foss, Kelly	110,104.86	Ryan, Melissa	30,555.38
Fournier, Mackenzie	26,820.52	Sage, Erin	22,833.52
Fowler, Ian	4,446.00	Saha, Srabani	31,212.40
Fox, Linda	25,161.62	Saia, Richard	35,417.00
Freeman, Elizabeth	1,050.00	Sangiovanni, Jamie	115,676.88
French, Beverly	36,124.38	Savard, Anthony	98,312.46
Fullam, Hannah	85,023.38	Savoie, Robert	33,277.84
Galdamez-Cabrera, Monica	77,203.88	Scalese, Jennifer	58,539.42
Gallo, Caroline	800.00	Scesny, Justin	64,170.01
Gamboni, Vilma	102,759.12	Scharr, Amanda	7,884.02
Genetti, Charles	55,906.24	Searle, Zury	12,566.04
Gerondeau, Patricia	109,234.46	Shapiro, David	200.00
Ginnity, Laura	105,921.86	Shayan, Liliya	28,114.48
Giunta, Lauren	74,659.70	Shields, Jennifer	95,063.62
Gobron, Charles	39,984.15	Simmons, Meghan	250.00
Gonsalves/DiSilva, Dominique	71,736.98	Sinopoli, Mark	98,389.58
Graham, Melissa	105,345.61	Skipper, III, Andrew	13,184.03
Gray-Ross, Samantha	65,397.24	Skura, Mindy	91,462.44
Greene, Laura	62,210.46	Skura, Stephanie	1,550.00
Grzegorzczuk, Bartosz	5,491.00	Snyder, David	110,022.12
Gubala, Malgorzata	25,936.62	Sokolowski, Edward	59,142.87
Gubala, Piotr	4,021.00	Soler, Maria	109,305.58
Gustafson, Megan	29,515.65	Sommer, Melissa	36,754.28
Gwozdz, Cheryl	24,437.70	Soto, William	50,780.66
Haas, Brian	191,625.62	Stanton, Meghan	6,862.38
Hales, Travis	74,340.38	Steigerwald, Stephanie	110,104.86
Hamilton, Beth	3,400.00	Steiner, Adam	62,083.32
Hannon, Traci	30,802.29	Stewart, Heather	36,127.62

Hanson, Charles	400.00	Stewart, James	5,331.00
Hardy, Claudia	34,765.12	Stewart, Jane	57,572.34
Harrington, Nikki	70,720.90	Stout, Nicole	800.00
Harrison, David	99,811.08	Sullivan, Brenda	127,881.86
Hatch, Catherine	21,656.36	Sullivan, Kathleen	62,557.52
Hatch, Denise	105,494.77	Sullivan, Margaret	99,237.58
Hathaway, Isabelle	750.00	Swenson, Kiley	63,102.80
Hayner, Kelly	105,921.86	Taveras, Enerolina	120,788.12
Haynes, Nancy	45,679.98	Taylor, Ann	93,005.58
Hines, James	3,649.00	Thomas, Nathaniel	100,142.00
Hines, Molly	200.00	Thompson, Hayle	200.00
Hobbs, , Debora	123,150.60	Thompson, Regan	86,556.70
Holly, Deborah	89,199.94	Tierney, Amy	73,173.38
Howes, Kristyn	5,954.00	Tishler, Alison	93,824.53
Howes, Paul	5,954.00	Torres-Requena, Emilio	44,327.94
Hucknall, Yvonne	35,743.86	Travers, Michelle	114,279.36
Hull, Olivia	39,689.14	Tredeau, James	92,789.58
Hurd, Falon	1,000.00	Tucker, Marie	24,728.48
Hutchinson, Amy	74,517.00	Tucker, Meghan	13,530.44
Iannarelli, Michael	60,597.77	Valenti, Stephen	35,000.00
Ignachuck, Jean	2,486.25	Vanaria, Taylor	53,560.82
Iorio, Jackelyn	54,801.12	VanDeBogert, Erin	9,150.00
Jamieson, Amy	72,342.34	Vavra, Bethany	100,768.32
Jeffrey, Erin	67,632.46	Velasquez, Jeffrey	71,089.89
Jones, Charlotte	108,224.36	Viros, Viviane	100,512.26
Jones, Jennifer	113,067.36	Waldron, Michael	107,358.24
Jones, Minor	15,115.97	Ward, Jennifer	59,624.93
Kelley, Sean	69,535.41	Watts, Jean	50,560.92
Kiley-Allia, Debora	25,205.86	White, Heather	1,898.70
Kinney, Keith	125,129.06	White, Wayne	123,126.92
Kozik, Kevin	100,269.00	Williams, Allison	30,938.16
Kranz, Elisabeth	97,122.58	Williams, Heather	35,658.50
Krasinski, Katherine	107,505.86	Willis, Christine	79,218.96
Kuhn, Philip	500.00	Wong, Natalie	17,076.87
Labelle-Pierce, Jean	107,881.24	Wood, Randal	85,066.08
Lackard, Ashley	60,369.53	Yarkosky, Kevin	26,858.05
LaFrance, Joshua	65,078.91	York, Elizabeth	128,882.70
Lamy, Janet	89,481.28	Zmijak, Judith	7,822.80

Respectfully submitted,

**Jenn Welch**  
**Treasurer/Collector CMMC**

## BOARD OF ASSESSORS

### Board Members:

Sean DelRose	Chair
Brad Schultz	Vice Chair
Stephen Pomfret	Member

### Staff:

Rick Ladd	Chief Assessor
Marianne Harrold	Assistant Assessor

I, Rick Ladd, am honored to be your Chief Assessor. I recently completed my second full year here in town. I have really enjoyed my tenure here in the Town of Maynard. It has been a pleasure learning more about this beautiful town and continuously meeting more people. I look forward to inspecting more properties in town very shortly to ensure that our values are as fair and equitable as possible. My Assistant, Marianne Harrold is on the horizon of completing her seventeenth year in the Assessor's Office. What a huge accomplishment. Fantastic job, Marianne!!! Many of you know Marianne from working with her whether it be on Exemptions, Abutter's lists, motor vehicle excise tax or any other task she may be handling to help make our office successful.

Fiscal Year 2025 was a super busy year and thankfully it was also an Interim Year for Valuation. We received certification of our tax rates from the Department of Revenue on November 22, 2024. The assessing staff captured \$510,759 in new growth this year. There were approximately 828 inspections completed by the Assessor's Office and Catalis/Patriot Properties (our vendor). We continue to strive for accuracy in recording our real and personal property data. As always, we try to meet all the requirements put forth by the Department of Revenue in a timely fashion.

The Town of Maynard had 4,173 taxable parcels and 131 exempt parcels for Fiscal Year 2025.

Total amounts to be raised:

	Est. Rec./Other Rev.	Levy	Amt to be Raised	%Change
FY2020	\$19,708,043	\$32,663,839	\$52,371,882	1.8%
FY2021	\$20,250,581	\$34,064,371	\$54,314,952	3.7%
FY2022	\$20,796,963	\$36,295,197	\$57,092,160	5.1%
FY2023	\$21,899,997	\$37,492,883	\$59,392,880	4.0%
FY2024	\$22,661,577	\$38,565,089	\$61,226,667	3.1%
FY2025	\$22,785,005	\$41,068,220	\$63,853,225	4.3%

### Tax Rate History

	Shift	Residential/Open Space	Commercial/Industrial/Personal Property
FY2020	1.31	\$20.64	\$27.89
FY2021	1.29	\$20.15	\$26.81
FY2022	1.29	\$20.52	\$27.36
FY2023	1.29	\$18.97	\$25.24

FY2024	1.29	\$17.88	\$23.81
FY2025	1.31	\$17.83	\$24.14

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

FY2024			FY2025		
Property Type	Count	Value	Property Type	Count	Value
Single Family	2699	\$1,364,993,300	Single Family	2698	\$1,465,887,100
Condominium	601	\$313,182,100	Condominium	603	\$336,049,400
Miscellaneous	12	\$8,359,500	Miscellaneous	12	\$9,134,700
Two Family	229	\$108,805,900	Two Family	229	\$112,522,000
Three Family	24	\$11,714,600	Three Family	23	\$11,568,000
Four and up	48	\$62,905,400	Four and up	49	\$65,240,900
Vacant land	85	\$3,868,800	Vacant land	85	\$4,251,800
Open Space	0	\$0	Open Space	0	\$0
Commercial	138	\$85,562,000	Commercial	138	\$92,184,700
Industrial	21	\$39,315,000	Industrial	22	\$41,259,900
Chapter 61(Land)	2	\$2,798	Chapter 61(Land)	2	\$2,173
Chapter 61A(Land)	4	\$12,672	Chapter 61A(Land)	4	\$13,786
Chapter 61B(Land)	1	\$80,475	Chapter 61B(Land)	1	\$84,499
Mixed Use	26	\$26,361,600	Mixed Use	27	\$29,728,000
Personal Property	311	\$64,608,061	Personal Property	280	\$61,652,750

At the Classification Hearing held on November 6, 2024, the Select Board voted to split the tax rate using a 1.31 percent split which resulted in a tax rate of \$17.83 for residential and open space and \$24.14 for commercial, industrial, and personal property. For Fiscal Year 2025 new values and new growth were certified on September 18, 2024, by the Department of Revenue.

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

Fiscal Year	Assessed Value	% Change	Tax Levy	% Change
2020	\$1,534,413,425	6.96%	\$32,663,840	4.16%
2021	\$1,639,621,275	6.86%	\$34,064,371	4.29%
2022	\$1,711,795,777	4.40%	\$36,295,197	6.55%
2023	\$1,916,131,410	11.93%	\$37,492,883	3.30%
2024	\$2,089,799,206	9.1%	\$38,565.089	2.86%
2025	\$2,229,579,708	6.7%	\$41,068,220	6.5%

Valuation by Property Class:

Property Class:	FY2023	FY2024	FY2025
Residential	\$1,733,695,965	\$1,887,526,072	\$2,021,209,875

Open Space	\$0	\$0	\$0
Commercial	\$88,304,156	\$96,556,998	\$103,665,758
Industrial	\$38,941,050	\$41,108,075	\$43,051,325
Personal Property	\$55,190,239	\$64,608,061	\$61,652,750
Total	\$1,916,131,410	\$2,089,799,206	\$2,229,579,708

#### Levy by Property Class:

Property Class:	FY2023	FY2024	FY2025
Residential	\$32,888,212	\$33,748,966	\$36,038,172
Open Space	\$0	\$0	\$0
Commercial	\$2,228,797	\$2,299,022	\$2,502,491
Industrial	\$982,872	\$978,783	\$1,039,259
Personal Property	\$1,393,002	\$1,538,318	\$1,488,298
Total	\$37,492,883	\$38,565,089	\$41,068,220

Respectfully submitted,

***Rick A. Ladd, MAA***  
***Chief Assessor***

## Education

### SUPERINTENDENT'S REPORT

#### A Message from the Maynard Public Schools

During the calendar year 2024, we made progress in many areas. One area of particular focus is student learning, specifically our curriculum. We are excited to share that we are in year three of implementing the Department of Elementary and Secondary Education (DESE) endorsed CKLA curriculum. CKLA is now a fully implemented English Language Arts curriculum for grades 3 - 8 in Maynard. This curriculum includes both online resources and additional resources for students and teachers. Our teachers have received considerable professional development and support on using the CKLA and its resources most effectively.

This school year, we have also implemented Carnegie Mathematics in grades 1-8. Carnegie Mathematics is a DESE-approved curriculum adopted after extensive vetting by a Mathematics Committee comprising teachers and administrators. After piloting units from three different publishers and receiving feedback from students and teachers, Carnegie Mathematics was the clear choice of the group.

As with our CKLA English Language Arts adoption, staff members have been extensively trained, and further training and support are already scheduled. Based on standardized tests, such as the MAP Test, conducted internally by our district, student mathematics achievement has already risen.

Maynard High School continues to innovate and expand opportunities for all of its students at the secondary level. Over the past decade, we have created a model senior capstone course of study known as Senior Project that DESE officials described as the “Gold Standard” for such work, expanded the WAVM Radio and Television extracurricular club into a state-endorsed Television & Radio Production Chapter 74 program, created a Global Studies pathway that includes cultural exchanges with other schools in other countries, and were ranked 12th out of more than 400 high schools in Massachusetts for percentage of students who receive the state’s Seal of Biliteracy by demonstrating through rigorous testing that they are truly fluent in another language beyond English verbally, in writing, and in reading.

Last year, Maynard High School expanded its impressive portfolio of student opportunities by adding a state-endorsed Innovation Career Pathway in Computer Science. Work on a state application for recognition of our Innovation Career Pathway in Business will be completed very shortly, and an anticipated official endorsement from the state will be in place in time for the 2025-2026 school year.

Additionally, this year, for the first time in Maynard, students who have already completed two AP courses in Spanish at Maynard High School are enrolled in advanced college (300-level) language courses at the University of Massachusetts at Lowell and receive fully transferable college credit.

### **Green Meadow Building Project**

We continue collaborating with the MSBA (Massachusetts School Building Authority) on the Green Meadow Elementary School building process. We continue to work with our OPM (owner’s project manager), Colliers International, to oversee the process and a design firm, MVG (Mount Vernon Group), to establish the design portion of the project. In the Fall of 2023, the town voted overwhelmingly to support the Green Meadow Building Project, allowing the project to move forward. We are enthusiastically looking forward to a new Green Meadow Elementary School.

The Bleacher Project was underway for several months. We worked to secure a successful town vote to install a new set of bleachers, bathrooms, a concession stand, and a press box. However, this was not supported at the town meeting, so we do not have usable bleachers.

A Solar Project at Maynard High School was approved in 2023 and began construction in February 2024. The project has been completed at the high school as we incorporate more green energy.

We worked diligently throughout the year, including the summer, to provide academic programming, social and emotional support, athletic and musical opportunities, and nutritional resources for all our students.

The district continues to ensure that the professional staff, the curriculum, and the facilities function together to create the best possible learning environment for all students.

### **MCAS**

This past fall, Massachusetts voters overwhelmingly supported eliminating MCAS test results in English Language Arts, Math, and Science as a high school graduation requirement. However, this does not mean MCAS testing has stopped.

Students in grades 3-8 and grade 10 will continue to take MCAS English Language Arts and Mathematics tests. Students in grades 5, 8, and 9 will continue to take Science tests as well.

These tests are designed to measure student progress in these academic areas over time. The federal government requires states to use a standardized form of testing to receive federal funding and apply for federal grants.

The district has added MAPS assessments for all students in grades 1-10 as a nationally normed measure that gauges student growth through the school year rather than simply annually, as is the case with MCAS. The real-time functionality of MAPS assessments allows teachers to adjust curriculum to each student individually as needed. MAPS assessments are now in their second year of use, and the district has already found that the ability to adjust curriculum in real time to meet student needs across the achievement spectrum makes it a far more useful tool in real world application than MCAS has ever been.

### **Professional Development**

The district continues to provide professional learning to staff utilizing various resources. School-based administrators are working closely with their staff members and the central office to bring about building-specific professional development. Literacy and mathematics training is a focus at the Green Meadow and Fowler Schools to implement newly purchased curricular materials produced by CKLA and Amplify in ELA, as well as Carnegie in Mathematics. Maynard High School has finalized a “Vision of a Graduate” as part of its recertification work with the New England Association of Schools and Colleges (NEASC), designed to illustrate how well-prepared all Maynard High School students are as they move from high school to college, work, other post-secondary training or the military.

To better respond to all students' learning needs, the district has also implemented staff, student, and parent surveys with the professional assistance of the Education Commonwealth Project (ECP). ECP is a state grant-funded group housed at the University of Massachusetts at Amherst that provides top-flight, reliable, and valid survey instruments and data analytics support. All of these services are free of charge to districts. In Massachusetts, well over 10% of students across 25 districts now participate in ECP surveys, and the number continues to grow.

### **Student Learning**

We continue focusing on academic options and students' social and emotional needs as school systems do.

Over the past three years, we have significantly improved our English Language Arts and Mathematics curricula and supported these changes with extensive professional development for our teachers. Currently, a review process is underway to strengthen our curriculum, instruction, and documentation practices for English Learners and our world language offerings in French and Spanish.

The district continues to provide SEL-focused lessons taught by guidance counselors at Green Meadow Schools. At Maynard High School, student advisory groups remain to gather students and staff members around common interests and create additional pathways to form relationships with peers and trusted adults. Each school shares resources with parents, students, and staff. The district will continue focusing on these priority areas for all our students and families.

Maynard Public Schools continues to use the three pillars of our strategic plan as a guide to educate our students. The three pillars are Inclusive Practices that Support all Students, Superior Academic Experience, and Developing Global Citizens.

We look forward to continuing to focus on being culturally proficient, updating our curriculum at all buildings, expanding our offerings for Fowler Students, and pathways at the high school level. We recently added a Global Citizen Pathway for our high school students and are actively pursuing expanding course offerings in computer science, business/DECA, performing arts, and a Computer Science pathway.

Respectfully Submitted,

**Brian Haas**  
**Superintendent of Schools**

**Charles Caragianes**  
**Director of Curriculum**

## GREEN MEADOW ELEMENTARY SCHOOL

Green Meadow Elementary School is a wonderful place for our 465 students to grow and learn. 2024 has been a busy year marked by some big changes.

In June, 2024, we said goodbye to our principal, Robert Rouleau, and wished him a happy retirement after more than 35 years as an educator.

We are so grateful to the Maynard community for voting to build a new school to better serve our students in Preschool through Grade 3. In August, 2024, the first phases of construction got underway. In September, we held a Blast Party assembly to kickoff the blasting work that needed to prepare the site. The assembly was attended by all of our students and staff, Superintendent Haas, the Green Meadow Building Committee Chair, Jerry Colbert, as well as members of the Early Site Package construction team. Our students have thoroughly enjoyed learning about how schools are designed and engaging with the construction process.

### Preschool

Our preschool program enrolled 67 students from the Maynard community, approximately 30% of students receive special education services. The Green Meadow Preschool is an integrated program that is based on fundamental principles of how young children learn. We believe that all children can be successful and learn in a nurturing, supportive, and safe environment. Each day our instruction integrates activities for science, technology, engineering, arts, literacy and mathematics activities. Throughout each lesson students engage in social-emotional learning, including strategies for self-regulation and problem solving. The program includes rich literature that includes many different experiences and perspectives to understand the world we live in. Our program offers students a chance to be part of the Green Meadow community, making for a smooth transition to our kindergarten program.

In 2024, the preschool adopted a new research-based curriculum, the Frog Street Early Childhood, that teachers began implementing in September, 2024. This curriculum integrates thematic learning, core early academics, language development, social-emotional learning, and family engagement. This curriculum supports essential learning areas and aligns with both state and national standards.



### **Elementary, Kindergarten - Grade 3**

Each day we commit to being Kind, Safe, Learners at Green Meadow. This pledge embodies the Maynard Public Schools commitment to developing creative, curious, kind, empathetic, safe, and healthy global citizens in a developmentally appropriate way. It is the foundation of the work we do each day.

Over the course of the year, we have worked collaboratively with the school district to adopt evidence-based curriculum in both literacy and math. Our staff has engaged in professional development to support the curriculum implementation process. Through a grant from the Maynard Education Foundation, 22 staff members participated in professional development and coaching with Crafting Minds, an organization dedicated to literacy instruction grounded in the Science of Reading. Staff focused on delivering structured literacy instruction that focuses on effective strategies for supporting students with specific learning disabilities, including Dyslexia.

Some additional highlights from the year:

- We honored veterans from Maynard and surrounding communities with a gratitude parade and a performance by a Grade 3 Choir.
- Our Grade 2 teachers began an educational partnership with OARS (Organization for the Assabet River) to enrich science education.
- We celebrated Read Across America with a whole-school reading challenge and a Family Bingo for Books event.
- Our school counseling team worked with Elliott Counseling Services and Family Success Partnership to provide sustainable services to support students and families.
- The PTO sponsored community-wide events such as Trunk or Treat and the Country Jamboree.

### **Family and Community Engagement**

We are grateful to the Green Meadow community for their commitment to making our school a wonderful place to begin the school experience. We have close partnerships with the following organizations:

- Green Meadow Parent/Teacher Organization (PTO)
- Maynard Education Foundation (MEF)
- Special Education Parent Advisory Council (SEPAC)
- English Learner Parent Advisory Council (ELPAC)
- Maynard Food Pantry
- Family Success Partnership

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

- |  |                           |
|--|---------------------------|
| • Karen Lindquist, Principal and Chair | • Liz DeWallace, Parent   |
| • Kate Murray, Assistant Principal     | • Kristen Ferraro, Parent |
| • Lisa DiSalvatore, Staff Member       | • Liz Marcotte, Parent    |
| • Ann Duddy, Staff Member              | • Paul May, Parent        |
| • Viviane Viros, Staff Member          | • Julie Sutton, Parent    |
| • Kim Baldassaro, Parent               |                           |

Respectfully Submitted,

***Karen Lindquist***  
***Principal***

***Kate Murray***  
***Assistant Principal***

## **FOWLER SCHOOL**

Fowler School is a vibrant learning community comprising 480 talented young adults and 86 dedicated staff members, representing a wonderful blend of cultural backgrounds, languages, ethnicities, and learning styles. Students are encouraged to think critically about the diverse challenges they face. The Fowler community flourishes in an environment rich in leadership opportunities, inclusive practices, and a culture of empathy and respect.

Every student and staff member is an essential part of a complex community. With a strong focus on developing leadership skills in our students, we intentionally provide various opportunities for them to discover their strengths within our school. We offer a balanced mix of after-school activities, from our classrooms to our athletic fields. Below are a few examples of what Fowler has accomplished over the past year:

- Established a school store where students can engage in authentic real-life experiences.
- Established our first Math Fluency Bowl and the Pumpkin Reading contest.
- Expanded our partnership with Family Success Partnership (FSP) to be more creative in how we can help families and students.
- Implemented our first “Soup-er-Bowl,” a school-wide event to support the local food pantry.
- Two grades attended Nature’s Classroom- a learning experience where students attend a five-day residential learning program focusing on environmental science topics and social-emotional learning.
- Nominated our yearly Project 351 Ambassador student- “Ambassadors are from the 351 Massachusetts communities, and each year, one student from Fowler is invited to represent Fowler to “unite, act, and lead.”
- A mix of 15 students from grades 7 and 8 attended the Massachusetts Partnership for Youth “Becoming a Leader 2025: Middle School Student Conference.”
- Written and received various grants, including, but not limited to, Fowler’s grade-6 receiving a MEF grant for ancient hominoid artifacts.
- As a school, we received the Middle School Partnership Grant from the Department of Elementary and Secondary Education (DESE).

Fowler School proudly continues our tradition with the National Junior Honor Society (NJHS) program. This marks the sixth year of NJHS at Fowler, which serves as a feeder into the Maynard High School National Honor Society (NHS) chapter. Each year, seventh-grade students who achieve a cumulative grade point average of 90% or higher are invited to apply for NJHS membership. This year, 67 seventh-grade students qualified to apply and will be part of the 2025-2026 school year program.

Parent and community involvement is essential for fostering and sustaining a positive culture. Fortunately, We have strong relationships with several highly supportive groups crucial to what Fowler can provide for our students. These groups contribute in various ways, from supporting

school-wide initiatives to assisting individual classrooms. Their contributions include, but are not limited to:

- Fowler Parent/Teacher Organization (PTO)
- Maynard Education Foundation (MEF)
- Special Education Parent Advisory Council (SEPAC)
- English Learner Parent Advisory Council (ELPAC)

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

- |                                     |                                  |
|-------------------------------------|----------------------------------|
| • Keith Kinney, Principal and Chair | • Katherine Krasinski, Faculty   |
| • David Snyder, Assistant Principal | • Hilary D’Amato, Parent         |
| • Cheri Murphy, Faculty             | • Heather O’Brien, Parent        |
| • Mike Fedore, Faculty              | • Rick Kilpatrick, Parent        |
| • Regan Thompson, Faculty           | • Adam Payne, Parent             |
| • Tammy Peralta, Faculty            | • Denise Hatch, Community Member |

Respectfully submitted,

***Keith Kinney***  
***Principal***

***David Snyder***  
***Assistant Principal***

## **MAYNARD HIGH SCHOOL**

### ***Core Values, Beliefs, and Vision of the Graduate***

*Our Vision is rooted in our Core Values:  
Respect, Understanding, Responsibility, and Trust*

### ***Vision Statement***

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

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

### ***Maynard High School Graduates Can:***

- Self-advocate, demonstrate self-respect, and make positive decisions
- Work effectively with others by communicating and collaborating while demonstrating respect for different perspectives
- Speak and write academically and professionally
- Demonstrate problem-solving skills, apply knowledge, think critically and creatively
- Synthesize information and develop a coherent argument
- Access, utilize, and gain proficiency in evolving technologies
- Function as engaged and active citizens

## Overview

The graduation of the Class of 2024 was held outdoors on Alumni Field on June 7, 2024. The ceremony was well attended by the families, friends, and supporters of the Class of 2024.

Valedictorian Megan Ray and Salutatorian Hannah Larkin were among the 76% of graduates going on to further education and training at colleges and universities, including, but not limited to the following: American University, Boston College, Babson College, Bentley University, Clemson University, Syracuse University, the University of New Hampshire, UMass Amherst, Middlesex Community College, Boston University, UMass Lowell, Pennsylvania State University, Worcester State University, Framingham State University, and Clark University. The remaining 24% of our graduates had post-graduate plans including trade schools, military service, or directly entering the workforce.

## Graduated Students 2024

Al-Araj, Shakir	Gois, Gabriel	O'Brien, Sophia
Alford, Lauren	Gomes, John	O'Leary, Connor
Alford, Sarah	Gonzalez Orellana, Alvaro	Ozturk, Eray
Atonio, Sidney	Gonzalez, Ixabel	Pfleegor, Luke
Banegas Sanabria, Maylin	Heinonen, Amelia	Pitas, Mikayla
Barron, Henry	Hickey, Evelyn	Pizzuto, Talia
Brown, Joseph	Hillstrom, Lucy	Popovic, Pepper
Champeon, Natalie	Jeannotte, Abigail	Ray, Megan
Chiodo, Laura	Jones, Taylor	Ruiz, Jaden
Chiodo, Nina	Kelley, Julia	Salguero, Josselyn
Clark, Damon	Kells, Monica	Silkes, Megan
Claudino, Rafaela	Larkin, Hannah	Smith, Sylvia
Clements, Helen	Leahy, Sean	Solomon Rohr, Lula
Concepcion Diaz,	Lenicheck, Harold	Sullivan, Amanda
Juleydimar	Llewellyn, Liam	Sullivan, Zoe
Cryan, Emma	Malioneck, Anna	Sullivan-Dale, Henry
Dankievitch, Justin	Mancini, Gavin	Swartz, Lazaro
Donahue, Aidan	McLaughlin, Ryan	Terrell, Daniel
Dreskin, Blake	Miki, Joy	Thomas, Mackenzie
Dupraw, Anne	Mojica, Bria	Ullrich, Elizabeth
Edwardsen, Elise	Mora, Brandon	Vidal, Isaac
Farah Marcano, Violette	Moriarty, Alysia	Waguespack, Lily
Gilligan, Tessa	Mullaney, Kayla	Weig, Joshua
Giunta, Brianna	Nauseda, Connor	

Maynard High School continues to provide its students with a high-quality academic experience with a rich range of electives and opportunities for advanced study. In March of 2024, this was reinforced by a very successful NEASC accreditation visit. We learned over the summer that Maynard High School has achieved all foundational elements, and is fully accredited for the next ten years. More good news followed in September, 2024, when Maynard High School was named a School of Distinction by DESE based on progress toward state accountability goals.

Our Chapter 74 Vocational Program in Radio & Television Production allows Maynard High School to take full advantage of our industry-standard radio and television production facilities throughout

the school day, joining our award-winning after-school WAVM club. Our Computer Science Innovation Pathway began formally admitting students in September, 2024. In November, 2024, we learned that our application for a second Innovation Pathway in Business and Finance is moving forward towards approval in 2025.

The Global Scholars Program had a successful third year in 2024; students enhanced their study of World Languages with travel, service, and cultural activities. They will be eligible to earn a special certificate at graduation.

Maynard High School continues to see an increasing number of students completing the requirements for the Massachusetts Seal of Biliteracy demonstrating high-level proficiency in both English and another language in reading, writing, and speaking. The Seal is affixed to our graduates' official transcripts and certifies their impressive ability in multiple languages. We anticipate the number of students meeting the requirements for the Seal of Biliteracy will continue to climb as students who have experienced the District's Spanish Immersion program are now attending Maynard High School in grades 9-12.

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

### **Extracurricular Activities**

Our students also have the chance to participate in a wide range of extracurricular activities including music through band, chorus, Wind Ensemble, Jazz Ensemble, and Madrigals, as well as theater through our Spring Musical, *Annie*.

Our school chapter of the Massachusetts Association of Student Councils regularly reviews the needs of Maynard High School. The Student Council took an extremely active role over the past year, leading activities designed to bolster school spirit and enhance the school climate for all students.

Other clubs that meet regularly include WAVM, Young Republicans and Young Democrats, Mock Trial, Quiz Show Team, Amnesty International, Young Authors, Peer Leaders, and many more. Opportunities for student leadership and the chance to become engaged community members while building citizenship and service to the community exist within all of these varied programs.

### **Athletics**

The Maynard Athletic Department has continued its tradition of success. This year the Athletic Department continues under the leadership of Athletic Director Michael Arria. Highlights of the 2024 athletic year:

- The 2023-24 MHS Boys Basketball team finished the season at 14-6 and entered the Division 5 State Tournament as the #4 seed. Unfortunately, they lost in the Round of 32 to #36 Minuteman Regional by a score of 61-59.

- The 2023-24 MHS Girls Basketball team finished the season at 9-11 and entered the Division 5 State Tournament as the #7 seed. They advanced all the way to the Round of 8 where they lost to a very strong #2 West Boylston by a score of 63-43.
- The 2024 MHS Baseball team finished the season at 10-9 and entered the Division 5 State Tournament as the #16 seed. They advanced to the Round of 16 where they lost to the #1 Georgetown by a score of 9-0.
- The 2024 MHS Softball team finished the season at 13-7 and entered the Division 5 State Tournament as the #9 seed. They advanced to the Round of 16 where they lost to #8 Tahanto by a score of 4-3 in extra innings.
- The 2024 MHS Golf team finished the season at 8-5, qualifying for the Division 3 Central Tournament as a team where they placed 2nd. The 2nd place finish in the Sectionals qualified them for the Division 3 State Tournament, where they placed 10th.
- The 2024 MHS Field Hockey team finished the season at 16-2, winning the Midland Wachusett D League Championship, and entered the Division 4 State Tournament as the #11 seed. Unfortunately, they lost in the Round of 32 to #22 Saint Paul Diocesan by a score of 3-1.
  - During the season, Junior Calleigh Currier became just the second Field Hockey player in Maynard High School history to eclipse the 100 point mark.
- The 2024 Maynard/AMSA Football team finished the season at a 4-4 and entered the Division 6 State Tournament as the #14 seed. In the Round of 16, they lost to defending State Champions #3 Fairhaven by a score of 49-14.
  - Senior Quarterback Dylan Gallo finished the season #1 in the State in passing yards and touchdowns, completing his terrific High School Football career with Maynard High School records in passing yards, passing touchdowns, and overall touchdowns, along with being the all-time Central Massachusetts leader in passing yards and touchdowns. He is ranked #6 in the State in career passing yards, and #8 in the State in career passing touchdowns.
- The 2024 MHS Boys Soccer team finished the season at 10-4-4 and entered the Division 5 State Tournament as the #5 seed. They advanced to the Round of 8, where they lost to #4 Dearborn STEM 1-0 in penalty kicks.
- The 2024 MHS Girls Soccer team finished the season at 8-7-3 and entered the Division 5 State Tournament as the #5 seed. They advanced to the Round of 8, where they lost to #4 Georgetown by a score of 2-0.
- The 2024 MHS Boys Cross Country team finished the season at 6-3. They also finished 2nd in the Midland Wachusett League Meet and 7th in the Division 3 Sectional Qualifier Meet, which qualified them for the Division 3 State Championship Meet where they finished 18th overall.
- The 2024 MHS Girls Cross Country team finished the season at 3-5. They finished 4th in the Midland Wachusett League Meet before the Division 3 Sectional Qualifier Meet where they unfortunately did not place high enough to qualify for the Division 3 State Championship Meet.
- Many Maynard student-athletes were recognized as league All-Stars and Central Mass All-Stars.

Special thanks go out to the Booster Club for their support whenever asked. Thanks also go out to the Athletic Hall of Fame for the continuing support of Maynard High School athletic programs. These

organizations continue to fund scholarships to athletes who cannot pay activity fees at Maynard High School and the Fowler School.

### **WAVM**

The WAVM program continues to be a great asset for both the school system and the entire Maynard community.

The program has almost 100 students from grades 6-12 participating in the after-school program led by a full-time faculty member and full-time secretary. WAVM held its annual Beacon Santa Telethon in December, 2024, and raised over \$38,000.00 for children and families in need in the greater Maynard area.

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

### **Technology**

At this time technological infrastructure at Maynard High School continues to be sound. Every student has a chromebook to use for learning purposes. Teachers have a variety of technologies to help them facilitate their teaching. The District's Technology Committee continues to work closely with Maynard High School to help ensure that our students have access to the state-of-the-art technology so essential to education in the 21st Century.

### **International Travel**

Students at Maynard High School continued their international travel with an exchange trip to Spain in February, 2024. Students also hosted exchange students from Spain here in Maynard in October, 2024.

### **Governance & Support Groups**

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

#### **School Council Members 2024-2025**

Elizabeth York, Principal and Chair  
Luke Pfleeger, Student  
Lula Solomon-Rohr, Student and Secretary  
Regan Thompson, Teacher  
Orian Greene, Community Member  
Ellen Duggan, Community Member

Karen Ross, Community Member  
Leslie Knight, Parent  
Jay Murray, Parent  
Nichole Karlon, Parent  
Renee Lilley, Parent  
Alex Waldron, Parent

In addition to the members of the School Site Council, a major thank you goes out to the Maynard High School PTO, The Maynard Education Foundation, The Boys & Girls Club of Maynard, the Boosters Club, Friends of Tiger Football, the Maynard Music Association, the Friends of WAVM, our Senior Project Steering Committee, our Chapter 74 Radio & Television Program Advisory

Council and our countless adult and student volunteers. Without these groups and individuals, Maynard High School would be a much less vibrant place.

Respectfully submitted,

***Elizabeth A. York***  
***Principal***

***Olga Doktorov***  
***Assistant Principal***

## **STUDENT SERVICES**

The primary responsibility of the Student Services Department's teachers, professional staff, and administration is to coordinate the delivery of Special Education services, for all eligible students aged 3 to 22 attending Maynard Schools, as well as those placed in out-of-district settings. The department's administration and staff also assist school principals with service delivery and programming for preschool, nursing, counseling, Section 504 of the Rehabilitation Act, and students identified as homeless, in foster care, or connected to the military.

The teachers, professional staff, and administration of Maynard Public Schools are committed to providing a continuum of special education support and services within each school. In line with federal and state regulations, we offer services to students with diverse learning needs in special education. Each student receiving special education services has an Individualized Education Program (IEP) specifically developed by an IEP team. The IEP outlines how students will receive a Free and Appropriate Education (FAPE) in the Least Restrictive Environment (LRE).

The Massachusetts Department of Elementary and Secondary Education (DESE) recently updated the IEP form. These changes aim to enhance the educational outcomes and experiences of students with disabilities in the Commonwealth. They also seek to provide opportunities for families, schools, and districts to collaborate in building better systems that more effectively support students with disabilities.

The special education providers and professionals at Maynard Public Schools have devoted many hours to professional development to understand the new IEP, emphasizing collaboration to develop the most effective IEPs for each student. Our commitment is to prioritize both the student's short-term and long-term goals while integrating their unique vision into the IEP process. We also value and encourage parent input to strengthen our collaborative efforts.

### **Student Mental and Physical Health**

Prior to COVID March 2020, students were showing increasing mental health challenges across the US which has continued over the past 4 years. The Maynard mental health team consisting of school counselors, school psychologists and nurses has addressed these increasing needs by expanding in-class and outreach counseling and nursing services. We have coordinated with outside mental health agencies to provide wrap-around services for several of our more involved families and invited agencies to work with students in school thus overcoming the transportation barrier some families have in getting their children to agencies after school. We now provide expanded push in mental health/self-awareness activities to students in general education settings and created programming at the high school to address chronic absenteeism. At Maynard High we continue to offer our OASIS post hospitalization program with ongoing successes for students and their families. Lastly, our nursing staff of four licensed RNs continues to provide daily, continuous support in school and on field trips for students with and without complex mental health and / or physical health needs. They



are also active participants at student / family meetings where complex student mental and physical health needs are discussed and planned for.

Respectfully submitted,

***Heather Newman***  
***Director of Student Services***

## SCHOOL TECHNOLOGY

### **Maynard Public Schools Technology Department Overview**

The Maynard Public Schools (MPS) Technology Department is dedicated to enhancing student learning by ensuring equitable access to technology, fostering student engagement, and enriching teaching across all grade levels and subjects. Over the past year, the department has prioritized several key initiatives, including:

#### **1:1 Device Program**

Our commitment to providing each MPS student with a personal learning device remains strong. We continue to follow a structured three-year Chromebook replacement cycle to ensure students have access to up-to-date technology.

#### **Digital Tools Integration**

The department has sustained and expanded the implementation of various digital tools and applications to support instruction, assessment, student engagement, data analysis, and parent-teacher communication. This year, we introduced new platforms such as the Carnegie Math program and ReachMyTeach, the latter of which enhances communication with families who speak foreign languages.

#### **Safety & Security Enhancements**

- **Enhanced 911 Compliance:** We upgraded the district's phone system to align with federal E911 regulations, ensuring emergency responders can accurately identify the exact building and room from which a 911 call originates.
- **Security Camera Expansion:** The district's CCTV system has been enhanced with the addition of approximately 27 new security cameras, increasing overall visibility and campus safety.

Respectfully submitted,

***John Calabresi***  
***Director of Technology***



# Municipal Services

## OVERVIEW

### Staff:

Steven Silverstein.....	Executive Director of Municipal Services
Richard Asmann.....	Building Commissioner
Wayne Caldwell.....	Alternate Plumbing & Gas Inspector
Moirra Carter.....	Public Health Nurse
Jim Downing.....	Assistant Inspector of Wires
Danielle Edmonds.....	Food Inspector
Julia Flanary.....	Conservation Agent / Assistant Town Planner (Through December 2024)
Ivan Kwagala.....	Health Director (Through December 2024)
Peter Morrison.....	Inspector of Wires
Bill Nemser.....	Planning Director
Zoe Piel.....	Administrative Assistant
Adam Sahlberg.....	Plumbing & Gas Inspector

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

Long-term planning, conservation and environmental protection, construction permitting, and the inspection of properties are all important to the development of a safe, healthy, and vibrant community. OMS strives to ensure that those who do business in and with the Town receive prompt, courteous, and knowledgeable service. We strive to maintain the core services that our residents and businesses expect, and to build upon implemented initiatives to improve current practices and increase financial and logistical efficiency.

### Office of Municipal Services 2024 Highlights

- Welcomed and provided guidance to hundreds of Maynard residents and other visitors
- Led the sale of municipal real estate and surplus property at 1 Summer Street (former Town of Maynard Fire Station)
  - Sale of property to real estate developer for \$101,001.00
  - Surplus fire department goods sold for a total of \$4,348.50
- Obtained the following financial and technical assistance grants:
  - MassWorks Infrastructure Program (Powder Mill sewer pump station improvements) - \$500,000.00
  - MassDOT Shared Streets and Spaces Program (equipment for Minuteman Regional Bike Share with the Towns of Acton, Concord, and Lincoln) - \$187,450.00

- Commonwealth of Massachusetts Community Compact Grant for Economic Development (creation of a Town marketing plan) - \$50,000.00
- MassHousing Commercial Conversion Initiative (analysis and assessment of existing buildings in the Downtown and their ability to be converted to mixed use, i.e. residential and commercial) - \$25,000.00
- Massachusetts Downtown Initiative Technical Assistance Program (analysis of Main Street to improve traffic flow, a.k.a. “road diet”) - \$25,000.00
- Massachusetts Housing Partnership technical assistance (support to the town’s planning efforts to comply with Chapter 40A Section 3A, a.k.a. the “MBTA Communities” law) - \$20,000.00
- Hosted internships for:
  - A Maynard High School student working on their senior project
  - Two Boston University graduate students working towards their master’s degrees in public health

Respectfully submitted,

**Steve Silverstein**  
*Executive Director of the Office of Municipal Services*

## BUILDING DIVISION

### Report of the Building Commissioner

Building activity continued strong in 2024. Compared to 2023, the Total Value of Construction was up 31.8%, however total Building Permits declined 5.7%. Total Value of Construction was up 12.6% from the previous five years and up 3.2 % from the previous 10 years. Residential Value of Construction declined 3.8% from 2023 but was still up 15.7% from the previous 10-year average. Three Permits were issued for 1- or 2-family dwellings, but all were re-builds, further evidence that Maynard has run out of land for new single-family dwellings and will trend toward teardowns and multi-family developments. The proposed extension of the Powder Mill Overlay Districts should facilitate future multi-family growth. Buildout of the shell at 115 Main records as a Commercial Permit even though it has 26 dwelling units, as it is Mixed Use. 12 Bancroft is also considered Commercial although it is a Change of Use to 12 new dwelling units. Commercial Value increased 97.9% from 2023 but still down 3.7% from the previous 10 years. The only new Commercial Building was a shell to be built out as Tractor Supply and Michaels. Value of Residential Construction remains steady due to rooftop solar, and insulation permits.

Projects completed in 2024 include Brightpath, Radiance Eye Care, Dominos, and a storage warehouse for Open Table. It is encouraging that most buildings on Digital Way now have full rooftop solar. The Permit summary below has been streamlined so that Residential and Commercial Alterations shall include additions, repairs, roofs, siding, windows, decks, solar panels, demolition and associated accessory structures. Sheet Metal/Mechanical Permits are both residential and commercial, with residential 37% of that value. I would like to thank our Plumbing, Gas and Wiring Inspectors and our alternate Inspectors for their dedication. Finally, I would like to take this opportunity to remind the residents of Maynard that a Building Permit and an approved inspection are required prior to the use of a wood or pellet stove. Proper venting of these may prevent fatalities. Fees for these are kept nominal to encourage compliance.

<b>Annual Report of Building Permits by Type of Construction 2024</b>			
<b>Type of Construction</b>	<b>Permits</b>	<b>Construction Value</b>	<b>Fees</b>
New 1 or 2 Family Dwellings	3	\$1,204,913.00	\$14,459.00
New Multi-Family Dwellings	0	\$0.00	\$0.00
Residential Additions/Alterations	449	\$10,209,534.00	\$127,192.00
Wood/Pellet Stoves	5	\$9,900.00	\$210.00
Sheet Metal / Mechanical	31	\$1,034,933.00	\$14,157.00
Temporary Tents	5	n/a	\$175.00
Signs	10	\$39,633.00	\$1,300.00
Commercial Alterations/Repairs	40	\$11,641,466.00	\$163,699.00
Commercial New Buildings	1	\$2,139,990.00	\$29,960.00
<b>Total 2024</b>	<b>544</b>	<b>\$26,280,369.00</b>	<b>\$351,152.00</b>

Respectfully Submitted,

***Richard A. Asmann***  
***Building Commissioner***

#### **Plumbing & Gas Inspector**

I have enjoyed serving the Town of Maynard in the capacity of Plumbing and Gas Inspector. I want to thank the Select Board, the Maynard Community and the Office of Municipal Services for their partnership and continued support in helping me to execute my responsibilities. I look forward to serving another year in the community.

- 249 Plumbing permits issued in 2024.
- 176 Gas permits issued in 2024.

Respectfully submitted,

***Adam Sahlberg***  
***Plumbing and Gas Inspector***

#### **Inspector of Wires**

It has been my pleasure to serve the Select Board, the Maynard community, and the Office of Municipal Services.

Electrical Permits Issued 2024: 409

Respectfully submitted,

***Peter Morrison & James Downing***  
***Inspector of Wires***

### Sealer of Weights and Measures

The Sealer of Weights & Measures is responsible for inspecting all devices used to sell products or goods by weight or measure. This includes fuel pumps (mainly those dispensing gasoline & heating oil), electronic registers, scales, and taxicab meters. Most are sealed annually, some bi-annually. The Sealer has state-certified weights and fuel testing devices for use in carrying out these inspections and is certified by the state as qualified to perform the inspections. If an inspection indicates an error in a device, the Sealer will correct it by adjustment if possible. If not, the device will be marked with a tag labeled "Not Sealed," and is to be taken out of use by the vendor until it has been repaired and re-inspected by the Sealer. Beginning in calendar year 2015, the Town contracted with the Commonwealth of Massachusetts Department of Standards to perform this service. In 2024, the following sealings were successfully completed:

Business Name	Device	Quantity
bp	Gas Meter	18
CVS Health	Scale	1
Cumberland Farms	Gas Meter	18
Jimmy's Garage	Gas Meter	16
Market Basket	Scale	43
Mobil	Gas Meter	26
Art's Specialties	Scale	2
Butler Lumber Co.	Scale	1
Rise Cannabis	Scale	1
Mass Wellspring	Scale	1
Assabet Food Co-Op	Scale	6
Family Delicatessen	Scale	1

## PUBLIC HEALTH

### Board Members

Kathy McMillan.....	Chair
Lisa Thuot.....	Clerk
Maura Flynn.....	Member

The Board of Health is responsible for a wide range of health and environmental concerns, including 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 Massachusetts Virtual Epidemiologic Network (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, and 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 renewable overlapping three-year terms.

### **Licenses & Permits**

<b>TYPE OF PERMIT</b>	<b>ISSUED</b>
Dumpster Permit – Business/Residential	41
Food Establishment	64
Funeral Director	0
Public or Semi-Public Pool Operation	3
Recreational Camp for Children	1
Septage Hauler	3
Solid Waste Hauler	3
Tanning Equipment	0
Temporary Food Establishment	29
Tobacco Application	3
Tobacco Application	15

### **Food Program**

<b>CATEGORY</b>	<b>NUMBER</b>
Food Inspections Routine	88
Re-Inspections	7
Hearings	0
Plan Reviews/Pre-Openings	4
Change of Owner Meetings	3
Complaints	5
New Establishments	9
Foodborne Illness	0

### **Sharps Collection**

The Board of Health sharps disposal program continues to be successful, with many residents taking advantage of the sharps disposal kiosk located in front of the Maynard Police Department at 195 Main Street. This program, which is encouraged by the Massachusetts Department of Public Health and the Massachusetts Department of Environmental Protection, aims to prevent accidental “needle sticks” that may endanger those working in solid waste management.

### **Emergency Preparedness**

The Board of Health continued to serve as the Town’s designated focal point for emergency planning. This involved advocating to the Massachusetts Department of Public Health for requests expressed by the resident volunteers of the Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC).

The Maynard Medical Reserve Corps/Citizens Reserve Corps (MRC) is a volunteer group consisting of both medical and non-medical volunteers who are focused on supporting the Town in local emergency management responses to natural and man-made disasters. MRC volunteers receive training from the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA) in Incident Command System (ICS) and National Incident Management System (NIMS). As with any volunteer organization, recruitment is an ongoing process. For those interested in serving the town in this capacity, more information can be found on the town’s website.

### **MetroWest Shared Public Health Services**

In 2024 Maynard was part of MetroWest Shared Public Health Services (MWSPHS), which was created through a grant from the Commonwealth's Public Health Excellence program. Other participating municipalities include Ashland, Framingham, Hopkinton, Hudson, Medway, Milford, Millis, and Natick. MWSPHS aims to create regional shared public health services and improve local public health capacities. Hudson serves as the lead municipality, overseeing the grant management and administrative functions. Each municipality’s health director serves on the Advisory Board to ensure equal participation in decision-making. The goal is to enhance public health services and improve

health outcomes across the participating communities through shared resources and cooperative governance. Maynard benefits from MWSPHS in shared services like nursing, environmental inspections, community health work, training, etc. On October 15, 2024, the Select Board renewed the inter-municipal agreement for Maynard to continue its participation in MWSPHS.

### Public Health Nursing

The Public Health Nurse aims to prevent disease, reduce health risks, and support community health. Public Health Nursing services include communicable disease case management and surveillance. In 2024, the Public Health Nurse in partnership with the Massachusetts Department of Public Health tracked 328 cases of reportable infectious diseases among Maynard residents using MAVEN. This year the Public Health Nurse worked with two interns from Boston University School of Public Health and other community partners to support the design and dissemination of a survey for the Maynard Public Health Division's Community Health Needs Assessment (CHNA), which surveyed 354 residents. The CHNA helps to identify health needs and priorities for the community. Health communication efforts included presentations on health topics at the Council on Aging and a dedicated Public Health Nurse webpage highlighting health news and resources. Mental health initiatives included participation in Emerson Hospital's Mental Health Working Group and support for the "Yellow Tulip Project" to reduce stigma around mental health. Vaccination efforts included influenza (flu) and COVID-19 clinics for residents, Town employees, and homebound residents in partnership with local pharmacies and the State. At Maynard Fest in October, the Public Health Nurse hosted a table on behalf of the Maynard Public Health Division advertising the CHNA and upcoming vaccination clinics and giving away health-related freebies. The Public Health Division continues to order and distribute free COVID-19 at-home test kits from the following locations: the Public Health Division within the Office of Municipal Services, Council on Aging, Maynard Public Library, and Open Table.

Disease	# of Cases*
Group A streptococcus	1
Group B streptococcus	1
Hepatitis B	18
Hepatitis C	2
Influenza	63
Malaria	1
Novel Coronavirus (SARS, MERS, etc)	170
Pertussis (and other Bordetella species)	1
Salmonellosis	3
Shiga toxin producing organism	1
Shigellosis	1
Streptococcus pneumoniae	4
Tuberculosis Disease	1
Latent Tuberculosis Infection	19
Contacts of Tuberculosis Disease	6
Varicella	2
<b>Tick-borne Disease</b>	
Babesiosis	3
Human Granulocytic Anaplasmosis	2
Lyme Disease	28

Powassan virus infection	1
Total Tickborne Diseases	34
Total Reportable Diseases in Maynard in 2024	328
*includes confirmed, probable, and suspect cases	

### Coronavirus Disease 2019 (COVID-19)

Due to staff work turnover, the Board of Health, through MetroWest Shared Services, has been acknowledging and monitoring cases of COVID-19 in 2023 but has yet to investigate them. The board continuously updates COVID-19 information and resources on the public health division home page, such as vaccine recommendations and test kits. Lastly, the Board of Health has been distributing COVID-19 test kits to the town residents and responding to isolation and quarantine questions.

### Personnel Changes

On April 28, 2024, the Maynard Board of Health appointed Dr. Ryan Kring as a physician for BOH as per its authority under M.G.L. Chapter 111, § 27. Dr. Kring will serve in an unpaid capacity and be responsible for issuing standing vaccine orders for the Town and providing guidance to the BOH when needed. Jodi Larkin stepped down as a Board of Health member, and Maura Fynn was appointed to fill the vacancy. In 2024, we said goodbye to Health Director Ivan Kwagala who served for two years. We thank Jodi and Ivan for their efforts and investment in Maynard's public health.

Respectfully submitted,

**Steve Silverstein**

**Executive Director of the Office of Municipal Services**

### East Middlesex Mosquito Control Project

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

The following weather and mosquito activity report was prepared by EMMCP's Entomologist, Doug Bidlack, PhD.

*According to NOAA, 2024 was the third warmest year recorded for Middlesex County, Massachusetts since 1895. Last winter (2<sup>nd</sup> warmest), spring (4<sup>th</sup> warmest), summer (3<sup>rd</sup> warmest) and fall (6<sup>th</sup> warmest) were all very warm. Precipitation for last winter (5<sup>th</sup> wettest) and spring (6<sup>th</sup> wettest) were both very wet in 2024, but the summer was drier (0.88" less than normal) and fall was very dry (6<sup>th</sup> driest). The six-month period from June through November was the tenth driest ever recorded and the driest in Middlesex County since 1965.*

*As in 2023, the total mosquito population was well above normal (164% of the average from 2000 to 2023) for 2024. The wet year we had in 2023 extended through the winter and into May of this year. All of this precipitation led to above average spring Aedes populations (108% of normal) but they were not as high as we anticipated. Our populations of Ae. abserratus, Ae. provocans, Ae. excrucians and Ae. stimulans were all much lower than normal. This continues a long-term downward trend for each of these species in spite of the favorable precipitation over the last couple of years. The low numbers for these aforementioned spring Aedes mosquitoes were balanced by close to average populations of Ae. canadensis (92% of normal) and Ae. cinereus (83% of normal) as well as very*



high numbers of *Ae. aurifer* (412% of normal) and *Ae. thibaulti* (188% of normal). Our summer floodwater mosquitoes, *Ae. vexans*, *Psorophora ferox*, *Ae. sticticus* and *Ae. trivittatus*, were very low (5% of normal) due to the hot, dry summer. We expected a difficult EEE year in 2024 because of the reemergence of EEE in Massachusetts with high populations of *Culiseta melanura* and *Coquilleltidia perturbans* in 2023. We were not disappointed. We collected record high numbers of *Cs. melanura* (326% of normal) and *Cq. perturbans* (252% of normal) and we had 13 pools of mosquitoes test positive for EEE which crushed our old record of three EEE mosquito positives in 2012. Eight of the EEE positives were from *Cs. melanura* pools, three were from *Culex salinarius* pools and there was one each from pools of *Cq. perturbans* and *Ae. vexans*. Luckily, we had no human cases of EEE from our district, but there was a human case from Acton which is adjacent to both Sudbury and Concord. Our *Cx. pipiens/restuans* numbers in gravid traps were a little lower than normal (76% of average) but the 29 WNV positive pools in our district were a little higher than normal (117% of average from 2004 to 2023). Two recent mosquito species in our district, *Anopheles crucians* and *Ae. albopictus*, continued to become more abundant and widespread. *Anopheles crucians* was collected from our district for the second consecutive year. In 2023 we found 88 *An. crucians* in 10 of our cities and towns while we found 378 this year in an additional three communities. At the end of 2023, *Ae. albopictus* had been found in five cities and towns within our district: Brookline, Cambridge, Everett, Medford and Stoneham. In 2024 we added Arlington, Belmont, Malden, Melrose, Wakefield and Watertown to our list of communities with this mosquito. A measure of the abundance of *Ae. albopictus* in our district over time can be seen by the increase in the number collected in gravid traps from 2022, when we collected our first specimen in a gravid trap, to 2024. Only one *Ae. albopictus* was collected in our gravid traps in 2022, four were collected in 2023 and 28 were collected in 2024. There is little doubt that the abundance and distribution of *An. crucians* and *Ae. albopictus* within our district and beyond will continue to increase. ~ Doug Bidlack

The adult mosquito surveillance program monitored mosquitoes from 13 trap collections, and certain mosquito species were tested for West Nile virus (WNV) and Eastern Equine Encephalitis (EEE). No WNV or EEE was found in Maynard during 2024.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (Bti) and *Bacillus sphaericus* (Bsph), which are classified by the Environmental Protection Agency (EPA) as relatively nontoxic. Field crews applied a larval control product containing Bsph to 720 catch basins in Maynard. In Massachusetts, *Culex pipiens/restuans* mosquitoes are found in catch basins and are the primary vectors for WNV. Using a helicopter contractor, Bti was applied to 28 acres of large wetland areas to help reduce the amount of spring species. Due to EEE being found in nearby communities, a targeted effort to reduce mosquito populations was conducted at 3 locations.

The EMMCP's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcpl/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,

**Brian Farless**  
**Superintendent, EMMCP**

## CONSERVATION COMMISSION

### ***Board Members:***

Susan Erickson.....	Chair
Steve Smith.....	Vice Chair
M. John Dwyer.....	Member
Sarah Measures.....	Member

The Conservation Commission is responsible for the preservation, acquisition, and stewardship of open space; administration and enforcement of state and local wetland regulations and bylaws; review and approval of stormwater management under the local bylaw; monitoring and oversight of ongoing projects; and public education. The Commission meets twice a month on the second and fourth Tuesdays.

### **Conservation Commission 2024 Highlights**

- The Conservation Commission held 18 meetings in 2024, meeting completely remotely via Zoom.
- The Conservation Commission issued three Orders of Conditions, six Determinations of Applicability, one Stormwater Bylaw permit, and five Administrative Approvals. The Conservation Commission also issued two Notices of Violation.
- The Conservation Commission redesigned Ice House Landing Conservation Land adding native plants, creating swales for stormwater run-off, reconfiguring the picnic area, and adding new signage and seating. The Self-Serve Kayak Rental Station continued to be successful, generating \$6,715.00 from 724 rentals.
- The Conservation Agent continued her work on a beaver mitigation project along the riverbanks of Assabet River near Ice House Landing.

The Conservation Commission anticipates an even more exciting and productive 2025 and hopes to: improve the management and care of its open space land; expand the beaver mitigation program through a partnership with the Watershed Organization for the Sudbury, Assabet, and Concord Rivers (OARS); continue improving trail networks, and; further promote public education on important environmental issues that affect the Town.

Respectfully Submitted,

***Susan Erickson***  
***Conservation Commission Chair***

***Julia Flanary***  
***Conservation Agent/Assistant Town Planner***

## PLANNING & ZONING

### *Planning Board*

#### Members:

Chris Arsenault	Chair
Natalie Robert	Vice Chair
Bill Cranshaw	Member
Jeff Black	Member
Chris Kline	Member

The Planning Board typically meets twice a month and considers a variety of applications including Special Permits, Subdivision Approval, and Site Plans. The Board continues to implement Master Plan goals and initiatives into decision-making and outcomes. The Board recognizes that change needs to be inclusive and well-managed; it will continue to strongly emphasize public participation and communication based on the belief that engaging with our community early and often is paramount to Maynard’s desire for growth and progress. The level of experience on this Board is immense. Maynard is fortunate to have these dedicated volunteers provide their expertise to help the Town carefully—but steadily—move forward.

Jim Coleman, our long time Planning Board member and former Chairman (and Town Moderator), stepped down from the Planning Board in 2024 after serving periodically over the last 50 years! The Planning Board is extremely grateful to Jim for his unselfish work and presented him with a commemorative plaque celebrating his invaluable contributions.

#### **Planning Board 2024 Highlights**

In 2024 the Planning Board engaged in numerous initiatives:

- **District Compliance Determination for MBTA Communities under Section 3A of the Zoning Act (Section 3A):** The Planning Board is proud to announce that the Executive Office of Housing and Livable Communities (EOHLC) has determined that Maynard is compliant with Section 3A of the Zoning Act, as it finds that Maynard meets, or exceeds, the requirements of Section 3A and its Compliance Guidelines. Maynard is now eligible for several grants from the Commonwealth for infrastructure upgrades and other improvements. This effort required cooperation and collaboration from many stakeholders and committees and the Planning Board is grateful for all the assistance from so many in the Town to get Maynard across the finish line.
- **Powder Mill Road Corridor Initiative:** The first of the Powder Mill Road Overlay Subdistricts, PMOD-A, was officially implemented. PMOD-A encompasses all of Maynard’s “MBTA Community” designated district. The remaining PMOD subdistricts are being developed by the Planning Board and are expected to be implemented in 2025.
- **Continued Collaboration:** The Planning Board continued working with other Town boards and committees to implement goals of the Town Master Plan. This approach has allowed the entire Town to benefit from Planning Board activities. Funding was provided for trees, landscaping, signage, and other public improvements resulting from Planning Board applications.
- **Zoning By-Laws:** The Board remains committed to actively evaluating the efficacy of our Zoning

By-laws to implement Master Plan goals. The board carefully considers any changes proposed but is ready to initiate amendments whenever they believe it is in the Town’s best interest to do so. For example, the Planning Board brought four articles to the Spring Town Meeting, all of which were approved.

Respectfully Submitted,

**Bill Nemser**  
**Planning Director AICP, LEED AP**

## ***Zoning Board of Appeals***

### Members:

Paul Scheiner.....	Chair
Page Czepiga.....	Member/Vice Chair
Leslie Bryant.....	Member
John Courville.....	Member
Jerry Culbert.....	Member
Brad Schultz.....	Alternate

The Zoning Board of Appeals (ZBA) meets monthly to consider requests for variances, special permits, and “Comprehensive Permits” for construction of low-or moderate-income housing (under M.G.L. Chapter 40B). The ZBA also hears appeals of Decisions made by the Building Commissioner. Most cases are heard and decided at the initial public hearing as presented by the Petitioner, while some cases are continued to allow board members to view the property or give the Petitioner sufficient time to submit more specific information. As Maynard's housing stock ages, frequently desired improvements require special permits or variances due to the zoning changes that have occurred over the years. Before an application is brought before the ZBA, it is vetted by the Town for completeness and to ensure it is ready for public hearing. Feedback is provided to an applicant before a formal request is made; this allows an applicant to decide if a request is generally consistent with the regulatory framework and to prevent a denial or rejection of an application that has little chance of success.

The ZBA is a seven-person board (per the Town By-laws it is composed of five regular and two associate members), but operated short one member in 2024 and will be short an additional member entering the new year as long-time member Page Czepiga steps down effective January 1, 2025. The ZBA will sorely miss Page but wishes her the best; the good news is her continued involvement serving the Town as a Commissioner on the Conservation Commission. The ZBA would like to extend an invitation to any residents interested in community service and helping guide neighborhood improvement to reach out to Planning Director Bill Nemser to learn how they can become involved with this important and interesting Board!

## ZBA 2024 highlights:

- The ZBA held all their public hearings virtually for the fifth year in a row. The Board believes this format has been highly successful and has allowed for greater access of government institutions by the public.
- The ZBA again worked with the Planning Board to draft several Zoning By-law amendments for 2025 and is diligently collecting public input to ensure these modifications reflect what the community wants.
- The ZBA continued its efforts to reexamine our residential zoning standards. The Board is working to better understand the large number of non-conforming (typically undersized) lots in Maynard's residential districts. This often places a burden on homeowners if they want to remodel or renovate. The Board developed a list of all residential properties and conducted an analysis comparing them to their zones' requirements to determine how many were non-conforming, and to explore whether a future amendment to the Zoning By-laws is warranted.

Petitions the ZBA heard in 2024 included:

- 18 Dettling Road – Variance to allow reconstruction of a deck (Approved).
- 104 Great Road - Appeal of the Building Commissioner's Decision ordering Cessation and Removal of a non-compliant rental dwelling unit (Appeal Denied – Building Commissioner's Decision Upheld).
- 22 Crane Avenue - Special Permit to allow an extension to a non-conforming structure (Approved).
- 1 Powder Mill Road – Special Permit allowing overnight storage of commercial vehicles (Approved with conditions).
- 100 Great Road - Special Permit to allow an extension to a non-conforming structure (Approved).

The ZBA wishes to thank all Town officials, boards, and committees for their support and assistance during 2024!

Respectfully Submitted,

**Bill Nemser**

**Planning Director AICP, LEED AP**

## Human Services

### COUNCIL ON AGING

#### Board Members:

Mary Ann Shields.....	Chair
Peg Brown.....	Vice Chair
Paul Guthrie.....	Clerk
Mary Mitzcavitch.....	Member
Jan Rosenberg.....	Member

### **Chair Report**

***The mission of the Maynard Council on Aging is to promote and support healthy aging for Maynard's senior citizens ages 60 and above. We assist seniors in maintaining dignity, independence, and physical and psychosocial well-being through programs and services designed for them and their caregivers.***

The Maynard Council on Aging Board furthers our mission through concrete goals and objectives that support the Director of the Council on Aging and reach into the community to celebrate Seniors and their contributions to Maynard. 2024 saw the Board involved in the University of Massachusetts study "Aging in Maynard: A Community Needs Assessment" and participating with the Senior Center Committee in its work regarding a new Interim Senior Center. We joined in community festivities to share information about the services and programs of the Council on Aging and its Senior Center and worked to strengthen the Board's structure to serve the mission even better.

#### **The UMass study and how we will use it**

To find out what Maynard residents need and want to age comfortably in our town, the COA Board assisted Dr. Caitlyn Coyle of the University of Massachusetts Boston's Gerontology Institute in gathering key town leaders and ordinary citizens for in-depth interviews and focus groups and in developing the questionnaire sent to Maynard citizens over age 50. The study's resulting recommendations are a blueprint for the Council on Aging and the Town Select Board and Administration in future planning for programs and infrastructure that affect seniors. In October, Dr. Coyle presented the study's findings at a Select Board Meeting and at a COA- hosted public meeting. At the Select Board's request, the COA Board analyzed the recommendations to determine which were best handled by the Council and which by the Select Board and Town Administration. The UMass study will inform the COA Board's ongoing goals and objectivities and the programs and services of the Senior Center.

#### **Our support of the Senior Center Committee**

Two COA Board members and the COA Director are working members of the Senior Center Committee appointed by the Select Board to "make recommendations for a suitable Senior Center to be operated under the authority of the Maynard Council on Aging, and its duly appointed director and board." A third works as an active volunteer on an SCC subcommittee. (See the Senior Center Committee Annual Report.) The COA Board and Director have supplied the SCC with requested information and ideas and agreed with the strategy of first securing an Interim Senior Center. Based on the report of the Senior Center Committee to the Select Board, the COA Chair presented reports encouraging action and suggested a potential method of funding to the Quad Board and the Select Board. As a result of the combined work of many town citizens serving on several Boards, Committees, and ad hoc groups, the Select Board approved a Request for Proposal be issued for an Interim Senior Center, with responses due January 31, 2025. The COA Board has designated this project as its major area of focus for 2025.

#### **Our participation in the Maynard Community**

The COA Board participated in several community events in 2024:

- **Maynard Fest** The COA Board shared a table with the Friends of Maynard Seniors to promote the Council on Aging's programs and services and invite Seniors to come to the Senior Center.

- **Maynard Holiday Village and Parade** The COA Board produced the “Write a Postcard to Santa” activity, with Board members assisting young writers and talking with parents about the Senior Center. The Senior Center van and staff were part of the parade.
- **2<sup>nd</sup> Annual Senior Holiday Lunch** All members of the COA Board supported the Senior Holiday Lunch sponsored by the Friends of Maynard Seniors. We staffed check-in and raffle ticket tables, created baskets, welcomed guests, and helped to serve brunch.

Additionally, members of the COA Board are regularly in attendance at the Select Board and other Town Committee meetings either in person or on Zoom.

### **Strengthening our capacity**

Members of the COA Board have attended several Board Development meetings at the Maynard Public Library at which we performed Board self-assessment exercises. We discussed strategies for becoming more effective Board Members, identified skills that we had and some we needed to recruit, and set goals and objectives. (The public is invited to attend these Special Meetings, posted on the Town website). We submitted to the Town By-Laws Committee a warrant article increasing COA Board membership to 7 from 5 to more easily form a quorum and to manage the increased workload expected from the development of an Interim Senior Center. The mission statement was revised, and work began on updating the By-laws of the Council on Aging Board to comply with current guidance from the Town, the Massachusetts Councils on Aging, and the Executive Office of Aging & Independence.

The Maynard Council on Aging Board invites town residents to attend its meetings, volunteer to serve on subcommittees, and apply for seats on the Board. Regular meetings of the COA Board are held in the Gianotis Room of Town Hall on the second Tuesday of each month except for July and August at 3:00 p.m. and are also available remotely on Zoom. Special meetings are held at the Maynard Public Library. For further information, see the town website page <https://www.townofmaynard-ma.gov/164/Council-on-Aging>.

Respectfully submitted,

*Mary Ann Shields*  
*Council on Aging Board Chair*

### **Director Report**

The Council on Aging (COA) is staffed by a full-time Director and a 37.5-hour Principal Clerk. The COA is open Monday through Friday, 9:00 a.m. to 3:00 p.m. and is located at 50 Brown Street.

### **Council on Aging Board**

The Council on Aging Board, which acts in an advisory capacity to the Council on Aging Director, consists of five members:

Peg Brown, Vice Chair  
Paul Guthrie, Secretary

Mary Mitzcavitch  
Jan Rosenberg  
Mary Ann Shields, Chair

### **Social Services**

The Council on Aging (COA) provides information and referral to a wide array of social service resources including Minuteman Senior Services which provides health insurance counseling (SHINE), home health care assessments, Meals on Wheels, and caregiver supports; housing and legal resources, fuel assistance programs and local resources such as pantries and community organizations. The COA collaborates with various town departments, Maynard Housing Authority, South Middlesex Opportunity Council, Emerson Hospital, home care agencies and other supportive services. The COA also facilitates the Salvation Army program and assists the Maynard Assessor's department with the Senior Tax Work-Off program.

The COA also assists residents under the age of sixty with fuel assistance applications and referrals to housing and legal support, transportation, and community resources.

The COA has a Durable Medical Equipment program which loans all types of equipment including walkers, shower chairs and benches, commodes, and wheelchairs.

### **Transportation**

The Council on Aging (COA) van service is funded by the Massachusetts Department of Transportation through the Lowell Regional Transit Authority. The COA van service operates Monday through Friday, providing transportation to medical appointments, grocery stores, pharmacies, banks, and salons. The COA also provides transportation for special shopping trips to Walmart, Savers thrift store, Ocean State Job Lot and other locations. The Council on Aging offers transportation to Annual/Special Town meetings and voting on Election Day.

### **Aging in Maynard: A Community Needs Assessment Study**

*Aging in Maynard: A Community Needs Assessment Study*, was produced by the UMASS Boston Gerontology Institute's Center for Social & Demographic Research on Aging. The intent of the study was to be proactive in obtaining data to assess the needs of residents over the age of 55 living and aging in Maynard. The study was both comprehensive and exhaustive in scope. The focus areas included outdoor spaces; public buildings; broader transportation options; accessibility; diversity and social inclusion; communication and public information; housing; social and civic participation; employment; and mental and physical health services. This study also included demographic analysis, focus groups, key informant interviews, peer town comparisons and a mailed, hard copy survey.

### **Senior Center Programming**

The Council on Aging (COA) offers many diverse programs to address the physical, emotional, and social needs of seniors including fitness classes, artistic, educational, and recreational activities, intergenerational programs, and cultural events. Highlights include:



**Fitness Classes:**

The COA offers fitness classes, such as Zumba Gold, Zumba Toning, chair yoga, Drums Alive and seated senior fitness for strength and mobility training. The Zumba and yoga classes are available in a hybrid format, and seated classes are taught in-person. An ongoing special chair yoga class was taught by Therese LaRose from Life Care Centers of Acton and Nashoba Valley. A Walking Club was started and seniors enjoyed utilizing the Assabet River Rail Trail. Senior pickleball continued at the Assabet Valley Boys & Girls Club.

**Social and Recreational Activities:**

The COA offers a variety of weekly social activities which include knitting and crocheting, cards, bingo, Chinese mahjong, and movies. Mexican Train Dominos was added to the schedule.

Social outings include “Mark’s Mystery Tours” with a scenic ride and lunch at an undisclosed location. The COA sponsors bimonthly Grab-n-Go luncheons (hot meals via a drive through format at the Elks parking lot), which are attended by over fifty seniors on a regular basis. The Northeastern Correctional Center’s Culinary Arts program provided pies for the Thanksgiving luncheon.

**Art and Cultural Programs:**

Watercolor and touch drawing classes were taught by Maynard artist Margot Slowick and included a month-long exhibition at the Maynard Library. Special crafts included felted animal workshops, seashell and sea glass projects, kusudama flowers, edible gifts and more. Local Maynard businesses added to Council on Aging art programming. Art Signals, through a

Maynard Cultural Council grant, offered a wheel pottery workshop for seniors and Thyme in the Garden provided an opportunity to create holiday centerpieces. The monthly COA Book Club was offered on a virtual platform with many intriguing titles and stimulating discussion.



### **Educational Programs:**

Senior CPR instruction was provided by Maynard Fire Chief Angela Lawless at the Maynard Fire Station and Emergency Preparedness and Spring-Cleaning Safety Tips workshops with Jenn Hureau of the Maynard Fire Department were held at the COA. Moira Carter, Public Health Nurse for the Towns of Maynard and Concord, facilitated a monthly blood pressure clinic and monthly presentations on various topics such as vaccines, flu/cold/covid symptoms, and self-advocacy in healthcare. Deaconess Abundant Life Services offered presentations on hydration, safety in the home, and homecare.





Seniors learned about all about indoor gardening and created herb and terrarium gardens. Trish Kwartler and Jan Rosenberg beautified the entrance to the COA and maintained hanging flower boxes. Assabet Valley Regional Technical High School students provided digital assistance on three occasions.

### **Collaboration with the Maynard Public Library**

The Council on Aging (COA) co-sponsored several programs with the Maynard Library including nationally known entomologist Doug Tallamy who spoke on “Nature’s Best Hope,” “Albert Einstein: Relatively Speaking,” an interactive performance by George Capaccio, and Bill Gette’s photographic travel series to Panama, Bhutan, Botswana, and Antarctica. Programs were held in the evening at the Maynard Library.

### **Newsletter & Media**

The Council on Aging (COA) newsletter is distributed to the residents of Maynard. A new format for the newsletter began in October. The Massachusetts Executive of Elder Affairs partially funds the printing of the newsletter. The Council on Aging hosts a Facebook account which promotes COA programs, town events and town department updates.

Once again, I would like to extend my heartfelt appreciation to the Council on Aging staff. Pat Kozik, the COA’s Principal Clerk, comes to work each day with joyful enthusiasm and sincere

compassion and it is a pleasure to be in her presence. Andrew Falcão, the Council on Aging’s full-time van driver, and Mark Tomyl and Brad Chetwynd, Council on Aging substitute van drivers, perform their duties with genuine kindness, respect, and professionalism.

Respectfully submitted,

*Amy Loveless*

*Director of the Maynard Council on Aging*

## VETERANS’ SERVICES

### Staff

Peter Harvell.....	Veterans Agent (Started July 2024)
Wayne Stanley.....	Veterans Agent (Through June 2024)

To the Honorable Select Board, Town Administrator, and the Veteran Community of Maynard, this report is for the year 2024.

### Veterans Benefits

Veterans Benefits Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and the Commonwealth of Massachusetts Regulations 108 (C.M.R. 108) govern veteran’s benefits. Benefits assist qualified veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The State of Massachusetts reimburses the Town of Maynard 75% of the Veteran’s Assistance payments issued by this office.

The Veterans Agent is responsible for determining the eligibility of all cases processed through this office. The Veterans Agent conducts interviews, establishes approvals, and conducts follow-up field investigations on veterans receiving assistance to determine the recipient has continued eligibility to receive Chapter 115 benefits.

The Veterans Agent’s duties include assisting Maynard veterans in filing federal forms for benefits, which include Veteran Affairs (VA) health care, requests for medals, requests for service records, bonus applications, burial assistance, and other federal, State and Town benefits such as counseling in vocational rehabilitation, employment opportunities, property and excise tax abatements. Additionally, the Veteran’s 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 relatively the same as in 2024 due to the number of qualified veterans or their spouses seeking Chapter 115 benefits.

### Office

The Veteran’s Office is located on the lower level of the Maynard Town Hall. The office is staffed one day a week on Tuesdays from 4 – 7PM. Veterans are encouraged to make an appointment with the Veterans Agent so that there is not a backup of veterans waiting to see the Veteran Agent. In addition to Tuesday nights, additional appointments are available Monday through Saturday simply by calling or emailing the Veterans Agent.

## Legislation

The Veteran's Office is located on the lower level of the Maynard Town Hall. The office is staffed one day a week on Thursdays from 2PM until 4PM. Veterans may walk in but are encouraged to make an appointment with the Veterans Agent, 978-897-1361. If your need is urgent, please call the Office of Municipal Services at 978-897-1302 and ask to be connected to the VSO.

## Thank You

Special thank you to the Scouting programs in Town for all their help in placing Flags at veteran graves during the Memorial Day celebrations. The Maynard Elks and Emblem Club for all their support organizing and conducting the Memorial Day and Veterans Day programs. I was especially moved during this year's Veterans Day Parade and Program. The Town of Maynard is extremely fortunate to have veterans living in our community who continually give of themselves for the sake of others. Salute!

Respectfully Submitted,

**Peter R. Harvell**  
*Veterans Service Officer*

## HOUSING AUTHORITY

### Members

Bill Cranshaw.....	Chair
Matt Preys.....	Vice Chair/Treasurer
Judith Peterson.....	Member
Richard Greenway.....	Tenant Representative
(vacant).....	State Appointee

The Maynard Housing Authority is responsible for the management of 112 units of State Chapter 667 housing, 32 units of Federal family housing, and 28 Massachusetts Rental Voucher Program (MRVP) tenant-based vouchers.

- Powdermill Circle has 56 units of elderly/disabled housing. In 2024, there were eight new tenants at Powdermill Circle.
- Concord Street Circle also has 56 units of elderly/disabled housing. In 2024, there were three new tenants at Concord Street Circle.
- The HUD Low-Rent-Family Dawn Grove has 32 units of housing. Six new tenants moved into this development in 2024.

In 2024, properties at Dawn Grove, Powdermill Circle and Concord Street Circle received new card operated washers and dryers. Concord Street Circle had the driveway and parking lots repaired, and seal coated to extend the useful life and to improve appearance. There are several projects scheduled for Powdermill Circle for 2025.

For information related to low-income housing for elderly and handicapped persons or for families, please contact the Authority office. The office is located at 15 Powdermill Circle. Telephone (978) 897-8738 or (978) 897-6893.

Respectfully submitted,

**Bill Cranshaw**  
*Chair*

## Library, Culture & Special Committees/Boards

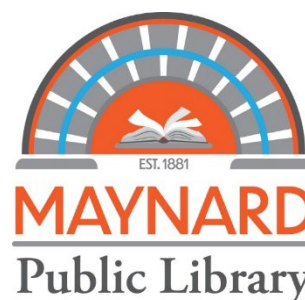
### PUBLIC LIBRARY

#### *Board of Trustees*

Sally Bubier.....	FY24 Chair (Completed term Jun 2024)
Peter Reed.....	FY25 Chair
Chris Rees.....	Member at Large
Francis Wyman.....	Secretary

#### *Friends Officers*

Aly Severance.....	President
Abby Casabona.....	Secretary
Bill Freeman.....	Treasurer
Greta Friel.....	Membership Coordinator



#### *Library Staff*

Jean Maguire, *Library Director*  
 Rachel Alexander, *Collection Services Librarian*  
 Carol Casey, *Administrative Assistant*  
 Mark Malcolm, *Children's Librarian*  
 Casey Petipas-Haggerty, *Youth Services Librarian*

#### *Library Staff cont'd*

Jeremy Robichaud, *Assistant Director*  
 Sally Thurston, *Adult Programming Coordinator*  
 Joanne Zobbi, *Circulation Assistant*  
***Part-time Circulation Assistants***  
 Abby Casabona  
 Elizabeth Leaver

#### *Part-time Pages*

Lauren Alford  
 Sarah Alford  
 Erin Bergman  
 Megan Bergman  
 Eleanor Gibson

Lillian Hochmuth  
 Harry Lenicheck  
 Chanda McCreary  
 Lula Solomon Rohr  
 Julia Rydzewski



### *Volunteers*

Lindsey Barbee-Vargas  
Peg Brown  
Sally Bubier  
Mary Jo Clark  
Wendy Darcy  
Jenna Dargie  
Matthew Ezzy  
Tushita Garg  
Diane Gauthier  
Linda Holt  
Nan Krueger  
Anatol Kwartler

Trish Kwartler  
Megan Lawrence  
Nancy Lenicheck  
Nancy Marshall  
Pete McBride  
Scott McGavick  
Laura Lamenza Naylor  
Chris Rees  
Jan Rosenberg  
Jay Solomon  
Wendy Valentine  
Students Hannah and Sebastian



Library Patrons with Mark Malcom celebrating Mark's 25<sup>th</sup> Anniversary in January

### *Highlights*

In 2024, the Maynard Public Library...

- was awarded a **\$15,000 LSTA grant** from the Institute of Museum and Library Services as administered by the Massachusetts Board of Library Commissioners. This "Mind in the Making" grant is helping MPL make tremendous improvements in educational play offerings and programs for children ages 0 to 6. The project runs from October 2024 through September 2025.
- had the **second-largest circulation increase over FY2023 of all Minuteman Library Network (MLN)** public libraries. MPL was also one of 10 (out of 42) Minuteman Library Network (MLN) libraries that had their **highest circulation since FY2016**.

- welcomed new Library Trustee **Chris Rees** and new Circulation Assistant **Joanne Zobbi**
- carried out **improvements to the landscape** around the building, including soil amendments, a birch tree, new native plants, and a stone bench, thanks to the exceptional efforts and dedication of the team of watering volunteers, led by Jan Rosenberg, and grant funds from the Town of Maynard's Cultural District Enhancement Fund.
- had its Spice Club featured in an article in the **May 2024 issue of the magazine *American Libraries***. Adult Programming Coordinator Sally Thurston, who has been the driving force behind this successful program, was interviewed for the article.
- received via the Friends of the Maynard Public Library a **generous gift from an anonymous donor**. These funds will focus on everything connected with children—collections, furnishings, and programming—and will help us expand the impact of the Mind in the Making project.
- provided a series of **programming connected with the solar eclipse**, capped off by a large community eclipse viewing on April 8, led by Youth Services Librarian Casey Petipas-Haggerty
- held the **annual summer concert** at Memorial Park, featuring Martha Redbone and her band, organized by Children's Librarian Mark Malcolm, and sponsored by the Friends of the Maynard Public Library, the Maynard Cultural Council, and local businesses
- took part in **Maynard Fest and the Downtown Trick or Treat**
- hosted **seven art exhibits**: Art from Inside, Aliya Domash Illustrations, Wonder of Watercolor by Council on Aging artists, Maynard High School Student Art Show, Girl Scout Countries of the World, Tiny Art Show, and Pumpkin Decorating
- held **453 programs**, with **7,891 participants** (compared to 417 and nearly 7,000 in 2023)
- created and distributed **2,142 take-and-make kits**, (compared to 2,075 in 2023) covering 61 different activity areas for patrons of all ages, thanks to the work of Youth Services Librarian Casey Petipas-Haggerty and Adult Programming Coordinator Sally Thurston
- welcomed **over 67,000 visits** to the library building (compared to over 57,000 in 2023), with countless more visits to our online resources, including ebooks and e-audiobooks, streaming movies and music, and searchable databases

### Days Open

The library building was open to the public 298 days in 2024—a slight increase from the 291 days open in 2023, due to calendar idiosyncrasies and fewer snow closings. The building was open to the public Monday, Wednesday, Friday, and Saturday, 10 AM-5 PM, and Tuesday and Thursday, 2 PM-9 PM. Summer Saturday hours were 10 AM-2 PM.

### Circulation and Usage

Circulation and usage of print and online resources have once again increased from the previous year in almost every category. Total circulation and usage transactions (checkouts/ins, holds, renewals,



Tiny Art Show Submissions



registrations, interlibrary delivery, e-resource usage) in 2024 were 339,770 (compared to 310,549 in 2023).

A sampling of statistics is provided below. Of particular note are 1) the 18% increase in circulation of adult, young adult, and children’s materials, 2) the 59% increase in usage of museum passes, and 3) the 21% increase in new library card registrations.

	<u>2024</u>	<u>2023</u>
Adult books and magazines circulated	27,452	23,769
Young adult books circulated	2,708	1,929
Children’s books and magazines circulated	29,690	25,223
Ebooks, e-audiobooks, and e-magazines	35,652	28,614
CD audiobooks and music	3,029	3,445
DVDs	6,918	6,162
Freegal music downloads	2,645	2,697
Kanopy movie views	3,878	3,055
Library of Things	504	407
Museum passes	1,131	712
Items routed in from other libraries	35,253	31,908
Items routed out to other libraries	27,463	26,697
New card holders registered	584	483
Wireless internet network sessions	7,600	7,590
Public-computer logins	7,856	7,503

### ***Grants***

- The Library was awarded a \$15,000 LSTA grant from the Institute of Museum and Library Services as administered by the Massachusetts Board of Library Commissioners for the “Mind in the Making” project (details in Highlights section).
- The Library received \$13,889 as its second award for FY24 and an initial award of \$16,316 for FY25 from the Massachusetts Board of Library Commissioners for meeting the requirements of state certification.
- The Library was also awarded a \$6,500 Cultural District Enhancement Fund grant from the town (to supplement the grant received in 2023) to improve three garden areas around the building in 2024.

### ***Programs***

Spurred on by public enthusiasm for educational and enriching programs, there was yet again a significant increase in programming in 2024, as 453 events were offered by the Library (compared to 417 in 2023). Some were held in person, some were online, and some were a combination. Attendees at programs numbered 7,891 (an increase over the nearly 7,000 in 2023). This does not include the more than 1,000 viewings of recorded programs.



Improved Garden Areas

***Library Visits, Meeting Room Usage, Reference Assistance, and Homebound Deliveries***

Library visitation continues to climb. Beyond the rise in visits from Maynard residents, there was a notable increase in visits from Stow patrons in 2024 as the Randall Library has been in smaller temporary quarters while their building is renovated. There were approximately 67,542 patron visits to the library in 2024 (up from 57,775 in 2023), and there were 627 requests for meeting-room reservations (up from 575 in 2023). More than 2,733 reference questions were answered at the 2nd-floor reference desk (up from at least 2,611 in 2023). Assistant Library Director Jeremy Robichaud made an estimated 208 deliveries (similar to 2023) of materials to homebound members of the community who are unable to come to the library in person.

***Service on Community Committees and Collaborations with Community Partners***

Collection Services Librarian Rachel Alexander served on the Minuteman Library Network Innovation Working Group.

Library Director Jean Maguire served on the Maynard Cultural District Working Group, Maynard Marketing and Communications Working Group, Emerson Health Mental Health Work Group, First Connections Advisory Council, Minuteman Library Network Board of Directors, and Minuteman Library Network Finance Committee.

Children's Librarian Mark Malcolm made many visits to classes at the Green Meadow and Fowler schools and provided storytimes at the Discovery Museum and Maynard Farmer's Market.

Youth Services Librarian Casey Petipas-Haggerty served on the Maynard High School Senior Project Presentation Panel to help evaluate senior projects.

Assistant Library Director Jeremy Robichaud collaborated with the Maynard Historical Society to create four historical exhibits at the Library on the Ammo Dump, the Assabet Mill, aviation in Maynard, and movie theaters in Maynard.

The Library partnered with the Council on Aging, First Connections, Green Maynard, Maynard Community Gardeners, Sustainable Stow, and many fellow Massachusetts libraries on programming.

***Thank you***

We thank the Board of Library Trustees, volunteers, Friends of the Maynard Public Library, Select Board Members, Town Administrator Greg Johnson, Assistant Town Administrator Stephanie Duggan, Town Executive Assistant Greg Wilson, the Department of Public Works, and the Town Accounting and Treasurer’s offices, who support the Library with their time, resources, and expertise. The message we are receiving from the Maynard community is that they value their public library, as evidenced through their increased use of the educational, recreational, and money-saving resources and programs available to them. Their support is essential to keeping these services going and it is greatly appreciated by the entire Library staff.

Respectfully Submitted,

***Jean Maguire***  
***Library Director***

**BY-LAW REVIEW COMMITTEE**

***Members***

William G. Kohlman.....	Chair
James J. Early.....	Secretary
Eugene Redner.....	Member
Daniel Shields.....	Member

To the Honorable Select Board, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2024.

At the start of 2024, the By-Law Committee consisted of William Kohlman; James Earley, Eugene Redner, and Dan Shields. There was one open position on the committee.

The year 2024 was again a light year for the committee. We had no items carrying over from 2023 but rather was assisting other committees and the By-law committee operates under the philosophy of not to hold a meeting just to hold a meeting.

At our January meeting, we continued our work with the Tree Committee to draft a Public Shade Tree By-law that will also govern the committee, and was submitted as a warrant for the Annual Town Meeting. We also continued to assist the Health Director, Ivan Kwagala concerning modifying the By-laws to include roosters as animals not allowed to be kept in Maynard.

In the months leading up to Town Meeting, the Chair met with Mary Ann Shields, Chair, Council On Aging and Amy Loveless, Director, Council On Aging. They were interested in changing the By-laws to increase the number of members and change some of the text in the by-law to better delineate the roles and responsibilities of the appointed members and the Director, and to clarify the terminology and usage of the term “Council On Aging”, in regard to, the COA Advisory Board, the Director, the COA programs, etc.

The Chair also met with Mark Bishop, owner of Smoothie King. His concern is that the by-law banning Styrofoam products is hurting his sales of smoothies in the warm to hot weather. The two containers he can use through the Smoothie King franchise are a clear polypropylene cup and a biodegradable Styrofoam cup. The polypropylene cup can be recycled but is much more likely to be thrown in the trash where it will remain for hundreds of years. The biodegradable Styrofoam cup takes a few years to biodegrade. But this is longer than the 3 to 6 months that is mentioned in the By-laws. He had received a one-time six-month extension to continue to use the biodegradable Styrofoam but has been rebuffed by the Sustainability Committee and the Board of Health on any reconsideration of the time frame defining “biodegradable”. It should be noted, that the “Prohibit Use and Distribution of Polystyrene” was a citizen’s petition by Green Maynard. While the group may have had the best of intentions, the definition they used for biodegradable is not standard, and can range from 3 months to 5 years. The Chair advised Mr. Bishop of the options available to him which are complicated by the fact that he is not a resident of Maynard.

At Annual Town Meeting, the Public Shade Tree By-law was approved but the change banning roosters was defeated. At Town Election, the Charter changes passed, so it will fall to the By-law Committee to see if any By-laws need to be updated to reflect these changes.

Our first meeting in Fiscal Year 2024 was in July and was opened by the Town Moderator. William Kohlman was elected to continue as Chair. James Earley was elected Secretary. The Committee also met with Mary Ann Shields, Chair, Council On Aging. It should be noted that she is the wife of Dan Shields, who is a member of the By-law Committee. She explained the changes she wanted to make to the by-laws related to the Council On Aging and the reasons behind them. The Committee supported these changes and the Chair will work with her and the COA Director to finalize the warrant article for the Special Town meeting in the Fall.

At our meeting in September, we met again with Mary Ann Shields, Chair, Council On Aging. At this time the Committee learned that the warrant for making changes to the By-laws related to the Council On Aging had not been submitted. Due to a misunderstanding between the two Chairs, each thought that the other was going to submit them. The changes will have to wait until the next Annual Town meeting.

The Committee also met with Mark Bishop, the owner of Smoothie King, who explained his issue with the ban of Styrofoam cups related to his customer’s preference, the products available through Smoothie King, and the opposition he has encountered with the Sustainability Committee, Board of Health, and the Select Board. The Committee was supportive of Mr. Bishop but was concerned about going out of their lane so to speak, since there are other committees that is more their purview, but these are the same ones that are unreceptive to his proposals. The Committee saw the benefit of a better insulated cup that would biodegrade in five years, compared to a cup that would take several hundred years to degrade. While the polypropylene cup could potentially be recycled, it is more likely to be tossed in the trash since it would have food residue on it and would have to be cleaned before recycling. The Committee advised him of several options, one being to have a Maynard resident to submit a citizen’s petition to change the definition of Biodegradable from 3 to 6 months to less than 5 years.

The Chair distributed files of the current By-laws and the new Town Charter to begin the process of review to update the By-laws as needed.

Our final meeting of 2024 was in December. With the Charter changes, all appointed committees/boards number of members will be set in the By-laws. We are in the process of determining if any of the committees or appointing authorities want to change the numbers of members to those committees. We are also verifying the term of appointment to some individual positions.

Respectfully submitted,

**William G. Kohlman**  
*Chair, By-Law Committee*

## SUSTAINABILITY COMMITTEE

### Members

Priscilla Ryder.....	Co-chair
Kate Wheeler.....	Co-chair
Zana Cranmer.....	Member
Orian Greene.....	Member
Meg Sobkowicz-Kline.....	Member
Lisa Vernegaard.....	Member

### Community Aggregation:

- After waiting for clarification about new procedures and regulations from the Department of Public Utilities (DPU) for community aggregation applications, a draft of the Maynard Power Choice proposal was finalized in April 2024.
- Sally Warner (from Maynard's Sustainability Committee) and Paul Gromer (consultant from Mass Power Choice) presented Maynard's community aggregation proposal to the Select Board on May 8 to receive their comments and answer questions. An additional public presentation was made at the Select Board meeting on June 4, which opened a 30-day public comment period that was held from June 4 through July 8. The proposal was made available via the town's website, social media, and flyers that were posted around town.
- Sally Warner, Greg Johnson, and Paul Gromer met with the Department of Energy Resources (DOER) on September 30, 2024, and the finalized community aggregation plan was submitted to the DPU on December 4, 2024.

### Climate Action Plan:

- In 2023, the Town of Maynard was awarded a \$95,000 grant from the Municipal Vulnerability Preparedness Program (MVP) 2.0 to build on prior work identifying climate resilience priorities. This new iteration (2.0) included outreach to populations vulnerable to the impacts of climate change and involved representatives of those populations in the process of selecting a resilience project. In 2024, we assembled a core team including a consultant to coordinate trainings and workshops, key town staff and board representatives, and community liaisons. Over the spring and through the summer, the core team engaged in trainings led by EEA on climate justice and by the consultants on climate change and its current and projected impacts on Maynard. In addition to these meetings, the MVP2.0

committee has held a public meeting to raise awareness and begin seeking feedback on the project.

- A working draft Energy and Resilience Plan was proposed at the end of 2024.

**Green Meadow School:**

- The Sustainability Committee has advocated building an energy-efficient elementary school and continues to have a representative on the committee as the project moves from the design into the build phase. We are pleased that the ground source heat pump wells drilling is proceeding successfully.

**Waste Reduction & Diversion:**

- Two members of the Sustainability Committee serve on the Solid Waste and Recycling Task Force. In 2024 the SWRTF passed a bill at Town Meeting to move waste to an Enterprise Fund and proposed annual fees for curbside waste and recycling pick-up, and added a centrally located bin for food waste and yard waste drop-off.
- The Sustainability Committee supported a high school student researching and developing a proposal for a compost drop-off bin in Maynard.

**Policy & Planning:**

- Dark Skies: Two members of the Sustainability Committee are working with a group of residents seeking to reduce light pollution in close communication with town staff.
- Powder Mill Overlay District: In advance of the Spring Town Meeting, the Sustainability Committee reviewed and wrote a letter of support, with recommended improvements, for the establishment of a PMOD in general and specifically for the standards set forth for PMOD-A.
- 182 Parker Street: The Sustainability Committee reviewed and provided comments on Avalon Bay's proposed 40B Development at 182 Parker Street which informed the Town's response to the Massachusetts Housing Partnership.
- Rodenticides: The Sustainability Committee was informed about the risks of widespread use of second-generation anticoagulant rodenticides (SGARS). Members of the Committee have assisted in surveying the number and placement of existing poison boxes on town and school property.

**Nature-Based Solutions:**

- The Sustainability Committee supported the Tree Committee's proposed Public Shade Tree Bylaw to promote greater tree coverage and mitigate threats associated with climate change.
- Members of the Committee are working with the Maynard Assabet River Coalition to enhance river health.

**Sustainability Committee going forward:**

- Is developing a plan that integrates sustainability goals and strategies into the work of all Town Departments
- Will seek out grants to support the needs of the town, including the Mass Save Municipal Energy Manager Grant.
- Will support the Maynard Power Choice initiative as it moves towards implementation.
- Will support outreach to raise awareness and seek resident input as well as development of the grant-funded MVP2.0 seed project in coordination with town staff.

- Will continue to give input into the PMOD next zoning language.

Respectfully submitted,

***Kate Wheeler and Priscilla Ryder***  
***Co-chairs, Sustainability Committee***

## COMMUNITY PRESERVATION COMMITTEE

### Members

M. John Dwyer	Chair/Conservation Commission Representative
Rick Lefferts	Vice Chair
Matthew Preys	Treasurer/Housing Authority Representative
Jonathan Bretz	Capital Planning Committee Representative
William Cranshaw	Planning Board Representative
Ellen Duggan	Historical Commission Representative
Denise Walsh	Recreation Commission Representative
Thomas Hesbach	Member
Jon Lenicheck	Member
Anna-Lisa Lysell McLaughlin	Administrative Assistant

Provisions of the Community Preservation Act (CPA) were first approved by Maynard at Town Meeting in May 2006, when residents voted to enact a property tax surcharge of 1.5% to fund CPA. Maynard property tax surcharge funds are supplemented with money from a State fund. Following the adoption of the CPA by Maynard, a nine-member Community Preservation Committee (CPC) was formed in November of 2006 to study existing Town resources, identify critical needs and evaluate proposals for addressing needs that could be funded with CPA funds. These proposals must be related to one or more of the following categories: Community Housing, Historical Preservation, Open Space, and Recreation. Additional information about the CPA program in Maynard is available at the Town Clerk's office and on the Town website.

From 2008 to 2024, the CPC has forwarded over five million dollars in projects to the Town Meeting for approval. A list of all projects approved by the CPC is available by contacting the Committee or attending a meeting. Normally, the CPC meets the first and third Wednesday of each month at 7:00pm. In recent years, the CPC has been hosting virtual meetings via Zoom. All login details required to attend such meetings are available via the Town website.

At the May 2024 Town Meeting and October 2024 Special Town Meeting, the following CPC funded projects were approved:

May 2024 Town Meeting		
Project Name	Grant Amount	Fund Source

Maynard Affordable Housing Trust Fund Support	\$200,000	Undesignated Reserve Fund; Community Housing Reserve Fund
Regional Housing Services Office Membership	\$12,000	Budgeted Reserve Fund
Alumni Field House Study	\$50,000	Historic Preservation Reserve Fund
Conservation Trust Fund Support	\$50,000	Open Space Reserve Fund
<b>TOTAL May 2024 TM</b>	<b>\$312,000</b>	

<b>October 2024 Special Town Meeting</b>		
<b>Project Name</b>	<b>Grant Amount</b>	<b>Fund Source</b>
Preservation of Lorenzo Maynard Water Trough	\$20,000	Historic Preservation Reserve Fund
<b>TOTAL October 2024 STM</b>	<b>\$20,000</b>	
<b>2024 TOTAL</b>	<b>\$332,000</b>	

We are pleased to report that the CPA projects approved and funded at the May 2024 Town Meeting and October 2024 Special Town Meeting are all being acted upon by appropriate Town departments or nearing completion.

The CPC would like to thank Linde Ghery, whose term ended on June 30, 2024, for her dedication and support in expanding community housing, historic preservation, open space, and recreation goals during her tenure serving on the Maynard CPC.

Respectfully Submitted,

***M. John Dwyer***  
***Chair***

## CULTURAL COUNCIL

### ***Members***

Richard Pepin.....	Chair
Nan Krueger.....	Secretary
Emma Stickgold.....	Treasurer
Linda McConchie.....	Member
Chris Rees.....	Member
Jenna Dargie.....	Member
Bree Edwards.....	Member



Richard Pepin became the Chair this year, Nan Krueger became the Secretary, and Emma Stickgold became the Treasurer. Three new members joined: Emma Stickgold, Chris Rees, and Bree Edwards, after the departure of Gregory Bokis, Lisa Ochs Dunn, and Sara Lundberg.

The Maynard Cultural Council continued our vision and purpose in many ways throughout 2024. Our biggest priorities for the year were:

- The ongoing Local Cultural Council Grant program
- Overseeing and approving Cultural District Grant funding
- Outreach to the community

### **Local Cultural Council Grants**

Maynard Cultural Council is part of a network of 329 Local Cultural Councils serving all 351 cities and towns in the Commonwealth. The LCC Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, sciences, and humanities every year. The state legislature provides an annual appropriation to the Mass Cultural Council, a state agency, which then allocates funds to each community. Any organization, school, or individual could apply for cultural activities in the community and the grants support a variety of projects and activities in Maynard. A total of \$9148 was awarded to 16 grantees. Our priority for 2024 was to award grants with priority given projects benefiting Senior Citizens and children, with an emphasis on programs occurring within the Cultural district. We also continued to fund those sundry smaller projects which add to the cultural vitality of Maynard.

### **The Sixteen Grantees for 2024:**

- Wheel Throwing for Seniors
- Valentine Card Crafting & Connections
- Open Door Connections - Discovery Museums
- Farmers Market Music Series
- Writing Life Stories
- Touch Drawing Classes
- High Notes: An Interactive Concert
- Trail of Flowers signage
- Cuba - Through the Photographer's Lens
- Free Summer Concert-in-the-Park
- 58th Annual Holiday Parade
- Maynard Community Band Free Concerts
- Maynard Jazz Jams
- Strange Maynard Independent Film Festival
- SheGrooves; Using Our Voices for Positive Change
- Spring Artwalk

### **Maynard Cultural District**

The Maynard Cultural District was able to sponsor the following projects in 2024:

- First Annual Winterfest
- Spring Artwalk
- Third Annual Maynard Jazz Festival
- First Annual Maynard Pride Festival
- Second Annual Summer Music Series
- First Annual Shakespeare in the Park
- First Annual Bocce Tournament
- Holiday Stroll



### **Outreach to the Community:**

To continue to present a public face, communicate about our grants and the Cultural District, and to promote Arts & Culture in Maynard, we participated in public outreach opportunities in Maynard. We held a booth at the farmer's market in July and again in September, as well as a booth at MaynardFest in October. Public surveying via online raffle entry occurred at Jazzfest and MaynardFest, with the

goals of identifying public interest in new types of events, identifying a potential volunteer pool for events, and growing our lists for distributing notice of future events. Council members are also encouraged to participate in grant-funded events either as the official council liaison for the grant or as a member of the public.

Respectfully Submitted,

**Richard Pepin**  
**Chair**

## ECONOMIC DEVELOPMENT COMMITTEE

### Members

Armand Diarbekirian	Chair
Sarah Cressy	Secretary, Assabet Valley Chamber of Commerce Representative
Kate Hogan	State Representative (Karen Freker, Designee)
Mike Stevens	Select Board Representative
Christopher Arsenault	Planning Board Representative
Rich Pepin	Member
Steve Smith	Member
Lynda Thayer	Member
Mark Bishop	Member
Bill Nemser	Planning Director
Steve Silverstein	Executive Director of Municipal Services

The purpose of the Economic Development Committee (EDC), which was formed in 2014 to enhance and broaden the local economy, is to advise the Town Administrator on matters related to economic development. Its stated mission is “to expand and strengthen Maynard’s economic character, including its walkable Downtown, by fostering business and housing development opportunities consistent with the goals of the Master Plan and Economic Development Principles and support existing businesses, creation of new employment and business opportunities and attracting new investments, while retaining Maynard’s character and quality of life.” Recognize that there’s a strong link between successful economic development and cultural presence.

The EDC is composed of nine members, including the Chair of the Planning Board, Maynard’s State Representative, and representatives from the Finance Committee and Select Board, as well as local business owners and stewards of the Town’s cultural district. Please visit the town website for the list of all our members.

The EDC is responsible for:

- Collaborating with Town Administrator to articulate an economic development vision for the Town.
- Developing collaborative relationships with Town Departments, Boards, committees, and other partners (e.g. Select Board, Planning Board, Parking Authority, Finance Committee, Cultural District Committee etc.).

- Conceptualizing the infrastructure necessary for economic development programs and creating pilot programs or demonstrating proof-of-concept for economic development initiatives.

The EDC's individual committee members are expected to:

- Be an ambassador for the Town's economic development vision.
- Leverage connections, networks, and resources to develop collective action to fully achieve the Committee's goals.
- Prepare for, attend, and conscientiously participate in Committee meetings.
- Participate fully in at least one sub-committee.
- Get a fuller understanding of small needs and priorities.
- Remain informed on key strategies and objectives such as the Master Plan, the Economic Development Principles, etc.
- Identify sub-committee participants and future Committee members.

Over the course of 2024, the Committee also continued to work cooperatively with businesses, state and local agencies and town government to promote the economic well-being of the community and participate in regional economic efforts, such as 495/MetroWest Partnership. Through its regular meetings and partnership with Town Hall, the EDC, in collaboration with the Cultural District Committee, supported and contributed to this year's organization and execution of beloved town-wide activities, such as Art Walk, Holiday Stroll, Jazz Fest, Winter Fest, Pride Fest and Shakespear in the Park.

One of the main highlights of 2024 was the inaugural Economic Development Awards Brunch held at the Sanctuary Cultural Arts Center in March. Businesses and Volunteers were recognized in 5 different categories for their contribution to the advancement of our business community.

The Maynard Marketing Task Force (MTF) continued its non-partisan mission to increase information sharing and provide news of positive developments and events in town, with an added goal of increasing volunteerism and interest in addressing the short-and long-term needs of the community.

The MTF published 12 monthly & "Maynard Advantage" newsletters in 2024, totaling nearly articles (Biz to provide number) across six areas of interest, plus special edition white papers on significant issues facing the town. In addition, the format was improved for easier navigation of content and improved readability.

The MTF invested significant effort to Increase readership by distributing updates and security sign-ups at events such as Farmers Market and Maynard Fest. As a result, subscriptions have doubled and continue to grow each month. Signing up for this free service allows readers to be notified by email of each publication.

Working in conjunction with the Planning Director and Office of Municipal Services (OMS), the MTF facilitated the award of a \$49,000 grant from the Executive Office of Finance and Administration (Governor's Office) Best Practices program to develop a Marketing and communication Plan for the town. An Advisory Board has been formed to guide this effort, consisting of leadership representation from the major economic development partners in town,

including the Maynard Business Alliance (MBA), ArtSpace Maynard, The Maynard Cultural Council and District, The Economic Development Committee (MEDC), the Maynard Library, Discover Maynard and the Marketing Task Force (MTF). This work, with MAPC as consultant, will produce an actionable plan in late spring of 2025.

Initiated collaboration with 495 MetroWest Partnership and other regional agencies to broadly enhance Maynard's image as a destination for high quality business, education, cultural events and dining and entertainment options.

At the end of the year, the EDC conducted a Strategic Economic Development Planning exercise. The result is the following list of goals and objectives that the committee will work towards accomplishing in 2025:

- Working closely with the Marketing Task Force in finding ways to promote downtown to the Maynard Crossing shoppers and residents
- Working closely with the Marketing Task Force to continue to improve a proactive marketing to attract visitors and new businesses
- Support the Marketing Task Force efforts in creating a line item on the town budget for a part-time Marketing Coordinator and the balance to be used on other initiatives, such as the Annual Economic Development Awards Brunch .... Downtown trash receptacles
- Improve communication with the small business owners and developers and get a fuller understanding of small business needs and priorities among EDC members
- In collaboration with MBA and the Executive Director at OMS continue the business visitation program.
- Follow up with newly established businesses to get feedback about town processes
- Develop systems for tracking local business data
- Work collaboratively with the members of the Acton EDC in the future planning for the development of the Powder Mill Corridor in what type of businesses and developments we want to attract
- Work with Granit Point/Lincoln Property Group at the Mill, taking a more aggressive approach in the development of the property
- Champion Naylor Court as Town Common by revitalizing it into a gathering place

Respectfully submitted,

*Armand Diarbekirian*  
*Chair*

## TREE COMMITTEE

### Members

Danny Schissler.....	Chair
Steve Smith.....	Vice Chair
Chris Payson.....	Secretary
Pete McBride.....	Member

- After two years of efforts, we passed a Tree Bylaw at May town meeting. Passage of the bylaw is a critical step to protect and enhance Maynard's urban canopy for the benefit of all Maynard residents and visitors. The Bylaw may also help the town raise grant funding to further improve public tree planting.
- We were awarded a Cultural District Enhancement Fund grant to expand the pollinator garden and tree plantings in the Summer Street municipal parking lot and Veterans Park. With volunteer help we planted a total of 12 trees and 34 shrubs. Plantings included common persimmon, tupelo, serviceberry, and sweetbay magnolia. As part of that planting day, we also collaborated with Tree Corps and the DPW to install 2 trees on Main street for a total of 14 new trees. Tree Corps' incredible work watering is helping these plants establish and thrive.
- We were awarded a second CDEF grant and applied for an additional DCR Urban Forest Challenge Grant to establish a teaching allee and grove of 11 trees in a municipal parking lot beside the Assabet River Rail Trail.
- We assisted with the planting and dedication of a pagoda dogwood at town hall on Arbor Day. The tree was a gift from Steve and Lizza Smith.
- We worked with Maynard Schools and solar contractors to ensure the installation of replacement trees and advocate for planting enhancements, including serviceberries and American larches, as part of the Maynard High School solar canopy installation.
- Through detailed comment letters, we contributed to public discussion of the Green Meadow School project and the proposed housing development at 182 Parker St.
- Neil Pederson shared his expertise with a Tree Walk through downtown Maynard, showcasing our expanding Urban Arboretum. We thank Steve and Lizza Smith for their sponsorship of the event.
- Lee Eyler stepped down from the Tree Committee after three years of dedicated service as she prepares for a transition to a new home in Newton, MA. Chris Payson was nominated and elected Secretary.



We are welcoming new members! Please get in touch with Secretary Chris Payson by email if you're interested ([chris.payson@gmail.com](mailto:chris.payson@gmail.com)). Members of the public are also always welcome at regular meetings, so feel free to drop in and see what we're up to.

Respectfully Submitted,

***Danny Schissler***  
***Chair***

***Chris Payson***  
***Secretary***





## SOLID WASTE & RECYCLING TASK FORCE

### Members

Waneta Trabert	Chair	(Newton Sustainable Materials Management Director, VP of MassRecycle)
Justin DeMarco	Member	(DPW Director)
Orian Greene	Member	(Sustainability Committee Rep, Green Maynard Liaison)
Chester Osborne	Member	(Mass DOT Dir. of Transportation Systems Management & Operations)
Meg Sobkowicz Kline	Member	(Sustainability Committee Rep, Professor of Plastics Engineering)
Lisa Thuot	Member	(Board of Health Rep, EPA Project Manager)

Solid Waste & Recycling Task Force convened in January of 2023 and held regular meetings throughout 2024. The group reviewed the town's current trash sticker program and vendor contract with E.L. Harvey. The group discussed many aspects of the town's present collection system and potential best practices that could work in Maynard. The group compiled a list of comparable towns' solid waste and recycling programs. The task force recommended the creation of an enterprise fund for management of the town's solid waste and recycling program. This was on the warrant at the Special Town Meeting in October and was passed. The group began work on a needs assessment and continued work on recommendations for program changes.

Respectfully Submitted,

**Waneta Trabert**  
**Chair**

## HISTORICAL COMMISSION

### Members

Priscilla Sandberg.....	Chair
Lee Eyler.....	Clerk
Ellen Duggan.....	CPC Rep
Brion Berghaus.....	Member
Paul LeSage.....	Member
John Courville.....	Alternate
David Mark.....	Alternate
Pamela Agner.....	Alternate

The Maynard Historical Commission's (MHC) mission is to preserve, protect and develop the historic and archaeological assets of the community and to ensure that the goals of historic preservation are considered in the planning and future development of the community. The Commission has five members and may have up to five alternate members.

In 2024 the Maynard Historical Commission continued its primary role as advisors to the Select Board, other town boards and committees and commissions and community members on matters of historic preservation in Maynard. It also continued as the regulatory body for the town's Preservation of Historically Significant Buildings By-Law, also known as the Demolition Delay By-Law.

### Maynard Historical Commission 2024 Highlights:

- Supported the preservation of the old Fowler/Artspace complex
- Completed the latest CPC-funded round of MACRIS and continued to inventory Maynard's historic buildings and areas in town including each Mill building
- Launched the Boothroyd/Mark Lecture series in concert with the library
- Implemented updates to MHC town website
- Assisted several homeowners in acquiring historic plaques for their homes
- Awarded historic markers to several buildings and sites
- MHC, with help from DPW director Justin Demarco, arranged to have Maynard Historic Society create a video of the historic 1888 pumping station on Winter Street for the historical record
- Completed the installation of an historic marker at Ice House Foundation along the Rail trail with enhancement of the site as part of a CPC funded grant
- Officially acknowledged and congratulated Ascension Parish and St. Bridget's church on the occasion of the church's 140 anniversary.
- Continued and completed extensive research on both Powdermills and the Papermill for future historic markers
- Initiated contact with the new owners of Coolidge school to suggest an historic name for new apartment complex
- Welcomed new member, Pamela Agner
- Completed the revision of the MHC Maynard Walking Tours, updating the brochures

- Participated in an awareness campaign for the MHC by staffing a booth at the Maynard Farmer's Market, providing information and literature about MHC's activities
- In November, with DPW installed 11 scenic and historic road signs around town
- In collaboration with SB and MARA, agreed to pursue efforts to chronicle the historic presence of indigenous people in our area
- Administered CPC grant to obtain a set of designs for the preservation of Alumni Field house
- Completed the relocation of the historic Lorenzo Maynard watering trough (1891) from the old fire station to its new site in Memorial Park
- Met with the new owners of the historic Sanctuary building to identify common areas of interest

Respectfully submitted,

**Priscilla Sandberg**  
*Chair, Historical Commission*

## RECREATION COMMISSION

### Members

Denise Walsh	Chair
John Brennan	Member
Tom Hesbach	Member

The mission of the Maynard Recreation Commission is to enhance the quality of life in the community through facilities, activities and programs that encourage health, fitness and recreation. The vision of the commission members is to create and sustain thriving parks, fields and open space that will be resilient and sustainable. The Maynard Recreation Commission fosters the town's recreational needs through efficient use and care of space and assets to best serve the populace.

Currently the Commission runs a ski program to Wachusett Mountain for Grades 3-12 as well as a Winter Futsol Program. Plans are in progress to add more programs to increase community involvement and to improve the spaces available for recreational use.

Respectfully submitted,

**Denise Walsh**  
*Chair, Recreation Commission*

## SENIOR CENTER COMMITTEE

### Members

Jerry Culbert	Chair
Deb Roussell	Vice Chair
Dan Shields	Clerk
Mary Ann Bassett	Member
Stephanie Duggan	Assistant Town Administrator



Paul Guthrie	Member
Mark Koenig	Member (Started June 2024)
Liz Drury	Member (Through May 2024)
Amy Loveless	Council on Aging Director
Jack MacKeen	Member
Mary Mitzcavitch	Member
Jushua Morse	Member
Chris DiSilva	Select Board Liaison
Linda Holt	Finance Committee Liaison

### To the Honorable Select Board, Town Administrator, and the Citizens of Maynard:

The Senior Center Committee (SCC) is pleased to submit this report for the calendar year 2024.

### Committee Formation and Structure

The SCC was established by the Select Board on January 2, 2024, with the following charge:

*“The Maynard Senior Center Committee serves as an advisory body to the Select Board, providing recommendations for a suitable Senior Center to be operated under the authority of the Maynard Council on Aging (COA) and its duly appointed director and board.”*

The Select Board initially appointed six SCC members, with the remaining five positions filled shortly thereafter, bringing the total to 11 members. Representation includes:

- Two members, each from the COA Board, Friends of Maynard Seniors, and the Maynard Senior Center Focus Group
- The COA Director
- The Assistant Town Administrator (ATA)
- Three at-large members

One member resigned in 2024 due to personal reasons and was replaced.

At its first meeting on February 1, 2024, the SCC elected officers, all of whom continue to serve. Meetings were scheduled for the first and third Thursdays of each month at 7 PM, unless deemed unnecessary. A total of 20 meetings were held in 2024, plus one site visit requiring a posted quorum notice.

### Working Groups and Key Activities

To effectively address its charge, the SCC established the following in 2024:

- **Prior Research Documentation Review** – Reviewed all relevant actions since the 2013 Maynard Community Life Center Committee report, ensuring SCC members had a comprehensive understanding of past efforts. Documents were compiled and posted for reference.

- **Frequently Asked Questions (FAQ)** – Created and maintained a list of key questions and responses on the SCC’s webpage. The SCC’s webpage and email serve as the primary means of public communication.
- **Site Visit Coordination** --Coordinate the SCC’s visits to Senior Centers in other towns, especially those with demographics comparable to those of Maynard. Tabulate observations to help inform the SCC (and COA, also) regarding desired attributes for a new interim Senior Center site.
- **Finance** – Explored potential funding pathways for a future Senior Center. (This group merged with the real estate group.)
- **Real Estate Review** – Identified potential interim Senior Center sites in Maynard and gathered information on availability, conversion feasibility, and associated costs (lease, taxes, utilities, maintenance). Worked with the COA and Town officials on next steps.

### Progress and Milestones

- **April:** Select Board member Jeff Swanberg presented an analysis identifying Massachusetts towns with demographics comparable to Maynard. This helped refine SCC expectations, shifting the focus from nearby wealthier towns to those with similar financial and population characteristics.
- **May–June:** The Real Estate Review Working Group collaborated with the Town Administrator and Select Board to develop a *Request for Information (RFI)*, allowing the Town to gather property availability and lease cost data without requiring prior funding approval. The RFI was issued on July 9.
- **August:** The working group conducted site visits to two potential interim Senior Center locations. Both required significant capital investment by the Town. A third potential site was identified outside the RFI process later that month.
- **September:** The SCC reviewed and revised a detailed report, compiled by the Real Estate Review Working Group, summarizing findings for the Select Board.
- **October:**
  - SCC presented key findings to the Select Board, highlighting that one site vendor was willing to capitalize conversion costs and include them in the monthly lease, eliminating the need for an upfront Town-funded capital expense. The presentation received positive feedback from citizens in attendance.
  - COA Chair Mary Ann Shields explored potential space within Maynard High School, given its current student population versus design capacity. Four SCC members joined Ms. Shields in touring an unused 1,200 sq. ft. classroom with an adjacent shared kitchen. This space, with an exterior entrance, could serve as an “offsite activity space” for Senior Center programs. Further discussions on this opportunity will be led by the COA.
  - The COA-led *UMass Boston “Aging in Maynard” Study* results were presented to the Select Board.
- **November:** Data collection began for a *Request for Proposals (RFP)*. The COA was directed to request \$200,000 in annual lease funding starting in FY2026.
- **December:** The Select Board instructed the Town Administrator to proceed with the RFP, with the SCC’s Real Estate Review Working Group assisting the COA. The RFP was posted in late December, with responses due by January 31, 2025.

## Conclusion

SCC has made significant progress in 2024, advancing research, identifying potential locations, and laying the groundwork for securing an interim Senior Center. We remain committed to working with the Select Board, Town officials, the COA, and the community to ensure that Maynard's seniors have a dedicated, accessible, and sustainable space for programs and services.

Respectfully submitted,

***Jerry Culbert***  
***Chair***

## AFFORDABLE HOUSING TRUST

### Members

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

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

The Maynard Affordable Housing Trust was established in 2018. As provided in the Town of Maynard By-Laws, the purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Maynard for the benefit of low- and moderate-income households in Maynard. The Trust is authorized to accept and distribute funds, and to acquire and use property, to support this purpose. The Trust works with other town housing programs and can act quickly when affordable housing opportunities arise. The Trust is overseen by a five-member Board of Trustees appointed by the Select Board. The Board members serve without compensation.

At the Spring 2024 Annual Town Meeting on May 20, 2024 the town meeting attendees authorized \$200,000 in funding from the Community Preservation Act funds as recommended by the Community Preservation Committee for use in promoting the goals and activities of the Trust. This brought the total funding over 7 years to \$908,000. Among the eligible activities of the Trust to create affordable housing are outright purchase of properties, the purchase of deed restriction on privately-owned property, subsidizing additional affordable housing units in planned multi-family development projects and establishing a locally based rental assistance program.

The Trust continued to meet with the private developer of the former Coolidge School throughout 2024 and in November 2024 made a \$265,000 forgivable loan to the developer that increased the number of affordable housing units at the project beyond the requirements of the inclusionary zoning bylaw. The funding secured for the town an additional affordable unit, 2 units at 60% of areawide median income and thus all 12 units qualified for inclusion in the State's Subsidized Housing Inventory.

In 2024, the Trust approved the Local Initiatives Program (“LIP”) application for 115 Main St., a critical step in the development process of the new building on the site of the former Gruber Furniture Building.

In 2024 the Trust is implementing Round 2 of the Maynard Rental Assistance Program with the goal of assisting more rent-burdened households. The result is that 6 low and moderate income Maynard households, in addition to the 4 in Round 1 (2023), are receiving rental assistance. In 2025 the Trust is implementing Round 3 of the Program with the goal of assisting more households.

The Trust meets as needed and all are welcome to attend.

Respectfully submitted,

***Rick Lefferts***  
***Chair***

## **AMERICANS WITH DISABILITIES ACT (ADA) COMMISSION**

### ***Members***

Elijah Tucker.....	Chair
Deputy Chief Chris Troiano.....	Vice Chair
Denise Shea.....	Secretary
Brion Berghaus.....	Treasurer

The ADA commission (hence forward “The Commission”) was set up in 2018 to help the town with policies to meet the ADA guidelines and to forward recommendations to the town on how to improve any issues in accessibility.

The Commission is set up to include 5 members, 1 town representative and 4 members that have at least a relation to someone with a disability. Currently there is one vacancy.

Over the past year we were able to have six meetings (three meetings had to be cancelled—two due to weather-related issues, and one due to the lack of a quorum). Our efforts to recruit some new members brought 5 new people interested in attending our meetings, and three serious about joining the Commission. We have proposed an amendment to our bylaws to allow for more Commission Members, which we believe will allow us to get more things done. We were made aware of, and tried to address, concerns brought to us from members of the community, as well as worked with the town to improve some handicapped-accessible parking spaces.

Respectfully submitted,

***Elijah Tucker***  
***Chair***