

2023 Annual Town Report

Maynard, Massachusetts



January 1 through December 31, 2023

Credits and Acknowledgements

The 2023 Town Report is dedicated to the incredible residents, volunteers, board and committee members, and staff who help make Maynard such a great place. Since working for the Town, I've felt welcomed and I continue to see the love and dedication residents, volunteers, and staff have for this community.

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Design & Editing

Gregory Wilson
Executive Assistant

Production

Keith Shaw & Tony Monteiro
Flagship Press - North Andover, MA

I would like to first and foremost 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, Gregory Johnson, and Zoe Piel for your thoughts, feedback, and assistance with finalizing the report. 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 2023.....10,401

Area:.....5.24 Square Miles

Town Roads:.....83 Lane Miles

Fiscal 2023 Tax Rate:.....Residential: \$18.97
Commercial: \$25.24

Tax Levy:.....\$37,492,883

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

General Information

Emergency Numbers

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

Eversource

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

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

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

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

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.....

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.....	800-873-4966

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.....

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
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Dog Licenses

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

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

Fire Department

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

Firearm Identification Cards

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

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

histcom@townofmaynard.net	
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Housing Authority

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

Human Resources

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

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

Inspectional Services.....

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
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Notary Publics

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

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&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 & 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
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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
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Water Department

<i>Water & 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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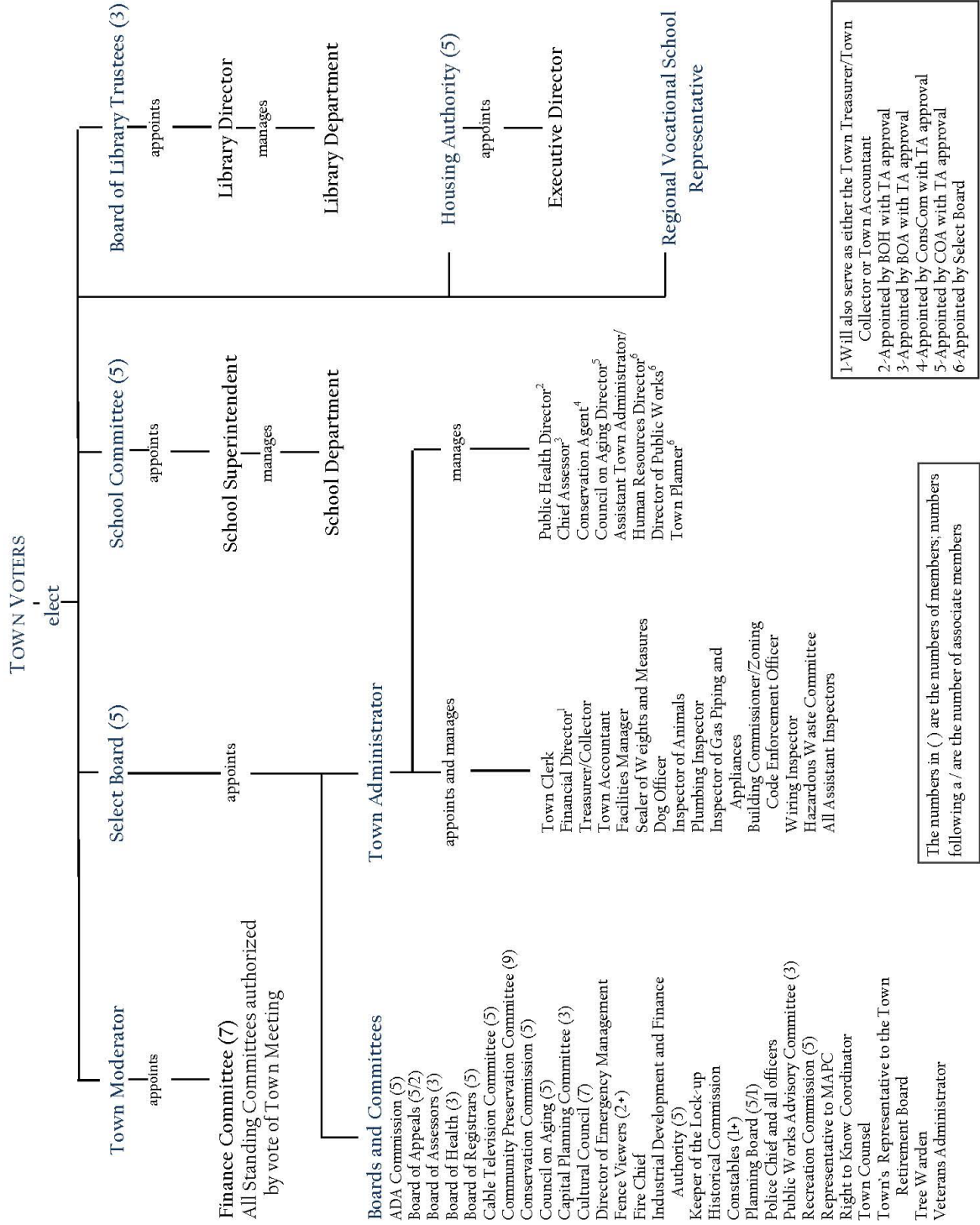
Website

<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>	978-897-13
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General Government

SELECT BOARD



Members

Chris DiSilva.....	Chair (7/5/23)
Jeffrey Swanberg.....	Chair (7/12/22-7/5/23)
Mike Stevens.....	Clerk
Justine St. John.....	Member
David Gavin.....	Member

This annual report for the calendar year 2023 is respectfully submitted on behalf of the Maynard Select Board.

The Select Board continues to be pleased to be able to attend along with the rest of the community, any number of parades, celebrations, fundraisers, concerts, and meetings being held in person as we move further away from the Covid-19 pandemic. As our outdoor dining program continues to grow along with other outdoor and public activities, we are pleased to see our community come out to support all of these events and activities.

The Select Board, and town hall staff continue to work closely with our state delegation, as well as our Congressional Representative Katherine Clark. As always both State Senator Jamie Eldridge, and State Representative Kate Hogan, and their offices continue to advocate for and support the efforts of the town of Maynard. As a direct result of their efforts and support the town has been the recipient of several Grants, and Earmarks. As always, the town wishes to offer our sincerest thanks to both Senator Eldridge and Representative Hogan for all they do to enrich, and support the town both financially, and legislatively.

As always, the town continues to work to improve and upgrade our infrastructure and municipal building and facilities. As 2023 comes to a close so does the first full year of life in our new Fire Station for Chief Angela Lawless, and her department. In early 2024 the Learning Mezzanine in the fire station will be complete, thus bringing to an end the construction phase of the project as per the original approval of Fire Station Building Committee and Town Meeting.

Also, the Green Meadow School Building Committee, in partnership with the Massachusetts School Building Authority (MSBA), has put forth the plans for a new Green Meadow Elementary School. The new school project was approved overwhelmingly both at a special town meeting in the fall of 2023, and also at a follow up local election seeking a Proposition 2 ½ override to cover the cost of the towns portion of the new building, and grounds. Construction will commence in early 2025, with the goal of seeing students occupying the building after the winter break of 2026.

The school department in cooperation with both the town and its facilities director has also been looking to upgrade and improve on several fronts. At the special fall town meeting an article was approved to replace / repair an aging boiler / furnace at the Fowler Middle School. At the high school, construction is expected to begin this spring on solar canopies in the student parking area which will offer substantial energy cost reductions. Most recently, the schools and town (School

Committee & Select Board) have been working with a committee established to make recommendations regarding the replacement of the bleachers at Alumni Field. As the committee works on the planning for new bleachers, the Select Board and School Committees continue to work together to establish a financial solution to the project.

In other facilities news, the Select Board continues to receive guidance from reuse committees established to offer guidance and information on both the former Maynard Fire Station, (1 Summer Street), and The Former Fowler Middle School at 61-63 Summer Street. We are hoping to receive final reports on both facilities in the spring or summer of 2024.

Last but not least in facilities news is the creation of the Maynard Senior Center Committee. A committee established by the board to advise the board on the short term, long term, and permanent establishment of a suitable facility(s) for a Maynard Senior Center that will serve generations of Maynard seniors moving forward.

The Board continues to work closely with DPW director DeMarco to meet the town's needs as they relate to our aging infrastructure. As our water and sewer system ages, we are constantly working to make upgrades prior to system failures in order to maintain the high service levels our residents have come to expect. Most important among these is the continued construction of our Well 4A treatment plant. As Well 4A is being built we are continuing to research, and plan for the introduction of other long-range solutions to our ever-present water capacity concerns.

After several years of construction, the Massachusetts Highway Department completed the Florida Street Bridge, and turned it back over to the town. As per our Master Plan, the town continues to adhere to the requirements of the complete streets program in order to be eligible for the grants associated with the program.

The ongoing initiative known as "The Powder Mill Corridor" continues to move forward with input from the community, the Metropolitan Area Planning Committee, and the town of Acton. This mixed-use development is a cornerstone of the town long range development plan, and will provide increased Assabet River access and walkability long into the future once it is completed.

Heading into 2024 The Select Board will continue to work closely with the town hall staff, and other committees to maintain all of the services the town provides, and to do so with a deep sense of fiscal responsibility, and a commitment to work diligently to minimize any and all tax or service fee increases. Maynard is not alone when it comes to tight budgets, and rising expenses, but we have a excellent team in place to help guide us towards making wise decisions that will ensure the town thrives going forward.

None of the accomplishments of the past year could be possible without the tireless work of Greg Johnson and the town hall staff. We'd like to thank each and every member of the team for a job well done in 2023, and for what we know will be more of the same as we enter 2024.

Respectfully submitted,

Chris DiSilva
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 2023 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) for development of Schematic Designs during the feasibility phase of the Green Meadow Elementary School building 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).
- Serves as the lead negotiator for employee collective bargaining agreements and individual personnel employment agreements.
- Hosted Insurance Advisory Committee (IAC) meetings is 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.
- Attended the annual Legislative Breakfast hosted by the regional planning agency, the Metropolitan Area Planning Council (MAPC).
- Served as a reviewer of Maynard High School senior projects presentations, and participated in the “Mock Interviews” of high school seniors.
- Offered a Request For Proposals (RFP) for the disposition of the old fire station at 1 Summer Street.
- Supported the acquisition of temporary, rented bleachers at Alumni Field, and collaborated with the Superintendent of Maynard Public Schools towards planning the replacement of the permanent bleachers.
- Supported the closing on the sale of 12 Bancroft Street, the old “Coolidge School”.
- Procured an interim Town Accountant and recruited and hired a new full-time Town Accountant.
- Supporting the opening of the town’s new fire station on Sudbury Street, by serving on the Fire Station Building Committee and in my capacity as the town’s Chief Procurement Officer.
- Proposed and implemented the re-organization of the Town Administrator’s Office, including the Select-Board appointment of Stephanie Duggan to serve as Assistant Town Administrator, and the establishment of a new department head as the Executive Director of the Office of Municipal Services.
- Supported the recruitment and appointment process for a new Fire Chief.
- Launched the town’s new website, allowing for active involvement by all departments and committees towards providing up to date information for the public.
- Conducted procurements for On-call engineering services (“Town Engineer”), Planning Board engineering review services, Conservation/Wetland review services, and Owners Project Manager (OPM) for design and construction of replacement Alumni Field bleachers.
- Joined the American Planning Association of Massachusetts (APA-MA) in recognizing resident David Mark for his volunteer work related to the Assabet River Rail Trail (ARRT).
- Supported the town’s Sustainability Committee in drafting procurement procedures for soliciting proposals from potential vendors to administer the Municipal Vulnerability Program (MVP) 2.0 grant program.
- Conducting procurement procedures for multiple leasing agreements for portions of 61-63 Summer Street.
- Met with local and state officials at the Assabet Coop Market to welcome US Congresswoman Clark to report the current successes of the town and its challenges towards goals of progress.
- Along with Executive Assistant Greg Wilson, attended the Maynard Business Alliance (MBA) first in-person meeting since the pandemic.
- Met with town officials and solar energy consultant and representative of solar energy facilities vendor at the Maynard High School front parking lot to review proposed plans for the installation of carport solar arrays.
- Welcomed a visit from District Attorney Ryan to the Boys and Girls Club of Assabet Valley.
- Met with members of the Maynard Business Alliance (MBA) for a walk around downtown to speak with business owners, and to observe the progress on the plantings and landscaping for beautification in Naylor Court.

Respectfully submitted,

Gregory W. Johnson
Town Administrator

ASSISTANT TOWN ADMINISTRATOR/ HUMAN RESOURCES DIRECTOR

“Culture is simply a shared way of doing something with a passion.”
Brian Chesky, Co-Founder, CEO, Airbnb

On July 18, 2023, the town re-organized the Assistant Town Administrator (ATA) role to better address the changing needs of town services and operations. Previously, the ATA also served as the Executive Director of Municipal Services (EDOMS) overseeing the Building, Planning & Zoning, Conservation, and Public Health divisions, better known as the Office of Municipal Services. By re-focusing increasing human resources roles and responsibilities toward the ATA through an Assistant Town Administrator/Human Resources Director (ATA/HR), the town was able to provide the municipal services divisions a full-time, dedicated EDOMS to oversee and assist in the administration and support of local community and economic development initiatives. In turn, given the growing need for human resource professionals within municipal government personnel management, the ATA 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.

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 2023, management entered into contract negotiations with the AFSCME Clerical and NEPBA Police unions, resulting in a new agreement in October for the police and a continuing negotiation into the beginning of 2024 with the clerical union. Additionally, successor agreements were also negotiated with the Police Chief, Deputy Police Chief, and Planning Director.

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 2023 as we welcomed the following new hires and celebrated the following promotions:

NEW HIRES / INTERNAL TRANSFERS	
FRANK ARBOUR	Building Maintenance
SARAH BARAKAT	Public Safety Dispatcher
SANDRA BALTAZAR	Assistant Town Accountant
ABIGAIL CASABONA	Library Circulation Assistant
NICOLE CHIASSE	Firefighter
NICHOLAS CUTONE	Firefighter
DANIELLE EDMANDS	Food Inspector
DANIEL GEORGE	Police Officer
TIMOTHY LANDRY	Firefighter
PATRICK LANGUZZI	Public Safety Dispatcher
DONALD MALATESTA	Crossing Guard
MARCOS OLIVEIRA	Police Officer
LABADY RIVIERE	Police Officer
STEVEN SILVERSTEIN	Executive Director of Municipal Services
JAMES TYLER	Laborer Cemetery & Parks
PROMOTIONS	
ANGELA LAWLESS	Fire Chief
KEVIN PETERSEN	Town Accountant

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.



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 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 Board of Selectmen 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 process through our MIIA provider, Cabot Risk/Chubb. In 2023 we took advantage of MIIA’s NavRisk secure claims portal to further streamline our claims process.

Unemployment: Fraudulent unemployment claims waned in 2023 as we took part in a new, 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 2023 include:

- *Unconscious Bias with Cally Ritter*
- *Budgeting and Retirement Planning*
- *Weight Loss Challenges & Sleep Improvement Programs*
- *Healthy Recipes/Cooking Classes*
- *Yoga and Meditation through OmPractice*
- *Home Office Plants & Gardening*
- *Remote Workspace Best Practices*
- *Navigating Stress and Anxiety 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 & Pie Baking Contest, Summer Cookout, Halloween Costume Contest, Sports Team Pride Days 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 Fire Chief Anthony Stowers for all he has done in his 11 years at the helm of the Maynard Fire Department. We wish him all the best as he embarks on his retirement journey.

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

In closing, I am both honored and humbled to be appointed by the Select Board to serve as Maynard's first 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 town meeting. The Finance Committee is an advisory committee which researches the financial impact of the various articles presented to the town meeting. The moderator coordinates the town meeting. There is no judicial branch in town government as cities and towns serve under the rules and regulations of the Commonwealth of Massachusetts. Therefore, it is the Attorney's General Office that oversees the legality of the Town Meeting's actions.

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 committee. Among the responsibilities are encouraging open discussion giving both sides of a proposal (article/motion) an opportunity to share pros and cons. This not only concerns voting for or against, but potentially modifying the proposal. The moderator also must allow as much discussion as possible while keeping the meeting to a reasonable length. The moderator's goal is keeping the meeting to one session in order to have greater voter participation on all motions. This statistically reflects better representation of the whole Town's population and is preferable than adjourning a few articles to a second session.

We had two meetings in 2023. The first was the Annual Town Meeting on 15 May. We had 239 registered voters, surpassing our required quorum of 75. The meeting started at 7:00 PM and dissolved at 11:45 PM after processing 38 articles. Official minutes of the meeting are on the Town of Maynard website.

The second was a Special Town Meeting on 10 October with 8 articles. We had 784 registered voters. This caused registration to go slower than anticipated. As a result, we started at 7:55 PM, much later than the scheduled 7:00 PM start. Because of the cold weather many people waited in their automobiles until the line grew shorter making it difficult to know who arrived by 7:00. The moderator waited until everyone had registered before proceeding with the first article (and motion). One topic on the warrant that was of particular interest to the community was an appropriation of \$86 million for a new elementary school (which passed). Normal attendance varies between 125 and 250

attendees, so this large meeting was very unusual. We were able to accommodate everyone using both the auditorium and gym of the Fowler Junior High School. The meeting was dissolved at 10:25 PM

In the spirit of continuous improvement, we created a web survey asking for the pros and cons for improving town meeting experience. In the survey results, there were several comments regarding selecting a different time and day for town meetings so more people could attend. Currently the town by-laws dictate the time and day, so we will be looking at preferences and potentially propose modifications to the by-law.

Respectfully Submitted,

Dick Downey
Town of Maynard Moderator

TOWN CLERK

Staff:

Dianne M. Reardon.....	Town Clerk
James P. Alexander.....	Assistant Town Clerk

To the Distinguished Select Board and Residents of Maynard:

The Maynard Town Clerk is appointed by the Town Administrator and is a department head. The Town Clerk, supported by the Assistant Town Clerk, roles and responsibilities: Chief Election Officer, Registrar of Vital Records and Statistics, Records Access Officer, Record and Recording Officer, and Licensing Officer. The Town Clerk's Office also manages the public records that include implementation of the Open Meeting Law and State Ethics Conflict of Interest Laws that were revised in 2010 to include all staff, boards, and committee members.

Maynard hosted two Town Meetings. The Annual Town Meeting was held on May 15, 2023, at the Fowler School. The Special Town Meeting was held on October 10, 2023, in the auditorium of the Fowler School. Our thanks go out to the election workers, facilities personnel of both the town and the school department, the school personnel, and the video and audio personnel from the school.

Hosting two elections was particularly exciting. Combining the polling into one location continues to be preferable and convenient. Early Voting by Mail was instituted by the State Elections Division and an extended Early Vote in Person period was voted into the Acts of 2020.

Please check our NEW website <https://www.townofmaynard-ma.gov>, for information on upcoming events, elections, voter information, registering your dogs, town census as well as other information about our town government.

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

Respectfully submitted,

Dianne M. Reardon
Town Clerk

Annual Town Election
May 2, 2023
Voter Turnout: 1061

Special Debt Exclusion Election
November 7, 2023
Voter Turnout: 1833

The following vital records were recorded in the Town of Maynard in 2023:

Vital Records in 2023

<i>Year</i>	<i>Births</i>	<i>Deaths</i>	<i>Marriages</i>
2015	116	69	45
2016	112	76	53
2017	105	65	40
2018	123	58	44
2019	110	70	36
2020	89	85	21
2021	114	79	8
2022	96	94	51
2023	120	82	56

Dog Licensing:

Dogs should be licensed in January & February or the owners or keepers may be subject to a fine. The law applies to all dogs six months or over, regardless of the time of year ownership is acquired. Dog registration forms may be found on the Town of Maynard website:
<https://www.townofmaynard-ma.gov/gov/departments/town-clerk/dog-licenses/>.

Maynard Town Election – May 2, 2023

Candidate	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTALS
SELECT BOARD					
BLANKS	111	70	110	74	365
DAVID D. GAVIN	295	183	270	170	918
JEFFREY C. SWANBERG, JR.	256	171	251	146	824
Scattered	2	0	11	2	15
TOTAL	664	424	642	392	2122

SELECT BOARD - 1 YEAR					
BLANKS	3	2	3	2	10
SHEENA M. MCNAMARA	49	26	53	31	159
MICHAEL STEVENS	279	184	265	163	891
Scattered	1	0	0	0	1
TOTAL	332	212	321	196	1061
SCHOOL COMMITTEE					
BLANKS	131	93	125	94	443
MARY S. BRANNELLY	284	167	273	158	882
NATASHA RIVERA	246	159	238	137	780
Scattered	3	5	6	1	15
TOTAL	664	424	642	390	2120
ASSABET VALLEY REP					
BLANKS	51	31	59	37	178
PAMELA J. REINIGER	281	180	261	159	881
Scattered	0	1	1	0	2
					0
TOTAL	332	212	321	196	1061
BOARD OF LIBRARY TRUSTEES					
BLANKS	46	28	46	24	144
FRANCIS S. WYMAN	285	183	274	172	914
Scattered	1	1	1	0	3
TOTAL	332	212	321	196	1061

HOUSING AUTHORITY 4 YEAR					
BLANKS	55	35	51	36	177
MATTHEW J. PREYS	277	176	269	160	882
Scattered	0	1	1	0	2
TOTAL	332	212	321	196	1061

Maynard Special Election – November 7, 2023

QUESTION 1 - GREEN MEADOW SCHOOL CONSTRUCTION					
	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTALS
YES	463	313	452	276	1504
NO	89	74	104	62	329
BLANK					0
TOTAL	552	387	556	338	1833

2023 Annual Town Meeting

At the Annual Town Meeting duly called and held at the Fowler School Auditorium, 3 Tiger Drive, on Monday, May 15, 2023 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (75 Voters = quorum); **239** voters were present.

The Town Moderator, Richard “Dick” Downey, called the meeting to order at 7:03 pm.

At the start of the meeting, Moderator Downey appointed Andy Moerlin as the Deputy Moderator.

Moderator Downey presented a consent calendar and combining articles to make the voting process quicker.

Moderator Downey explained that there need not be a motion to waive the reading of the warrant.

MOTIONS PASSED UNANIMOUSLY.

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 UNANIMOUSLY 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 UNANIMOUSLY BY SHOW OF HANDS.

Mr. Stephen Wagner, 13 Charles Street, asked that the speakers/officials identify themselves at the podium and also asked for better lighting and name tags that are visible.

Moderator Downey explained the lighting needing to be low for the audience to see the presentation screen more clearly.

ARTICLE: 3 AUTHORIZE REVOLVING FUNDS CHAPTER 44, SECTION 53E 1/2

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, 2022, (FY23) 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
TOTAL OF ALL REVOLVING FUNDS	\$400,000.00

To do 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, so that the Town can collect and disburse money for certain stated purposes.

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 UNANIMOUSLY BY SHOW OF HANDS.

ARTICLE: 4 CERTIFIED FREE CASH APPROPRIATION FOR FISCAL YEAR 2023

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

Snow & Ice Deficit	\$ 327,000.00
Snow & Ice Deficit AS AMENDED	\$ 300,000.00
Capital Stabilization Fund	\$ 50,000.00 –
Capital Stabilization Fund AS AMENDED	\$ 25,000.00
General Stabilization Fund	\$ 100,000.00
General Stabilization Fund AS AMENDED	\$ 47,000.00
Other Post Employment Benefits Fund	\$ 25,000.00
Personnel Contracts	\$ 65,000.00
Personal Property Software	\$ 25,000.00
Alumni Bleachers Planning/Design	\$ 50,000.00
Public Safety Active Shooter Training	\$ 20,000.00
Election Poll Pads	\$ 12,000.00
Prior Year Bills	\$ 10,375.00
Police Cruiser	\$ 55,000.00
Roads/Sidewalks Repairs	\$ 200,000.00
Roads/Sidewalks Repairs AS AMENDED	\$ 150,000.00
Fire Department Control Vehicle	\$ 60,000.00
Library Stairwell Repairs	\$ 40,000.00
Maynard School District Flooring	\$ 40,000.00
Maynard Schools Teacher Device Refresh	\$ 45,000.00
Maynard School Corey Phone System	\$ 50,000.00
Maynard School District Operations	\$ 87,599.00
Maynard School District Op AS AMENDED	\$ 65,000.00
Special Education Stabilization Fund	\$ 50,000.00
Special Education Stabilization Fund AS AMENDED	\$ 192,599.00
Council on Aging- Towards a Senior Center or any assessment to study the needs of the senior population AS AMENDED	\$ 35,000.00
Public Works Field St. Drainage Project	\$ 50,000.00
Public Works Main St. Stormwater Project	\$ 200,000.00
Public Works Town Hall HVAC	\$ 100,000.00

Public Works Backhoe	\$ 325,000.00
Public Works Leaf Vac Truck	\$ 14,000.00
Total Requested Appropriation	\$ 2,000,974.00

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$2,000,974.00
 FINCOM RECOMMENDATION: Does not recommend

Comments:

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 is 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. At least one new police cruiser is typically purchased annually to meet operational demand for vehicle fleet turnover. This proposed appropriation for a new cruiser is intended to acquire a "hybrid" fuel-efficient model to meet sustainability initiatives. The Police and Fire Departments have secured grants funds for active-shooter training that requires supplemental funds from the awarded municipality. Free Cash is traditionally appropriated to cover the expenses from prior year bills. The Fire Department's current vehicle for command-and-control functions is at its end of useful life and requires replacement. The town's library's stairwell needs repairs from damage by rain and storm impacts. Funds for personnel contract settlements, including unions, are intended for expenses derived from negotiations in fiscal year 2023. Although the funding for construction of new bleachers at Alumni Field is not yet determined, investing in designs and planning is required, and Free Cash is recommended to supplement the requested appropriation from Community Preservation Act (CPA) funds directed for the same purpose. Modern business practices require up-to-date technology infrastructure, and the use of Free Cash for one-time replacement of assets, such as personal property assessing services with associated software as well as election-supporting poll pads, allows the use of general funds for other operations. Funding for roadway and sidewalk repairs is meant to supplement formulaic state allocations which are not sufficient to meet maintenance and improvement demands of the public right-of-ways. The equipment and vehicle fleet of the town's public works department is heavily used and requires replacement, especially for assets at or beyond useful life that are in irreparable condition. The increase of uncontrolled stormwater runoff is causing significant degradation to the areas of Field Street. Funding is required to supplement already allocated state-budget support for stormwater mitigation on Main Street. Town Hall's current HVAC system is undersized and inadequate for providing cooling at appropriate levels resulting in high humidity causing internal issues with day-to-day operations. The buildings of the Maynard Public Schools' requires regular capital investments, as identified by the school district's facilities staff, and recommended by the CapCom. The School Department's previously unspent Special Education Circuit Breaker funds may be transferred to the existing Special Education Stabilization Fund, as well as to support the operations of the Department at the discretion of the School Committee and Superintendent's Office.

Comments: (Finance Committee) At Town Meeting

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.

AMENDMENT: Natasha Rivera, 9 Turner Road, moved to **delete** the words Snow & Ice Deficit \$327,000.00; Capital Stabilization Fund \$50,000.00; General Stabilization \$100,000.00; Roads Sidewalks Repairs \$200,000.00; Maynard School District Operations \$87,599.00; Special Education Stabilization \$50,000.00. And **adding** the following after “for designated purposes: after line 2: Snow & Ice Deficit \$300,000.00; General Stabilization Fund \$47,000.00; Capital Stabilization Fund \$25,000.00; Roads Sidewalks Repairs \$150,000.00; Maynard School District Operations \$65,000.00; Special Education Stabilization \$192,599.00; Council on Aging – Costs towards a Senior Center or any assessment to study to the needs of senior population \$35,000.

Motion received a SECOND.

MOTION PASSED (Amended) YES: 156 / NO: 54

Moderator announced Yes: 210 / No: 54, which was in error. This was non-consequential.

Natasha Rivera, 9 Turner Road, moved to amend the main motion, and explained her deletions and insertions. Ms. Rivera spoke about the special education circuit breaker monies and the need to be given back to the school department. This would allow the schools to use the money as intended, as well as investing in the senior population.

Moderator Downey allowed discussion on Articles 6 and 7 (prior to moving these Articles), as these articles may impact Article 4.

Ms. Rivera added many of these were recommendations were presented by the Town Administrator to the Superintendent’s Office on February 17th as viable solutions. The School Committee and Superintendent’s Office were in favor of these, but the Select Board was not in favor.

Moderator Downey asked the Finance Committee for input.

Alannah Gustafson, Chair of the Finance Committee, stated that the committee has not had an opportunity to meet as a whole regarding this amendment, thus has no recommendation at this time.

Mr. DiSilva reported that, as is the case with the Finance Committee, the Select Board has not had the opportunity to discuss this. However, the Select Board stands by its approval of Article 4 without this amendment.

Cavan Stone, 17 Rice Rd, explained the school special education funding as it pertains to the pandemic funding. Because of the Covid funding, the circuit breaker money ended up being rolled into the free cash. He feels it is appropriate to return the money back to the schools.

Natasha added that although Finance Committee cannot provide a recommendation, they did not recommend the free cash allocation specifically because of the schools.

Justine St. John, 2 Barilone Circle, spoke on the reductions of the free cash appropriations and how that will impact the town.

Lindy Ghare, 28 McKinley St., drew attention to the Maynard Public Schools presentation. She spoke on historic shortfalls for the schools. She recommended to look long term, and is in favor of this Article.

Ms. Rivera replied to the Snow and Ice appropriation of free cash. She mentioned a reserve fund that is available that is currently funded. This would be a funding source to supplement the free cash appropriation that this amended motion would appropriate.

Mr. Stone agrees with the use of the reserve funds. He added that other towns that had circuit breaker money that was not used, have returned those funds to the school department.

Ken Estabrook, 28 McKinley St., spoke on budgetary issues that the Finance Committee took into consideration before recommending spending areas. He recommends passing the amendment.

The Moderator called for a vote on the amendment only, which does not require a secret ballot. By majority vote, the amendment passed.

Marie Gunnerson, 119 Parker St., asked for clarification on the snow and ice removal, speaking on the lack of snow in this past winter.

Justin Demarco, Director of Public Works, answered that a significant amount of this money is for de-icing situations, as black ice is a public safety issue.

Louann Cutaia, 1 Wilson Circle, wanted to clarify that question, which was what was the budgeted amount for snow and ice, as she recalls that it is always a low-ball number.

Greg Johnson, Town Administrator, explained that the budget has been consistent at \$117,000 for the last five years.

Sally Bubier, 33 Butler Ave., asked if Mr. Johnson could disclose how much money is in the Capital Stabilization Fund and the General Stabilization Fund now.

Greg Johnson, Town Administrator, General Stabilization is \$1,747,706.08 and the Capital Fund Stabilization is \$372,482.05.

ARTICLE: 5 FISCAL YEAR 2024 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>
Full-Time Employees	\$20.00	\$ 45.00

Part-Time Employees <i>(no less than MA minimum wage)</i>	\$15.00	\$ 40.00
Part-Time Specialized <i>(i.e. certified/licensed)</i>	\$20.00	\$ 50.00
Veterans' Agent	Annually	\$10,489.31
Inspector of Animals	Annual Stipend	\$ 105.00
Registrar of Voters	Annual Stipend	\$ 105.00
Clerk, Registrar of Voters	Annual Stipend	\$ 515.00
Moderator	Annual Stipend	\$ 75.00

To do or act thereon.

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

Comments (Sponsor): Part-time Employee minimum wage has been increased from \$14.25 per hour to \$15.00 per hour, staying current with Massachusetts Minimum Wage, and the Veterans' Agent salary has increased from \$10,283.64 to \$10,489.31 [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. These salaries apply to those employees not covered by collective bargaining agreements. (See Sponsor Comments)

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 over last year's plan are an increase of Part-Time Employees Minimum from \$13.50 to \$14.25, and a 2% increase (approx. \$200) to the Veteran's Agent.

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 YES: 208 / NO: 3

Moderator announced Yes: 418 / No: 4, which was in error. This was non-consequential.

Ed Mullin, 5 Nancy Circle, spoke about the speaker system being terrible in the auditorium.

Dick Downey, Moderator, asked WAVM personnel to help with the speaker issue.

Mr. Downey also reminded people to use the correct ballot when voting.

ARTICLE: 6 TOWN GENERAL FUND BUDGET FISCAL YEAR 2024

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 2024 (July 1, 2023 – June 30, 2024) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$ 3,613,181
Public Safety	\$ 5,286,095
Public Works	\$2,579,839
Cultural & Recreation	\$ 642,348
Education - Maynard	\$ 22,229,735
Education - Assabet	\$ 1,269,349
Employee Benefits	\$ 9,735,900
Debt Service	\$ 2,678,889
Reserve Fund	\$ 250,000
Peg Access	\$ 346,434
Total General Fund Expenses	\$ 48,631,769

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$ 48,631,769.00
FINCOM RECOMMENDATION:	At Town Meeting

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 \$48,631,769.00. The categories noted above are for explanation purposes.

Comments (Finance Committee): At Town Meeting

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 PASSED YES: 179 / NO: 40

ARTICLE: 7 AMEND PUBLIC EDUCATION BUDGET FISCAL YEAR 2024

A motion was made to raise and appropriate, or transfer from General Stabilization or other available funds in the treasury, an additional combined sum of \$515,843 to fund the level service operating expenses of the Maynard School Department for the Fiscal Year 2024

To do or act thereon.

SPONSORED BY: School Committee
APPROPRIATION: \$515,843
FINCOM RECOMMENDATION: does NOT recommend

Comments: (Sponsor) – The School Committee seeks an additional sum of \$515,843 above the proposed FY24 Maynard Education budget allocation of \$22,229,735.00 to sufficiently fund what is required to provide level services for Maynard students in the upcoming school year.

MOTION MADE: Natasha Rivera moved to raise and appropriate, or transfer from General Stabilization or other available funds in the treasury, an additional combined sum of \$515,843 to fund the level service operating expenses of the Maynard School Department for the Fiscal Year 2024.

MOTION WAS SECONDED.

MOTION FAILED: YES: 92 / NO: 89 (DID NOT MEET 2/3 REQUIREMENT)

Comments: (Finance Committee) Not recommended. Alannah Gustafson, Chair of the Finance Committee, clarified that the motion was slightly different that was voted on by the Finance Committee.

Natasha Rivera, Chair of the School Committee, asked if the Superintendent, Brian Haas, can join them for their presentation. The Moderator allowed this. They were joined by Mary Brannelly from the School Committee.

The Moderator asked for an update from Greg Johnson, Town Administrator, after Article 4 has passed and the impact this has on these related articles.

Mr. Johnson explained that the Free Cash article proposed amended, does provide the School Department with an additional \$65,000 towards their operating budget. He explained the total of all proposals for the School Department. He explained that if the budget is passed, along with an additional \$515,000 for the School Department, the budget will be “unbalanced” going into FY24 because the budget is created based on projections of revenue. Article 6 presents the revenue as it stands, therefore presents a balanced budget. In order to add \$515,000. funding would need to be found in order to balance the budget. He explained an unbalanced budget.

Peggy Brown, 4 Grant St., asked about mixing two articles in one vote. She asked if we had the availability to split these two articles and vote separately.

The Moderator answered that these votes will be done separately.

Glenn Koenig, 10 Charles St., summarized what was said, which was for every dollar we vote “yes” on for Article 7, we will need to deduct from Article 6.

The Moderator answered that might not be precisely correct, but, in essence, it is correct.

Ms. Rivera made a clarification. The impact of this Article was looked into by the School Department and spoke on the variables that are still up in the air. She added that the state funding has not been determined as of yet.

Chris DiSilva, answered Mr. Koenig's original question. He answered that this is correct and the money has to either be taken from somewhere else or raised with an override.

Alannah Gustafson, Chair of the Finance Committee, clarified further that the Article 7 funds can also be taken from Stabilization Funds. She spoke about retaining a balanced budget.

Cavan Stone, 17 Rice Rd., explained the reason for the shortfall in the school budget. He stated that, as a town, the revenues are growing slower than the costs for the town. If this trend continues, there may be very painful service cuts or an override. We may be able to delay this, but we are headed to this decision.

Lindsay McConchie, 52 Summer St., asked about the Special Education Stabilization Fund. She asked if the allocation approved in Article 4 has any implications for this number in Article 7.

Ms. Rivera explained that the school budget had assumed the inclusion of the assumption of the circuit breaker money being in the Special Education Stabilization Fund, in addition to level service funding. Then the school committee determined that the funding would be placed in free cash and not automatically in the Special Education Stabilization Fund.

Bob McCarthy, 28 Tobin Dr., he spoke about trending and data analysis. He asked for what was trending for state aid in the past few years. He mentioned communities around Maynard getting significantly more funding than Maynard receives. He would like to look at revenue sources other than property taxes. He also asked if this Article 7 is passed, what impact will that have on employee benefits.

Ms. Rivera replied that the state aid has not been at the level desired for our district. She explained the qualifications met by surrounding towns and not met in Maynard. There are already conversations being held regarding revisiting of employee benefits.

Greg Johnson, Town Administrator, spoke on the benefits issue, set at approximately \$20,000 in benefits attributed to each full time employee.

Meghan Kwartler, 6 Kristen Lane, asked about revenue sources other than school sources. She asked who was responsible for increasing revenue in the town.

Greg Johnson replied that revenue sources come from many sources. The largest revenue source is property taxes. Projections show that the new growth has stabilized, and new growth is another source of revenue.

Louann Cutaia, 1 Wilson Circle, was looking for clarity regarding Articles 6 and 7. She was looking for a timeline on when decisions have to be made regarding potential budgetary issues.

Lisa Mead, Town Counsel, spoke on the repercussions of having an unbalanced budget. The Town Administration would have to decide how to spend after July 1st. Department of Revenue would expect you to spend what you think you have and not what the budget says. They do not allow 1/12th of the budget any longer. You can spend as if your budget is cut and not fully funded.

Mr. DiSilva replied that this does not have to be resolved tonight or a definite override. If we are not able to manipulate the budget through cuts, then an override is a possibility. None of the department heads received their entire budget requests for their departments. He explained the process that will happen after this meeting.

Justine St. John, 2 Barilone Circle, noted that this is part of a year long story. Many debates, number crunching, etc. The overall budget for town government only increased \$208,000 this year, other than schools, and other than employee benefits. If the town has to be cut, it will be serious and it will hurt. Possibly override and new school in the fall will also increase taxes for residents. If you vote “yes” for Article 7, it artificially inflates the school’s budget. We cannot sustain this next year. She asked the School Committee what services were cut by not receiving level funding for FY21, FY22, FY23. She added that at last June’s Annual Town Meeting, the residents were advised that the schools did not have the funding to hire an athletic director, yet one was hired.

Ms. Rivera answered that they ended up sending more students out of the district. We have less capacity for the students in the district. The athletic director was an additional \$16,000, as that person was already a staff member in the district. It is also worth noting that Covid funding is expiring next year and there are some staff members that have moved into some of these positions to help out. She explained the cuts to the budget in FY21.

Glenn Koenig, 10 Charles St., asked about what the number of students in the district is and what the per pupil cost is.

Ms. Rivera did not have exact numbers. There is in-district enrollment and total pupil enrollment. That is 1375. We are seeing an increase in the students, but this is a promising look. We have an opportunity to bring children back to the district with proper funding of staff development. Per pupil costs have many aspects to them.

Alannah Gustafson, Finance Committee, answered the question. The last couple years the Finance Committee has tried to find a per pupil cost, including benefits, what DPW spends, etc. The last one we calculated was for FY22 and it was 28,834.00 per student.

Ms. Rivera interjected that this is not a DESE number, it is a Finance Committee number that has been calculated by them.

Maro Hogan, 50 Thompson St., addressed the question by Ms. Kwartler’s question regarding revenue sources other than the schools. There are so many empty places, in addition to the Mill, that someone needs to try and fill. She is asking how this can be accomplished.

Mr. Jeffrey Swanberg, Chair of the Select Board, explained the initiatives that are underway and explained the Economic Development Committee as well as the Planning Board, who are looking for new growth. He will be accumulating 4-5 projects that he would like to see movement on, in conjunction with the Economic Development Committee and Planning Board.

Margaret Sullivan, 44 Parker St., reiterated that the schools are starting at the deficit already, due to Covid money running out. With this shortfall, more students will lose their specials classes.

Michael Boyle, 9 Glenn Dr., addressed the statement by Ms. St. John saying that this is Article 7 money would be a temporary fix. He asked if that means there would be a similar situation next year regarding the same thing.

Ms. Rivera answered that there was a trend noted that the funding to the school department was trending low. We have noted that this is not sufficient. In the event that this does pass, we would have conversations about this. The funding can change year to year as well.

Mr. Swanberg added that the tri-board (School Committee-Finance Committee-Select Board) was designed to start as soon as possible to jump on the budget for the next fiscal year, and to avoid these issues in the future.

Ken Estabrook, 28 McKinley St., addressed Ms. Kwartler's question about whose responsibility it is to seek out new growth in the town. He answered that it is the responsibility of the entire town to increase growth. We do that through zoning bylaws. Also, by supporting development projects when they come in. Years ago, 129 Parker St., was proposed and residents did not want the development that is there. He spoke on the recommendations of the Finance Committee.

Edward Mullin, 5 Nancy Circle, remarked at how the low-budget presented for the School Department is unacceptable. Schools drive the community. He recommends approval of Article 7.

Peter Campbell, 15 Assabet St., serves on the Finance Committee. He explained the increase to the budget and the amount the school department receives. He stated that we simply do not have the funding for Article 7. He feels it would be irresponsible to have this deficit in the budget at this time.

Cavan Stone, 17 Rice Rd., detailed the non-competitive trash collection system, adding that an upgraded system could be cost prohibitive, rather than the trash sticker system.

Bob McCarthy, 28 Tobin Dr., he spoke on the Town Administrator and Select Board that work hard to move this town forward. I am in favor of the schools getting what they need when we can afford it. Let's plan for the future and not be in this position next town meeting.

Meghan Kwartler, 6 Kristen Lane, spoke on enrollment. Enrollment has to do with bringing children into the district. She spoke on a literacy crisis. When you do not fund, you also inhibit future enrollment. She also commented on future revenue.

Hilary Griffiths, 14 Maybury Rd., spoke on the town as a whole facing this \$500,000 deficit. Does the school have to take all the cuts to the \$500,000? The schools are going to ask for more money for a school in the fall. This is irrelevant to this Article.

Kimberley Connors, 4 Deer Path, mentioned the valuation of her unit and tax increases. She spoke about retirement being delayed to enable her to pay her tax bills. She wants the school to get their money, but residents need to be able to continue to live here as well.

Cavan Stone made a point of order on the vote of Article 7 being a 2/3 vote instead of a majority vote.

The Moderator answered that any withdrawal from the Stabilization Fund requires a 2/3 vote, by State law.

Ms. Rivera spoke on the discussion tonight and asked for the residents' support for the school level-funding request.

Mr. Swanberg spoke about the funding being at a higher level in Maynard that is unsustainable. He spoke of the potential new school debt exclusion planned for the fall, which will also increase taxes on the residents. He added that it was not disclosed tonight, but the budget has been already cut in many other areas prior to presentation this evening.

A resident had a point of order questioning the 2/3 vote due to stabilization funding. She added that the article mentions other sources of revenue also.

Ms. Rivera asked for clarification that some voters had used ballot #4 in error.

The Moderator explained that when it comes to that number, he will be skipping to ballot #5

ARTICLE: 8 TRANSFER AMBULANCE RECEIPTS RESERVED FOR LEASE APPROPRIATION

To see if the town will vote to transfer the sum of \$194,555.26 from Fund 3017 Ambulance Receipts Reserved for Appropriation to pay for both the third year of the five-year lease appropriated at the June 2020 Town Meeting for the purchase of an ambulance, and the second 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.

To do or act thereon.

SPONSORED BY:	SELECT BOARD
APPROPRIATION:	\$194,555.26
FINCOM RECOMMENDATION:	Recommends

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

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

MOTION MADE: Mr. Swanberg moved that the Town vote to approve Article 8 as printed in the Warrant, except the words "to do or act thereon".

MOTION PASSED UNANIMOUSLY BY A SHOW OF HANDS

ARTICLE: 9 AMEND TOWN CHARTER ARTICLE 1: INCORPORATION; SHORT TITLE; POWERS

To see if the Town will adopt the changes to Article 1, “Incorporation; Short Title; Powers”, of the Town of Maynard Charter which said changes incorporates the phrase “of the Commonwealth”, to clarify the source of the law establishing the incorporation of the town of Maynard, as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (William Cranshaw)

This article makes a minor change to Article 1 of the Charter with the inclusion of the phrase “of the Commonwealth”, to clarify the source of the law establishing the incorporation of the town of Maynard. A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at <https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) This article makes a minor change to Article 1 of the Charter with the inclusion of the phrase “of the Commonwealth”, to clarify the source of the law establishing the incorporation of the town of Maynard.

MOTION MADE: Mr. William Kohlman 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 2/3 VOTE.

ARTICLE: 10 AMEND TOWN CHARTER ARTICLE 2: LEGISLATIVE BRANCH

To see if the Town will adopt the changes to Article 2, “Legislative Branch”, of the Town of Maynard Charter which rearranged the order of the sections and subsections of Article 2, and further delineates the power and duties of the Finance Committee. The requirement for a Finance Committee member to resign prior to running for elected office or requesting appointment to another town position has been removed. The requirement for giving notice of a town initiated Special Town Meeting in a local newspaper has been replaced with an announcement through the town’s official notification systems(s) and on the official town website. Similar notification requirement has been added to citizen initiated Special Town Meetings.

The section “Initiation of Warrant Articles” has been reformatted for clarity and now includes a review of citizen’s petitions by town counsel and if deemed illegal shall be disqualified by the Select Board, and clarifies that it is the administrative personnel in the office of the select board who registers proposed warrant articles and distributes them as stated in the Charter.

Also there is a change so that it is solely the Town Moderator who can dismiss or excuse town officials from Town Meetings and that the list of excused officials shall be included in the minutes of the meeting. All as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (William Cranshaw)

The article rearranges and reformats some of the sections and subsections of Article 2 of the Charter to emphasize some sections and to clarify sections like the Initiation of Warrant Articles. That section now also includes a review citizen’s petitions by town counsel and if deemed illegal shall be disqualified by the Select Board. The changes further delineate the power and duties of the Finance Committee and removes the requirement that a finance committee member resigns before running for an elected office or another appointed position in town. Upon being elected or appointed, then the individual would then need to resign from the Finance Committee. The Charter Review Committee had observed that over the years, Finance Committee members who did resign for this reason did not ask for reappointment if they were unsuccessful in being elected or appointed to the other position. In the case of the elected position, this would occur in the months before Annual Town Meeting and would deprive the Finance Committee of a knowledgeable member in the review of the town budget and other warrant articles. As to who can dismiss or excuse town officials from Town Meeting, the Charter Review Committee was concerned about the separation of powers between the elected boards. Since Town Meeting is the Legislative Branch of town government and the Town Moderator is its head, the Town Moderator should be the sole person to be able to dismiss or excuse a town official from a Town Meeting.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at <https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>

The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) The article rearranges and reformats some of the sections and subsections of Article 2 for clarity, but doesn’t make significant changes. One change is that Finance Committee members could run for other town offices without resigning from the Finance Committee. Finance Committee members would have to resign from Finance Committee upon election or appointment to another town position.

MOTION MADE: Mr. William Kohlman moved that the Town vote to approve Article 10 as printed in the Warrant, except the words “to do or act thereon”.

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 11 AMEND TOWN CHARTER ARTICLE 3: ELECTED OFFICIALS

To see if the Town will adopt the changes to Article 3, “Elected Officials”, of the Town of Maynard Charter which adds an exception to the start of an elected term of office of filling vacancies of elected officials to begin as soon as the election results are known and the individual has been sworn in, this being applicable to positions on multiple member boards and the regional vocational school representative.

A new section “Notice of Resignation of Office” details the process of notifications when resigning.

Under “Licensing Authority”, adds “all applicable laws”, to limit the scope to all relevant laws, rules, and regulations for which the select board issues licenses.

Changes “Housing Authority a) Composition, Term of Office” to reflect changes in state law; changes “Library Trustees b) Powers and Duties” to accurately reflect the power and duties of Library Trustees; in “Regional Vocational School Representative b) Powers and Duties” adds a requirement, “Upon request, the regional vocational school representative shall appear before and report to the select board, the school committee, and/or the finance committee.” All as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments:

This article makes changes to Article 3 of the Charter. The first change is to add a new section “Notice of Resignation of Office”. It instructs the resigning official to notify the Town Clerk of their resignation and indicate if the resignation is immediate or effective on a future date. Note that the process of filling the vacancy cannot begin until the position is actually vacant. This change follows the requirement of Massachusetts General Laws Chapter 41 section 109 concerning resignations of town officers.

The committee has also clarified the start of an elected term in the “Commencement of Office” section, the committee has added after, “... offices shall begin on the first day of July” the text, “with the exception of filling vacancies of elected officials as specified in section 3-1h”. In that section, the committee has replaced the existing text with new text that refers to Massachusetts General Laws Chapter 41 sections 10 and 11

which governs vacancies on multiple member boards. We have also added the text, “In the case of an election to fill the unexpired term of office, the individual is qualified as soon as the election results are known and can take office immediately following the required swearing in.”

In Select Board – “Power and Duties”, the committee reformatted the listing of Powers and Duties into a numerical list for the sake a clarity and includes the addition of the town by-laws as a provision to be considered for Select Board appointments.

In Housing Authority – “Composition, Term of Office”, recent changes in state law now requires a tenant member appointed by the select board. This section was changed to reflect that.

In Library Trustees – “Powers and Duties”, the committee found that this section was dated and inaccurate. With input from the library trustees, we updated the section to accurately reflect the powers and duties of the library trustees.

In Regional Vocational School Representative – “Powers and Duties”, the committee added the sentence, “Upon request, the regional vocational school representative shall appear before and report to the select board, the school committee, and/or the finance committee.” This duty was not in the Charter and the committee believes it should be, to ensure clear communications between town government as a whole and the regional vocational school.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at <https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>

The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) The article does not make significant changes to town government. The article makes changes around resignations, filling of vacancies, and clarity of language. The sponsor comments outline specific changes.

MOTION MADE: Mr. William Kohlman moved that the Town vote to approve Article 11 as printed in the Warrant, except the words “to do or act thereon”.

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 12 AMEND TOWN CHARTER ARTICLE 4: TOWN ADMINISTRATOR

To see if the Town will adopt the changes to Article 4, “Town Administrator”, of the Town of Maynard Charter which includes the addition of “town by-laws” to the subjected provisions governing Town Administrator appointments and listing those proposed appointments on the official town website, rather than the town bulletin board; adding a requirement for financial reporting by town by-law.

The length of term for a renewal of a temporary appointment of an acting Town Administrator is changed from three months to six months; and adds the capability of an acting Town Administrator to make permanent appointments only if they are approved by the Select Board. All as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY: Charter Review Committee
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments:

The changes to Article 4 of the Charter includes the addition of the town by-laws as a provision to be considered for Town Administrator appointments, and that the proposed appointments be published on the official town website to allow greater access to the information, a requirement for quarterly financial reporting which has already been adopted in the town by-laws.

For the case of an acting Town Administrator, there are two changes. The first is to change the length of renewal for a temporary appointment from 3 months to 6 months. This would be after an initial 6-month appointment.

Currently the Charter states that an acting Town Administrator can only make temporary or emergency appoints and cannot make permanent appointments. The committee understands the reasons for this but also recognizes the need to finalize hiring of qualified individuals in a timely manner. To address these concerns, we have added to the end of the text “but not to make permanent appointments or designations”, the additional text, “, unless approved by the select board”.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at

<https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) The article updates provisions of the charter covering town appointments, public notice of the vacancies, and requires financial reporting by the town.

MOTION MADE: Mr. William Kohlman moved that the Town vote to approve Article 12 as printed in the Warrant, except the words “to do or act thereon”.

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 13 AMEND TOWN CHARTER ARTICLE 5: ADMINISTRATIVE ORGANIZATION

To see if the Town will adopt changes to Article 5, “Administrative Organization” of the Town of Maynard Charter which inserts the section “Removals and Suspensions” from Article 7 of the Charter and clarifies who is responsible for the removal or suspension of an appointed individual based on the appointing authority and further clarifies that a suspension of an individual is to protect the interests of the town against negligence or willful harm.

The number of members for appointed boards and committees has been removed, being enumerated in the town by-laws, and an Affordable Housing Trust Board and a Sustainability Committee have been added to the appointments of the Select Board, while Industrial Development and Finance Authority, Public Works Advisory Committee, Cable Television Committee, Right-To-Know Coordinator, and Representative to the Metropolitan Area Planning Council have been removed. The position of Town Planner has been expanded to include the option of a Planning Director. A Tree Committee has been added to the appointments of the Town Administrator while a Sealer of Weights and Measures, and one or more Assistant Sealers of Weights and Measures, and a Hazardous Waste Committee have been removed. The Dog Officer has been changed to Animal Control Officer. These lists were coordinated with the organizational chart as well. The position descriptions for Conservation Agent, Chief Assessor, Board of Health Director/Public Health Officer/Health Officer, Council on Aging Director, and Planning Director or Town Planner have been removed. The method for filling these positions have been simplified to one of the previous options in which the Town Administrator selects the individual to fill the position and the board/commission/council appoints the individual. All as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments:

The first major change to Article 5 of the Charter is to move the section on “Removals and Suspensions” from Article 7 and to place it in Article 5. The Charter Review Committee believes it is more appropriate in the Article on “Administrative Organization” instead of “General Provisions”. This section was rewritten to clarify who is the responsible individual(s) for the removal and/or suspension of an employee, or an individual appointed to a position or as a member of a multiple member board.

Under “Organization of Town Government”, the committee has updated the listing of appointed positions and boards to remove those that are no longer needed or that are done differently, added new boards, and updated the names of others. The committee has also removed the required number of members for appointed multiple member boards from the Charter. This information is currently repeated in the town by-laws and will allow for a change in the membership of a board through a Town Meeting vote rather than the drawn-out process of a Charter change.

The committee has standardized the appointment process for the positions of Public Health Director, Chief Assessor, Conservation Agent, Council of Aging Director, and Town Planner to one of the two current possible processes currently in the Charter. Given that these individuals work under the day-to-day direction of the town administration, the committee believes that the town administrator should be the one to select the individual to be recommend to the appointing board for their appointment of the individual. The town

administrator is knowledgeable of the hiring process and being a full-time employee can devote more effort to the selection process than a board of volunteers.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at

<https://www.townofmaynard-ma.gov/DocumentCenter/View/1209> The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) The article moves provisions around Removals and Suspensions between articles of the town charter, updates the list of town committees, and makes small changes to the appointments of some town officials.

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

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 14 AMEND TOWN CHARTER ARTICLE 6: FINANCE AND FISCAL PROCEDURES

To see if the Town will adopt changes to Article 6, “Finance and Fiscal Procedures”, of the Town of Maynard Charter, which clarifies that the Town Administrator shall develop an overall long term financial projection of the town, and the relocation of an ending sentence of one section to the beginning of the following section as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments:

The article makes a minor change to Article 6 of the Charter to clarify that the Town Administrator shall develop an overall “long term” financial projection of the town. The Charter Review Committee wanted to clarify that the financial projection was not just for next year or the year after but looked at a much longer term, which could be defined by town by-law in the future. The other change reorganizes sentence order. The Committee believes that in a previous revision of the Charter, the section header was placed after that sentence when it should have been before it.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at <https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at <https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) The article makes a minor change to Article 6 of the Charter to clarify that the Town Administrator shall develop an overall “long term” financial projection of the town.

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

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 15 AMEND TOWN CHARTER ARTICLE 7: GENERAL PROVISIONS AND DEFINITIONS

To see if the Town will adopt changes to Article 7, “General Provisions”, of the Town of Maynard Charter, which changes the title to “General Provisions and Definitions”, and reintroduces the previously eliminated section, “Continuation of Existing Laws”.

Additional changes will simplify preexisting wording for gender neutrality within the Charter, update relevant definitions, and revise section “Rules and Regulations” to streamline the implementation process when regulations are approved or revised by town committees and boards.

The start of the periodic review process for the Charter, and options for a by-law review after the adoption of a new Charter, are clarified. Section “Removals and Suspensions” is moved to Article 5 of the Charter, under “Procedures Governing”.

Since multiple member bodies must comply with any changes to Open Meeting Laws, subsection “Voting” is deleted. The title of section “Notice of Vacancies” is changed to “Publication of Vacancies”, and removes the requirement they be published annually in a local paper.

Terminology within sections “Loss of Office, Excessive Absence”, “Terms of Office” is corrected, along with references to Massachusetts General Law. All as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY:	Charter Review Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments:

The article adds a section, “Continuation of Existing Laws”, to Article 7 of the Charter, which existed in the original Charter but was subsequently removed in a past review. On advice of Town Counsel, the committee returned it to the Charter. The committee also simplified an awkwardly worded sentence specifying gender neutrality within the Charter. Adding, “.and Definitions” to the title of the article draws attention to where

definitions are found within the Charter Relevant definitions are also updated. The committee revised the “Rules and Regulations” section to streamline the implementation of new or revised rules and regulations approved by town committees and boards, leveraging the use of technology to post the changes on the official town and/ or organization’s website.

The “Periodic Review” section more narrowly defines the timing for the formation of a Charter Review Committee to occur during the first five months of a year ending in a “1”. The committee has also amended the process forming the committee to review the by-laws after any new Charter is adopted. Currently the process is to form a new committee. Since we now have a standing By-law Committee, the process would be to add members to that committee.

“Removals and Suspensions” section has been moved to Article 5.

“Procedures Governing Multiple Member Bodies” section- updated to comply with changes in Open Meeting Laws and some terminology. Subsection c “Voting” has been deleted since changes in Open Meeting Laws, along with possible changes to in-person, remote, and/ or hybrid meetings, make it unreasonable to retained within the Charter. Open Meeting Law must be followed, so it makes more sense not to have it in the Charter.

“Notice of Vacancies” section- Retitled “Publication of Vacancies” to clarify the intent of the section. The committee has removed the requirement for the list of vacancies on committees or positions of employment (paid or unpaid), to be published in a local paper circulation in January of each year. A list is maintained by the town clerk and is updated quarterly.

Sections “Loss of Office, Excessive Absence” and “Terms of Office” contained incorrect Massachusetts General Law references, which we corrected along with adding the text, “pertaining to open meeting law executive session” after each of the reference to clarify.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at

<https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at

<https://www.townofmaynard-ma.gov/272/Charter-Review-Committee>

Comments: (Finance Committee) The article makes small changes to the charter for language and clarity, and moves some provisions between articles.

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

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 16 AMEND TOWN CHARTER INTRODUCTION

To see if the Town will adopt the new “Introduction” to the Town of Maynard Charter which said “Introduction” provides an overview of the purposes of the Charter and the reason for having it for the town, the authority from which the Charter is derived and addresses the Town By-laws, Community Development Principles, and the Maynard Master Plan which are used as a guide in how the Town operates, as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY: Charter Review Committee
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments:

This article includes a new initial paragraph that describes the background and purpose of the Charter. It also revises the dates of previous Charter reviews to include the current review. The section on the Community Development Principles is replaced with a new section addressing Town By-laws, Community Development Principles, and the Maynard Master Plan. The reason for this change is that since the last Charter review in 2013, the Master Plan has been adopted and a permanent By-law Committee has been established.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at

<https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at

<https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) This article includes a new initial paragraph that describes the background and purpose of the Charter, and includes reference to the Master Plan.

MOTION MADE: Mr. William Kohlman moved that the Town vote to approve Article 16 as printed in the Warrant, except the words “to do or act thereon”.

MOTION PASSED WITH A 2/3 VOTE.

ARTICLE: 17 AMEND TOWN CHARTER OMNIBUS CHANGES

To see if the Town will adopt the typographical error corrections and grammatical corrections throughout the Town of Maynard Charter, and style changes in referring to the “official town website” and use of the phrase, “by town by-law”, and to keep the text of the Charter gender neutral, as set forth in the Draft Charter dated November 10, 2022, recommended by the Charter Review Committee dated November 9, 2022, and which is on file with the Town Clerk,

To do or act thereon.

SPONSORED BY: Charter Review Committee
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments:

This article is for the purpose of correcting typographical and grammatical errors in the current Charter and to make style changes throughout the Charter for the sake of uniformity.

A more detailed explanation of the proposed changes to the Charter can be found on the official town website in the Charter Review Committee report at

<https://www.townofmaynard-ma.gov/DocumentCenter/View/1209>. The text of the proposed changes to the Charter can be found on the Charter Review Committee webpage in both a clean (changes accepted) and a marked-up (tracked changes) form at

<https://www.townofmaynard-ma.gov/272/Charter-Review-Committee> .

Comments: (Finance Committee) This article is for the purpose of correcting typographical and grammatical errors in the current Charter and to make style changes throughout the Charter for the sake of uniformity.

MOTION MADE: Mr. William Kohlman moved that the Town vote to approve Article 17 as printed in the Warrant, except the words “to do or act thereon”.

MOTION PASSED WITH A 2/3 VOTE.

Bill Cranshaw, member of Charter Review Committee, explained the Articles, the process, and what the Charter means to Maynard.

Mr. Kohlman explained to the audience that the next step in the process of amending the Charter is that these Articles will be voted on in May of 2024.

ARTICLE: 18 WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2024

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 FY2024 (July 1, 2023 – June 30, 2024).

TOTAL REVENUES	\$ 2,691,023.00
EXPENSES - DIRECT	
Water - Salaries	\$ 399,700.00
Water – Expense	\$ 911,950.00
Water - Capital	\$ 236,450.00
Water – Long Term Debt Principal	\$ 305,000.00
Water – Long Term Debt Interest	<u>\$ 379,476.00</u>
TOTAL EXPENSES - DIRECT	\$ 2,232,576.00
EXPENSES - INDIRECT	
Insurance - Health/Life/ Unemployment	
Retirement	\$ 155,248.00
Shared Employee Costs	<u>\$ 303,199.00</u>

TOTAL EXPENSES - INDIRECT **\$ 458,447.00**

TOTAL FY2024 BUDGET **\$ 2,691,023.00**

To do or act thereon.

SPONSORED BY: Select Board/DPW
 APPROPRIATION: **\$ 2,691,023.00**
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor Select Board / DPW) “The Fiscal year 2024 Water Enterprise Budget is a (8.14%) increase from Fiscal Year 2023. The increase in Fiscal Year 2024 Water Enterprise Fund Budget is a result of rising expenditures due to several factors including economic inflation factors of 8-10%, 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 FY24, total \$2,691,023, and appropriate \$2,232,576 for Direct Expenses. While the \$458,447 in Indirect Expenses is appropriated through the Town General Fund Budget, this amount is reimbursed by the Water Enterprise Fund. The FinCom supports this increase in the Water Enterprise Fund Budget of 8.1%, acknowledging the need to spend on water infrastructure. To support new growth, we also must support the growing water capacity demands.

MOTION MADE: Mr. Swanberg moved to approve Article 18 as printed in the warrant, except the last line should be ‘TOTAL FY2024 BUDGET’ and the words “to do or act thereon”

MOTION WAS SECONDED

MOTION PASSED YES: 127 / NO: 10

Louann Cutaia, 1 Wilson Circle, asked for clarification on this Article and Article 20 regarding salaries. She asked about the increase of approximately 7% in salaries.

Justin Demarco, DPW Director, replied that there are no new employees added. However, there are employees that work in other departments that do things such as billing. The Town of Maynard produces and treats its own water. The salary line items isn’t just their 40 hour time, it also includes overtime.

ARTICLE: 19 WASTE WATER TREATMENT FACILITY OPERATIONS MANAGEMENT CONTRACT AUTHORIZATION

To see if the Town will vote to authorize the Board of Selectmen, pursuant to G. L. c. 30B section 12(b) to negotiate and enter into a contract with the most appropriate vendor in respect to operations & management of the Maynard Municipal Wastewater Treatment Facility, through an equitable and fair process, for three (3) or more years but not greater than seven (7) years.

To do or act thereon.

SPONSORED BY: Select Board (Water Commissioners)
 APPROPRIATION: None
 FINCOM RECOMMENDATION: Recommends

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

Comments: (Finance Committee) This article would allow the Select Board, as Water Commissioners, to negotiate a new contract regarding operations and management for the Maynard Municipal Wastewater Treatment Facility. The option of a longer contract allows the Select Board to potentially negotiate more favorable terms.

MOTION MADE: Mr. Swanberg moved to approve Article 19 as printed in the warrant, except the words "to do or act thereon"

MOTION PASSED YES: 127 / NO: 10

ARTICLE: 20 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2024

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 2024 (July 1, 2023 – June 30, 2024).

TOTAL REVENUES	\$ 3,668,179.00
EXPENSES - DIRECT	
Sewer - Salaries	\$ 374,900.00
Sewer – Expense	\$ 371,450.00
Sewer - Capital	\$ 375,229.00
Sewer - Long Term Debt Principal	\$ 600,631.00
Sewer - Long Term Debt Interest	\$ 141,857.00
Sewer - Waste Water Treatment Plant Expense	\$ 1,441,207.00
TOTAL EXPENSES - DIRECT	\$ 3,305,274.00
EXPENSES - INDIRECT	
Insurance - Health/Life/Unemployment Retirement	\$ 117,518.00
Shared Employee Costs	\$ 245,387.00
TOTAL EXPENSES - INDIRECT	\$ 362,905.00

TOTAL FY2024 BUDGET

\$ 3,668,179.00

To do or act thereon.

SPONSORED BY: Select Board/DPW
APPROPRIATION: \$ 3,668,179.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor Select Board / DPW) “The Fiscal year 2024 Sewer Enterprise Budget is an increase of (4.9%) over Fiscal Year 2023. The increase in Fiscal Year 2024 Sewer Enterprise Fund Budget is a result of economic inflationary drivers of 8-10%.”

Comments: (Finance Committee) Passage of this article would adopt the proposed Sewer Enterprise Fund Budget for FY24, total \$3,668,179, and appropriate \$3,305,274 for Direct Expenses. While the \$362,905 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 4.9%, as it is still below current inflation.

MOTION MADE: Mr. Swanberg moved to approve Article 20 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 127 / NO: 10

**ARTICLE: 21 WATER RETAINED EARNINGS TRANSFER FOR WATER
ENTERPRISE RESERVE FISCAL YEAR 2024**

To see if the town will vote to transfer from “Water Retained Earnings” the sum \$500,000.00 for the purpose of establishing a reserve fund within the Fiscal Year 2024 (FY24) Water Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY: Select Board (Water Commissioners)
APPROPRIATION: \$500,000.00
FINCOM RECOMMENDATION: Recommends

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

Comments: (Finance Committee) This article would use \$500,000 of the \$1,094,933 of Water Retained Earnings to establish a reserve fund for FY24 within the Water Enterprise operating budget for unanticipated expenses. Water Retained Earnings are the surplus funds from the Water Enterprise Fund from FY22. 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 more timely manner as these funds are controlled by the Finance Committee and Selectboard votes.

MOTION MADE: Mr. Swanberg moved to approve Article 21 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

**ARTICLE: 22 SEWER RETAINED EARNINGS TRANSFER FOR SEWER
ENTERPRISE RESERVE FISCAL YEAR 2024**

To see if the town will vote to transfer from “Sewer Retained Earnings” the sum \$200,000.00 for the purpose of establishing a reserve fund within the Fiscal Year 2024 (FY24) Sewer Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY: Select Board (Sewer Commissioners)
APPROPRIATION: \$200,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor / DPW) The transfer of Sewer Retained Earnings for the purpose of establishing a reserve fund 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 the aging system. Large amounts of the utility’s infrastructure are well beyond its designed life cycle. Establishing dedicated reserve funds follows financial best practice policies for fiscal responsibility.

Comments: (Finance Committee) This article would use \$200,000 of the \$841,013 of Sewer Retained Earnings to establish a reserve fund for FY24 within the Sewer Enterprise operating budget for unanticipated expenses. Sewer Retained Earnings are the surplus funds from the Sewer Enterprise Fund from FY22. 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 more timely manner as these funds are controlled by the Finance Committee and Selectboard votes.

MOTION MADE: Mr. Swanberg moved to approve Article 22 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

ARTICLE: 23 WATER ENTERPRISE RETAINED EARNINGS TRANSFER FOR CAPITAL IMPROVEMENTS

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$90,000.00. Funds to be used for the purpose of funding Capital Equipment procurement for the Town of Maynard’s Water Department.

To do or act thereon.

SPONSORED BY: Select Board (Water Commissioners)
APPROPRIATION: \$90,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor / DPW) The transfer of Water Retained Earnings for the purpose of supporting capital equipment procurement of one (1) Ford F350 Truck is a replacement for one of our current 12+ year old Department of Public Works front line water utility service vehicles, replacement is vital due to reliability issues. This equipment is vital to the operation and repair of our water treatment and 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. Procurement will not influence the water and sewer rates.

Comments: (Finance Committee) This article would transfer \$90,000 of Water Retained earnings for the DPW to use for Capital Equipment procurement. These funds would allow for the purchase of a water utility vehicle, allowing 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. FinCom supports this transfer to strengthen the DPW’s fleet, as rates will not be affected. This project went through the Capital Planning Committee’s evaluation process.

MOTION MADE: Ms. St. John moved to approve Article 23 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

**ARTICLE: 24 SEWER ENTERPRISE RETAINED EARNINGS TRANSFER FOR
SUMMER HILL ROAD SEWER CAPITAL IMPROVEMENTS**

To see if the town will vote to transfer from “Sewer Retained Earnings” the sum of \$120,000.00. Funds to be used for the purpose of funding Capital Equipment Improvements on the sewer collection system located on Summer Hill Road.

To do or act thereon.

SPONSORED BY: Select Board (Sewer Commissioners)
APPROPRIATION: \$120,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor / DPW) The transfer of Sewer Retained Earnings for the purpose of supporting sewer collection system infrastructure repairs, modifications, and improvements on Summer Hill Road to mitigate consistent and historic failures to the collection system which has led to multiple sanitary sewer overflows resulting in increased insurance cost premiums and litigation issues.

Comments: (Finance Committee) This article will transfer money from Sewer Retained Earnings for the purposes specified in the Sponsor Comments.

MOTION MADE: Ms. St. John moved to approve Article 24 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

**ARTICLE: 25 SEWER ENTERPRISE RETAINED EARNINGS TRANSFER FOR
WASTE WATER TREATMENT FACILITY CAPITAL IMPROVEMENTS**

To see if the town will vote to transfer from “Sewer Retained Earnings” the sum of \$100,000.00. Funds to be used for the purpose of funding Capital Equipment Improvements at the Town of Maynard’s Wastewater Treatment Facility.

To do or act thereon.

SPONSORED BY: Select Board (Sewer Commissioners)
APPROPRIATION: \$100,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor / DPW) The transfer of Sewer Retained Earnings for the purpose of supporting capital equipment improvements combined with the Towns recent GAP III Grant award of \$89,075 through Massachusetts Department of Environmental Protections (MassDEP) Clean Energy Results Program (CERP) in conjunction with the States Department of Energy Resources (DOER). Transfer allocation of \$100,000.00 will provide the Towns funding share to perform repair and replacement of aging energy deficient equipment, assisting in curving long term operational costs of the facility.

Comments: (Finance Committee) This article would transfer \$100,000 of Sewer Retained Earnings to be used to fund Capital Equipment Improvement at the Town’s Wastewater Treatment Facility. Through grant funding from MassDEP, CERP, along with the Department of Energy Resources, the Town has been able to have an additional source of funds for the DPW to use. In order to secure these funds, the Town must also fund a share to the cause. FinCom supports this transfer as the Town would be securing grant funds of \$89,075, as well as improving aging energy deficient equipment. This project went through the Capital Planning Committee’s evaluation process.

MOTION MADE: Ms. St. John moved to approve Article 25 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

ARTICLE: 26 CEMETERY PERPETUAL CARE TRUST FUND TRANSFER

To see if the town will vote to transfer from “Sale of Lots” the sum of \$50,000.00 for the purpose of maintenance and operations at the Town of Maynard’s municipal cemetery.

To do or act thereon.

SPONSORED BY: Select Board
APPROPRIATION: \$50,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The transfer of Sale of Lots funds 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.

Comments: (Finance Committee) This article will move money from the Sale of Lots, which is funded by the purchase of perpetual care for cemetery plots, to the Perpetual Care Expenditure Account for the purpose of DPW expenses to care for cemetery grounds.

MOTION MADE: Ms. St. John moved to TRANSFER FROM “Sale of Lots” the sum of \$50,000.00 for the purpose of maintenance and operations at the Town of Maynard’s municipal cemetery, except the words “to do or act thereon”

MOTION WAS SECONDED

MOTION PASSED WITH A SHOW OF HANDS

ARTICLE: 27 DISPOSITION OF 1 SUMMER STREET

To see if the town will vote to change the use of the property at 1 Summer Street (former Fire Station) 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)

1 Summer Street (Former Fire Station) became vacant when the Fire Department moved into their new home on Sudbury Street in December 2022. A working group was established and Maynard plans (Master Plan, Community Development Principals, Housing Production Plan, Zoning Bylaws) were consulted in determining a potential future use of the parcel. A request for proposals will be issued in March to solicit proposals to purchase and redevelop the parcel.

Comments: (Finance Committee) This article allows for the Select Board to sell the former fire station at 1 Summer Street in the best interest of the Town.

MOTION MADE: Ms. St. John moved to approve Article 27 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 126 / NO: 7

ARTICLE: 28 SPECIAL STABILIZATION ACCOUNT PURPOSE DEFINITION

To see if the town will vote to amend the vote taken to accept G.L. c. 40 sec. 5B establishing a special revenue stabilization account by including that the purpose of said account established under Article 12 of the October 16, 2021 Special Town meeting is as follows:

The purpose of this fund shall be Community Improvements, including but not limited to, infrastructure improvements, beautification efforts, and cultural district programming.

To do or act thereon.

SPONSORED BY: SELECT BOARD
APPROPRIATION: None
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor)

This special stabilization account was approved during the Special Town Meeting on October 16, 2021. The Division of Local Services has since determined that a spending purpose must be identified in the language of the article. While the spending purpose was discussed before, it was not explicitly in the article. The proposed amendment accomplishes the requirement of DOR.

Comments: (Finance Committee) This is a housekeeping article to amend language in a prior approved article at Oct 2021 town meeting to bring it up to accepted definitions.

MOTION MADE: Mr. Gavin moved to approve Article 28 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A 2/3 VOTE

ARTICLE: 29 MAYNARD GOLF COURSE RECEIPTS TRANSFER FISCAL YEAR 2023

To see if the town will vote to transfer the sum of \$56,000.00 from the Maynard Golf Course Receipts Reserved for Appropriation to pay for capital improvement to the golf course.

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$56,000.00
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor Select Board/ DPW) The transfer of revenue receipts provided to the Town of Maynard per contractual agreement between Sterling Golf Management Inc. and Town of Maynard will be utilized to complete capital improvement projects to the Town of Maynard’s Country Club assets. Requested allocations will be focused on full roof replacement & facility improvements to address several long-standing roof failures of the Clubhouse Facility, which continues to cause internal damage and structural capacity issues for the entire Clubhouse Facility. Maynard Country Club facilities currently house the Town of Maynard’s Council on Aging and Country Clubs function hall. Roof failures have significantly impacted golf function business over the past several years. Function proceeds are part of a direct revenue payment to the Town of Maynard per contractual agreement. Yearly receipts allocations are being compounded finically to fund a large-scale capital improvement project that cannot be solely funded through a single year funding appropriation. Current balance in our capital improvement account for this project is \$175,728.54.

Comments: (Finance Committee) The passage of this article would transfer the sum of \$56,000.00 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.

MOTION MADE: Mr. Gavin moved to approve Article 29 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 124 / NO: 8

Deb Roussell, 4 Grant Street, spoke about the approval of money year after year to fix the roof, but it never gets done.

Justin Demarco, DPW Director, spoke about the roof having HVAC materials on the roof, as well as asbestos materials. The estimate to replace the roof is approximately \$500,000.00. He explained the funding source for this roof replacement.

Ms. Roussell expressed concern for the time it will take to accumulate the money to fix the roof and she doesn’t feel waiting is the best idea.

Lindsay McConchie, 52 Summer Street, mentioned the allocated money to repair the roof and the envelope of the golf course. She added that this money has not yet been spent, as it was allocated by the Capital Planning Committee.

Greg Johnson, Town Administrator, defers to Mr. Demarco.

Justin Demarco, DPW Director, spoke about the roof being beyond repair. There are structural integrity issues, yet the town is repairing as needed. The roof absolutely needs replacement. He suggests looking at subsidizing funding for this project.

ARTICLE: 30 COMMUNITY PRESERVATION FUND BUDGET FISCAL YEAR 2024

To see if the Town will vote to appropriate or reserve from FY2024 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	\$9,700.00
Reserves:	
Historic Preservation Reserve	\$45,000.00
Open Space Reserve	\$45,000.00
Community Housing Reserve	\$45,000.00
<u>Budgeted Reserve</u>	<u>\$180,300.00</u>
TOTAL FY2024 BUDGET	\$450,000.00

To do or act thereon:

SPONSORED BY: Community Preservation Committee
APPROPRIATION: \$134,700.00
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 FY24 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 \$450,000.00 in FY2022 Community Preservation Funds to be appropriated or reserved as recommended by the Town's Community Preservation Committee (CPC), as detailed in the article. This budget is based on the projection of revenue collected through the Community Preservation Act (CPA) real estate tax surcharge. The CPA program continues to be a valuable source of revenue to our Town with the benefit of the state partial match of funds. CPA funds can be used for designated uses only, and the CPC has distributed the anticipated monies according to the rules set forth by the CPA.

MOTION MADE: Mr. Gavin moved to approve Article 30 as printed in the warrant, except the words "to do or act thereon"

MOTION PASSED YES: 118 / NO: 13

Bill Cranshaw discussed the two Articles and explained the process.

ARTICLE: 31 COMMUNITY PRESERVATION FUND RESERVE FUND APPROPRIATIONS FISCAL YEAR 2024

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 Undesignated Reserve Fund, the amount of \$200,000.00 for the Maynard Affordable Housing Trust Fund.

From the Budgeted Reserve Fund, the amount of \$11,900.00 for membership dues to the Regional Housing Services Office, with unexpended funds as of June 30, 2024 being returned to their funding source.

From the Community Housing Reserve Fund, the amount of \$45,000.00 for the Concord Circle Door Replacement project, with unexpended funds as of June 30, 2025 being returned to their funding source.

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

From the Budgeted Reserve Fund, the amount of \$50,000.00 for the Reo Road Playground Design Phase I project, with unexpended funds as of June 30, 2025 being returned to their funding source.

From the Undesignated Reserve Fund, a maximum amount of \$200,000.00 for 75% of the soft cost, excluding project management costs, of the Alumni Field Bleacher Design project, with unexpended funds as of June 30, 2025 being returned to their funding source.

To do or act thereon.

SPONSORED BY:	Community Preservation Committee
APPROPRIATION:	\$556,900.00
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 funds for the Concord Circle Door Replacement project will contribute to the installation of modern, energy-efficient, and accessible exterior doors on the Maynard Housing Authority apartments at Powder Mill Circle.
- 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.
- Funds for the Reo Road Playground project will fund a comprehensive engineering and design phase that will address current safety hazards and create a playground design layout with inclusive and fully-accessible equipment that will be suitable for the age ranges 2-5 and 5-12.
- The Alumni Field Bleacher Design project will fund the design, scope of work, engineering, and plans to be used to initiate the procurement process required to begin construction on new bleachers at Alumni Field. The 75% cost allowance accounts for CPA funds to be expended on only CPA eligible aspects of the design, based on the project estimate submitted with the application. The design will focus on creating safe and accessible seating with sufficient capacity for spectators of a variety of athletic and community events.

Comments (Finance Committee): Passage of this article would appropriate up to \$506,900 in FY2023 Community Preservation Funds to six projects, as detailed in the article. The funds in this article were collected through the Town's Community Preservation Act (CPA) real estate tax surcharge and state partial-matching funds. This vote is required in order for those funds to be used. The Town's Community Preservation Committee (CPC) oversees these funds and makes recommendations to Town Meeting voters on appropriations. The Finance Committee believes that the CPC has properly vetted these projects and that

these projects provide long-term enhancements to our Town while keeping impacts to the taxpayers to a minimum.

MOTION MADE: Mr. Gavin moved to approve Article 31 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 118 / NO: 13

Larissa Dichard, 12 Charles Street, asked if the \$200,000.00 was just for the design for the bleachers or for the bleachers themselves. Ms. Dichard felt this was a high price for bleachers.

Mr. Cranshaw explained that this money is being allocated for the design only.

Stephen Dyer, 16 Patti Lane, asked if it was required by law that we need to have a design for the bleachers.

Lisa Mead, Town Counsel, explained that, given the possible cost of \$2,000,000.00, it would be required to have a design phase for this project. The design phase is required in order to make the determination of what the project will cost.

Mr. Dyer spoke on the Reo Rd Playground looking good now. He didn’t understand what types of improvements need to be made.

Greg Johnson, Town Administrator, noted that he is unfamiliar with the project.

Julia Flanary, Conservation Agent, answered that the reason Reo Rd Playground is being looked into is because of safety failures of playground equipment and drainage issues. We also want to make it accessible and universal for all children.

Jenna Dargie, 33 Crane Ave., asked for clarification of the bleacher project being part of this allocation as well as the free cash allocation.

Mr. Cranshaw answered that Community Preservation money can only be used in certain ways, per state law. There is a chance that concession stands may be needed for this project, and the Community Preservation money cannot be used for this.

Steve Pomfret, Board of Assessors, explained the purpose of the preservation funds.

Andrew Sutton, 37 Douglas Ave., spoke about his son, using a walker and a wheelchair, and how accessibility to this playground is essential for his ability to use it.

Stephen Wagner, 13 Charles St., has grandchildren and their use of this playground. He acknowledged that this playground could use some work.

ARTICLE: 32 PRIOR YEAR BILLS FISCAL YEAR 2023

To see if the Town will vote to appropriate from certified free cash as of January 12th 2023, the sum of \$10,367.52 to pay a bill of a prior year and to be appropriated as follows:

Cabot Risk Strategies	\$ 2,874.22
Eversource	\$ 7,213.34
Drivetech	\$ 279.96

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$ 10,367.52
FINCOM RECOMMENDATION:	Recommends

Comments:

Reportedly due to company computer systems conversion error, the town's liability insurance provider issued outstanding invoices from 2017 and 2018 for injured on duty insurance deductibles. The town's electricity utility submitted unpaid invoices lasting approximately ten years for service to Crowe Field that had not been properly addressed to Town Hall. The town's contracted information technology services provider submitted invoices for June 2022 that were not encumbered in transition into the current fiscal year for payment.

Comments: (Finance Committee) Passage of this article appropriates \$ 10,367.52 from Free Cash for the purpose of paying bills from prior Fiscal Years. Anytime funds are needed for prior Fiscal Years, that appropriation must be voted on at Town Meeting. Town Counsel has advised that these bills, even those being several years outstanding, need to be paid. FinCom reviewed the circumstances for these prior years' bills and has found no deficiency in the Town's procedures.

MOTION MADE: Mr. Gavin moved to approve Article 32 as printed in the warrant, except the words "to do or act thereon"

MOTION PASSED WITH A 4/5 VOTE.

Sarah Pryputniewicz, 23 Marlboro Street, spoke of being at the Finance Committee meeting last week, and someone mentioned that it was mentioned that this was "lesson learned" regarding the Eversource bill. She wondered what that alluded to.

Greg Johnson, Town Administrator, there was a misreporting on the part of Eversource. They thought their bills for little league were getting to Town Hall, and they weren't. Eversource has since fixed their glitch. One lesson learned is that the use of the field is a town-owned facility.

Mr. Downey spoke on the determination of a 9/10ths vote or a 4/5ths vote.

Lisa Mead, Town Counsel, announced that it is a 4/5ths vote if it is at the Annual Town Meeting.

Glen Koenig, 10 Charles Street, asked what Cabot Risk Strategies was.

Mr. Gavin replied that Cabot Risk Strategies is the liability insurance company.

**ARTICLE: 33 CITIZENS' PETITION: RECOMMEND NEW ELEMENTARY SCHOOL
OPERATE WITHOUT FOSSIL FUELS**

To see if the Town will vote to recommend to the Select Board that the proposed new Green Meadow Elementary School be designed and built to operate without fossil fuel for heating and cooking.

To do or act thereon.

SPONSORED BY:	Roger Stillwater
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor)

As part of the measures to address climate change, both the state and federal governments are committed to electrifying the buildings and moving away from the use of fossil fuels. Likewise, Maynard is committed to moving away from fossil fuels and in the town's master plan, the voters approved wording calling for "net-zero energy in new construction or major renovations." Building a fossil fuel free school is not just consistent with the master plan but allows the town government to lead by example as residences and businesses are likewise encouraged to electrify.

At the time of this writing, the architect is reporting that the geothermal heat pump option for the heating system would result in the lowest tax burden for the citizens. So, the green option is both the least expensive and the most environmentally sound choice.

Climate change is the defining issue of our times. The planet is changing in profound, permanent and not fully understood ways. This is the world that our children will inherit. As we build their school, our love and concern for them must extend not just to their intellectual growth, but to the world they will inherit and hand to their children. We are but caretakers for future generations. The decisions we make today may feel symbolic, but they will reverberate for decades to come. Let's build a school we can be proud of. Let's build a school that does not heat with fossil fuels.

Comments: (Finance Committee) Town Counsel has advised that passage of this article would be advisory, but not binding. Therefore, passage of this article does not require action on the part of the Selectboard. Fincom voted to recommend based on the merits of subject matter rather than the action required due to the advisory nature of the article. The Green Meadow Building Committee is the governing body for further discussion of this subject.

MOTION MADE: Roger Stillwater moved to approve Article 33 as printed in the warrant, except the words "to do or act thereon"

MOTION PASSED WITH A SHOW OF HANDS

Glenn Swanbon, 42 Durant Ave., pointed out the lifecycle analysis needs to be shown what is real and what is estimated. There is a \$5,000,000.00 difference in the elementary school construction with natural gas vs. geothermal system. He pointed out the estimates that were presented. He spoke about wind turbines in the ocean waters and the environmental opposition to this.

Craig Altemose, 16 Garfield Ave., spoke on climate change. He is in favor of this Article.

Glen Koenig, 10 Charles St., spoke about the renewable energy and where it will come from. He encourages passage of this Article.

Stephen Wagner, 13 Charles St., spoke on environmental concerns and what is the future.

Stephen Dyer, 16 Patti Lane, thinks that all fuel options should remain on the table and does not support passage of this Article. He feels more study needs to be done.

Cavan Stone, 17 Rice Rd., explained the lifecycle cost analysis. The Green Meadow Building Committee gave a high and low number for the geothermal system and the natural gas system landed in the middle of the high and low. He spoke of reimbursement for construction costs. Historically, the price of natural gas has shown higher variability and uncertainty than the electricity. He spoke in favor of this Article.

Marie Gunnerson, 119 Parker Street, asked for clarification of the numbers and the Eversource incentives and the time line for these payments.

Mr. Stillwater spoke on the current design (well field underneath the school) will require a temporary system. He spoke on the cost and rebate of the temporary system. If the well field is anywhere but underneath the school, there will not be the need for a temporary system. He also answered that the school will need to be paid for and incentives are paid after the project completion.

Ms. Gunnerson also asked if the lifecycle cost included maintenance of the system, and potential repairs.

Mr. Stillwater stated that the operating expenses and potential repairs are part of the lifecycle cost.

Sarah Measures, 17 Sunset Rd., spoke on building a new school. She is in favor of this Article.

Andrea Grossman, 10 Deer Path 1, spoke on the renewable resource of geothermal. She is in favor of this Article.

Mr. Downey explained that we are voting on not using fossil fuels and not necessarily fossil fuels.

Paul Fein, 18 Tremont St., asked if we were voting on the final design and if this is a binding question. He asked for clarification on the state funding.

Mr. Stillwater answered that this is a non-binding question. It is a recommendation to the Select Board. He is hoping that the voice of the people would be an important factor.

Alannah Gustafson, Finance Committee, explained that this is a non-binding Article. This is simply a recommendation.

Mr. Fein added that using a heat pump instead of a gas furnace also furnishes the school with air conditioning. He is in favor of this Article.

Mike Stevens, 4 Bent Ave., speaking on the uncertainties and the costs for these systems. He spoke on the damage fossil fuels is doing to the planet.

Ken Estabrook, 28 McKinley St., stated that he will be voting “no” on this Article. He felt that this body is not where this discussion should be done. This should be brought up to the Green Meadow Building Committee, at the time when decisions have to be made. We are not voting on a solution tonight. This is simply an opinion.

Lee Ellis, 3 Apple Ridge Rd., spoke about natural gas and the future of it. Eversource is building a project looking into distributing geo-thermal delivery to homes. This is an indication of what the future will bring.

ARTICLE: 34 CITIZENS’ PETITION: ADOPT NEW MUNICIPAL OPT-IN SPECIALIZED STRETCH CODE OF 2022

To see if the Town will vote to Amend the Town By-laws by adopting the Department of Energy Resources (DOER) Municipal Opt-in Specialized Stretch Code of 2022 as the building code applicable for new construction of residential, commercial, and mixed-use structures, with an effective date of July 1, 2024 by deleting the current Chapter 25 Stretch Energy Code and replacing it with the following Chapter 25 Stretch and Specialized Energy Codes.

“CHAPTER 25

STRETCH AND SPECIALIZED ENERGY CODES

Section 1. Definitions

- A. **International Energy Conservation Code (IECC)** – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.
- B. **Specialized Energy Code** – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.
- C. **Stretch Energy Code** - Codified by the combination of 225 CMR 22 and 23¹, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the

¹ Note: The Stretch energy code was previously codified in 780CMR appendix 115.aa, prior to the passage of the 2021 Act Creating a Next-generation Roadmap for Massachusetts Climate Policy (2021

International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

Section 2. Purpose. The purpose of 225 CMR 22.00 and 23.00 including Appendices RC and CC, also referred to as the Specialized Energy Code is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

Section 3. Applicability. This energy code applies to residential and commercial buildings.

Section 4. The Town of Maynard, seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 225 CMR 22 and 23, mandates adherence to Appendices RC and CC

Section 5. Specialized Code. The Specialized Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Maynard General Bylaws, Chapter 25.

Section 6. Enforcement. The Specialized Code is enforceable by the Building Commissioner or its designee.

Section 7. Enactment. This By-law shall go into effect on July 1, 2024.”

To do or act thereon.

~~TOWN OF MAYNARD BY LAWS CHAPTER 25~~ ~~STRETCH ENERGY CODE~~

~~Section 1. Definitions~~

~~A. International Energy Conservation Code (IECC) 2009—The International Energy Conservation Code (IECC) is a building code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency. Commencing July 1, 2010, the baseline energy conservation requirements of the MA State Building Code will default to IECC 2009 and MA amendments.~~

~~B. Stretch Energy Code—Codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115 AA, the Stretch Energy Code is the International Energy Conservation Code (IECC) 2009 with amendments contained herein.~~

~~Section 2. Purpose.~~ The purpose of 780 CMR 115.AA is to provide a more energy efficient alternative to the base energy code applicable to the relevant sections of the building code for both new construction and existing buildings.

Climate Act). The 2021 Climate Act transferred authority for promulgation of the Stretch energy code to the Department of Energy Resources.

~~Section 3. Applicability. This code applies to residential and commercial buildings. Buildings not included in this scope shall comply with 780 CMR 13, 34, 61, or 93 as applicable.~~

~~Section 4. The Town of Maynard, seeking to ensure that construction within its boundaries is designed and built above the energy efficiency requirements of 780 CMR, mandates adherence to Appendix 115 AA.~~

~~Section 5. Stretch Code. The Stretch Code, as codified by the Board of Building Regulations and Standards as 780 CMR Appendix 115 AA, including any amendments or modifications, is herein incorporated by reference into the Town of Maynard General Bylaws, Chapter 25.~~

~~Section 6. Enforcement. The Stretch Code is enforceable by the building inspector official.~~

SPONSORED BY: Citizen Petition
APPROPRIATION: None
FINCOM RECOMMENDATION: Does Not Recommend

Comments:

The opt-in portion of the building stretch code is designed to help Massachusetts achieve its goal of net zero carbon emissions by 2050, as well as the intermediate goals between now and then.² In addition, Maynard’s Master Plan aims “for net-zero energy in new construction or major renovations.”

This code would require all new buildings, both residential and commercial, including major additions,³ to be net-zero ready. Net zero ready means that fossil fuels can still be used for heating, water heating and cooking, but the structure must be pre-wired so that all fossil fuel appliances can be easily replaced with electrical ones in the future. In addition, the structure must be wired to make it solar ready and accommodate at least one electric vehicle charger. (Once wiring is installed, many builders may opt to install heat pumps, electric or heat pump water heaters, electric clothes dryers, electric or induction stoves and solar panels, but this is not required.)

In addition, the building must be designed and constructed to industry best practices⁴ which ensures among other things that building is well insulated and air leakage is minimized. The result is a state-of-the-art building that reduces heating and cooling loads. Net zero buildings are not significantly more expensive to build and have notably lower operating costs. Most importantly over their lifetimes (30 to 50 yrs or more) they have significantly lower carbon footprints than traditional structures. When converted to fully electric buildings, either at time of construction or later, these buildings can be as green as the grid – and every year a greater portion of the grid’s electricity comes from renewable energy.

² Massachusetts, a national leader on climate initiatives, including the passage of the Act Creating A Next-Generation Roadmap for Massachusetts Climate Policy (signing into law by Gov. Baker on March 26, 2021), which requires:

the 2030 emissions limit be at least 50% below the 1990 baseline

the 2040 emissions limit be at least 75% below the 1990 baseline

the 2050 emissions limit achieves at least net zero statewide greenhouse gas emissions.

³ Additions of 1000 sq ft or more for residential and 100% of the existing building and less than 20,000 sq ft for commercial.

⁴ Building envelopes must meet rigorous Home Energy Rating System standards that include design evaluation and post construction testing.

By building green we help to address the cascading environmental harms, severe health impacts, and property destruction which is already happening in many places around the world and is predicted to get far worse. Due to the current average global warming of more than 1°C relative to a pre-industrial baseline (World Meteorological Organization, 2020). Restoring a safe and stable climate will require deep greenhouse gas emission reductions through rapid, unprecedented transitions in all aspects of society, as described in the Intergovernmental Panel on Climate Change’s (IPCC) Sixth Assessment Report, Climate Change, 2021) There is an urgent need for the buildings we build today to be as green as possible because they will be used for decades to come.

Comments: (Finance Committee) Passage of this article would update the Town By-laws Chapter 25 as shown. After consultation with the DPW Director and Town Planner, Fincom does not recommend passage of this article. All of the consequences to the Town with this early adoption are not fully understood, and therefore Fincom believes this change requires a full deliberative process involving the Planning Board, Planning Department, and other relevant experts before moving forward.

MOTION MADE: Roger Stillwater moved to approve Article 34 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED WITH A SHOW OF HANDS

Glen Koenig, 10 Charles St., how many other towns have accepted this?

Mr. Stillwater stated that 18 have adopted, hopefully 21 by the end of the year. Boston has gone even more restrictive.

Mr. Koenig asked if this is rehab or just new building.

Mr. Stillwater answered that this is just for a new building.

Bill Kohlman, 9 Howard Rd., Chairperson of the By-Law Committee, helped Mr. Stillwater format this proposal and this mirrors what is currently a bylaw in Maynard. The Bylaw does not favor or oppose the bylaw, it just makes sure the bylaw meets their requirements.

Bill Kohlman, 9 Howard Rd., speaking as private citizen. He spoke on the future of the planet. He strongly supports this Article.

Jan Jones, 26 Nick Lane, stated that she likes most of this Article, but the modifications in the future seems to give more power to the state in the future.

Mr. Stillwater stated that Maynard voted in becoming a Green Community, and opted in for the Stretch Code. We are stepping into a unified code.

Craig Altemose, 16 Garfield Ave., spoke on the other towns that have opted into this stretch code. He is in favor of this Article.

Michael Boyle, 9 Glenn Dr., asked the Finance Committee why they did not recommend.

Alannah Gustafson, Finance Committee Chair, stated that the Finance Committee did not feel they had enough information on this Stretch Code. They reached out to various employees and board members, stated that they agreed that this is the way things are moving, but that this may be too early for adoption.

Justine St. John, 2 Barilone Circle, commended Mr. Stillwater for his initiative. She feels there could be unintended circumstances. She would like town entities on board before adoption. Most of the other towns/cities are larger or more affluent. We do have updated stretch codes we will have to adapt to.

Carol Kyte, 3 Summit St., spoke about climate change and stretch codes. She is in favor of this Article, and feels it is doing the right thing.

Sarah Measures, 17 Sunset Rd, is in favor of this Article.

Mr. Downey asked for a show of hands whether the body wanted to continue the meeting or adjourn and continue tomorrow. By a show of hands, the meeting continued.

ARTICLE: 35 AMEND ZONING BY-LAW SECTION 9.4.5, MIXED USE AND MULTIFAMILY REDUCED AREA REQUIREMENT; DEVELOPMENT AGREEMENT

To see if the town will vote to

Amend Section 9.4.5, USE REGULATIONS, TABLE A, “4. BUSINESS USES”, of the Zoning By-Laws, by replacing it in its entirety so that it reads (the proposed additional text is underlined, deleted text is stricken.):

9.4.5 Mixed Use and Multifamily Reduced Area Requirement; Development Agreement. In order to provide maximum flexibility to prospective developers while ensuring sufficient safeguards for the Town, a Special Permit may be issued by the SPGA to reduce the minimum lot requirement for multi-family and mixed use to a minimum of eight hundred (800) sq. ft. per residential unit provided a Development Agreement is executed between the Developer and The Town of Maynard acting by and through the Select Board and the Planning Board. The Development Agreement must be executed by all parties by the close of the public hearing.

1. The Development Agreement shall include the following:
 - a. Agreement from the developer to include in the development a number of “affordable” units equal to or greater than the percentage of the total number of units in the development as shown below, rounded up to the nearest whole unit.

Affordable Units Required by Project Size

<u>Project Size (units)</u>	<u>Percentage of Affordable Units</u>
<u>6-17 units</u>	<u>15%</u>
<u>18 or more units</u>	<u>25%</u>

For projects of 17 or fewer units, the affordable units shall be affordable to households with income at 80% of Area Median Income (AMI).

For projects of 18 or more units, the affordable units shall be affordable to households with income at 80% of AMI, except a number of the affordable units equal to one-quarter of the additional project units allowed by the reduction in the minimum lot requirement per unit shall be provided for households with income at 60% of AMI. For example, if reducing the minimum lot requirement from 1,500 sf per unit to 800 sf per unit allows the number of units to increase from 10 to 18, then 2 of the affordable units shall be affordable for households with income at 60% of AMI. When calculating the number of 60% AMI units, fractional units of ½ or greater shall be rounded up to the nearest whole number.

The Developer shall be responsible for all costs associated with any applications and/or restrictions required by the Department of Housing and Community Development to approve the units as includable on the Subsidized Housing Inventory of the Town, including but not limited to Local Action Unit applications, Regulatory Agreements and Deed Riders. The Developer also is solely responsible for any subsequent administration or other maintenance necessary to maintain units' designation as affordable whether ongoing or one-time actions.

- b. Agreement from the Developer to make a monetary donation, in an amount as prescribed in the Planning Board Regulations (see Miscellaneous: A. Safe Harbor Valuation of Open Space), to the Conservation Trust Fund or other Town fund or account for the purposes of acquiring, improving, and preserving open space or recreation land, to provide funding for:
 - i. The acquisition of such open space, including expenses directly related to such land purchases.
 - ii. The acquisition, creation, preservation, rehabilitation, improvement, or restoration of land or facilities for recreation; and/or
 - iii. To provide funding for the planning, design and construction of accessible ramps, audible crossing signals, and other improvements needed to remove barriers to entry or use of the Town of Maynard's open space or recreation lands by those with disabilities, or to provide funding for such purposes for the Town of Maynard's matching monies for state and federal grant programs that require a local match.

In place of some or all of a monetary donation, the Developer may provide materials and construction services, of value approved by affirmative vote of the Planning Board.

In place of some or all of a monetary donation, the Developer may donate open space or recreation lands, in perpetuity and of at least equivalent value, as approved by affirmative vote of the Planning Board.

- 2. The Development Agreement may also include, but shall not be limited to, any of the following:
 - a. Description, funding commitments, and phasing of project work needed to be done on Town lands or rights-of-way.
 - b. Description, funding commitments, and schedule for work to mitigate transportation, utility, natural resource, and other impacts on the Town created by the proposed development.
 - c. Commitments regarding operations and/or types of uses in any commercial space, including provisions for interim use during periods of extended vacancy, and
 - d. Any other provision authorized by the Town of Maynard's By-laws, protective Zoning By-laws or Planning Board's Rules and Regulations.

9.4.5 ~~Mixed Use and Multifamily Reduced Area Requirement; Development Agreement.~~ ~~In order to provide maximum flexibility to prospective developers while ensuring sufficient safeguards for the Town, a Special Permit may be issued by the SPGA to reduce the minimum lot requirement for~~

multi-family and mixed use to a minimum of eight hundred (800) sq. ft. per residential unit if and only if an executed Development Agreement between the Developer and The Town of Maynard acting by and through the Select Board and the Planning Board. The development agreement shall include all of the following:

1. ~~Agreement from the developer to include in the development a number of “affordable” units equal to or greater than 15% of the total number of units in the development, rounded up to the nearest whole unit or an agreement from the developer to make a donation to the “Maynard Affordable Housing Trust” (or any equivalent town fund or account which is dedicated to the development of “affordable” housing stock) equal in value to the whole number of affordable units, multiplied by the “affordable unit equivalent” (in dollars). This “affordable unit equivalent” shall be determined by the Affordable Housing Trust, or in the absence of such a Trust, by the Select Board. This does not preclude the applicability of the Town’s Inclusionary Zoning By law. If the development is subject to the Inclusionary Zoning By law, the most restrictive of the requirements shall apply.~~²²⁹
2. ~~Agreement from the Developer to make a donation to the Maynard Community Preservation Fund, or other equivalent town fund or account dedicated to the acquisition and preservation of open space or recreation land in an amount as prescribed in the Planning Board Regulations.~~²²⁹
The development agreement may include any of the following but shall not be limited to the following:
3. ~~Description of Development Characteristics;~~
4. ~~Type of housing;~~
5. ~~Number of units and/or bedrooms, Rental vs. owned, Percentage owner occupied if condominiums, Age restrictions, Subsidizations, Affordable component, Townhouse vs. Garden Style, Architecture;~~
6. ~~Parking proposed, including underground;~~
7. ~~Percentage and type of retail (if applicable);~~
8. ~~Long term use guarantee (to remain in retail);~~
9. ~~Sales of goods vs. restaurant uses defined;~~
10. ~~Percentage and type of commercial use(s) if applicable;~~
11. ~~Flexibility of changing use to be allowed;~~
12. ~~Show consistent or reduced parking usage intensity;~~
13. ~~Type and quality of construction proposed;~~
14. ~~Number of stories/height;~~
15. ~~Percent lot coverage;~~
16. ~~Mitigation / Infrastructure Improvements. To fund or contribute to the Town to fund the mitigation of impacts to Town services created by the proposed development. Examples include the following:~~
 - a. ~~Public infrastructure improvements~~
 - b. ~~Water supply wells, permitting, improvements~~
 - c. ~~Water main improvements.~~
 - d. ~~Sewer main lines and structures.~~
 - e. ~~Sewage treatment plant upgrades/improvements.~~
 - f. ~~Storm water improvements, including aiding the Town to comply with municipal National Pollution Discharge Elimination System (NPDES) requirements.~~
 - g. ~~Cable utilities improvements or conversion to underground utilities.~~

~~h. Proposed traffic mitigation.~~

To do or act thereon.

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

Comments: (Sponsor) The proposed revision makes a number of adjustments to the regulatory framework to allow quote density bonuses in the “Downtown Overlay District” (DOD). While generally consistent with the deleted text, the replacement text addresses, clarifies and simplifies several areas the Planning Board has experienced difficulties when negotiating and permitting development where the density bonus is sought.

DHCD (Department of Housing and Community Development) guidelines currently define “affordable housing” as housing affordable to individuals making 80% of Area Median Income (AMI). The AMI is for the Greater Boston Metropolitan Statistical area (MSA).

Based on Census data and the Town’s Housing Production Plan (HPP) the Planning Board believes that 80% AMI does not represent actual affordability for many Maynard residents. The proposed amendment creates a mechanism that will add units affordable to those making 60% of the AMI (rather than 80%) when the Planning Board considers density bonuses for DOD projects.

Comments: (Finance Committee) Passage of this article would amend the Town’s Protective Zoning Bylaws, specifically Section 9.4.5, “Mixed Use and Multifamily Reduced Area Requirement; Development Agreement,” to clarify and simplify the Zoning Bylaws. These changes would enable the Planning Board to negotiate clearer development agreements while protecting the Town’s interests.

MOTION MADE: Chris Arsenault moved to approve Article 35 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 76 / NO: 6

Robert McCarthy, 28 Tobin Drive, has the change from 80 to 60% been a burden in any way to other towns that have made this change. He asked if this means developers would shy away from affordable housing projects.

Mr. Arsenault answered that this is a practical concept that has been developed by the Town of Maynard. This would only impact large developments in the downtown area. They try to incentivize developers with this regulation, as well as negotiating with them.

ARTICLE: 36 AMEND ZONING BY-LAW SECTION 3.1.2, 7.2, AND 11.0 – BODY ART ESTABLISHMENTS

To see if the town will vote to

1. **Amend Section 3.1.2, USE REGULATIONS, TABLE A, “4. BUSINESS USES”,** to allow Body Art Establishments use “by right” in the Business, Central Business and Health Care Industrial Zoning Districts and by Special Permit of the Planning Board within the Industrial Zoning District (I) so that it reads (the proposed additional text is underlined, deleted text is stricken.):

4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Body Art Establishments	N	N	N	<u>P Y</u>	<u>N Y</u>	<u>N Y</u>	PB	N	N

2. **Amend Section 7.2 Body art establishments** of the Zoning By-Laws, by removing it in its entirety:

~~7.2 BODY ART ESTABLISHMENTS~~

~~7.2.1 General.~~ Body Art Establishments as defined in the Section 11.0 shall not be considered a customary home occupation.

~~7.2.2 Spacing Requirements.~~ A structure containing a Body Art Establishment shall not be located in or within 100 feet of any structure containing a dwelling unit, or in an establishment where liquor is sold or consumed or as an accessory use to any other use permitted in this By-law.

~~7.2.32 Standards:~~

1. ~~Body Art Establishments in no case shall operate between the hours of 10:00 P.M. and 10:00 A.M.~~
2. ~~Body Art Establishments shall not operate without a valid permit from the Board of Health.~~
3. ~~Body Art Establishments shall comply with all dimensional requirements of this By-law.~~
4. ~~Body Art Establishments shall have a minimum of two (2) parking spaces unless there is a public parking lot within 500 feet of the establishment.~~
5. ~~Body Art Establishments shall comply with all the sign provisions of this By-law.~~

3. **Amend Section 11.0 DEFINITIONS** of the Zoning By-Laws, so that it reads (the proposed additional text is underlined, deleted text is stricken.):

Body Art: The practice of physical body adornment by ~~permitting~~ permitted establishments and practitioners using, but not limited to, the following techniques: body piercing, tattooing, cosmetic tattooing, branding and scarification. This definition does not include practices that are considered medical procedures by the Massachusetts Board of Registration in Medicine, such as implants under the skin, which are prohibited.

Body Art Establishment: A location, place or business that has been granted a permit by the Maynard Board of Health, whether public or private, where the practices of Body Art are performed, whether or not for profit.

To do or act thereon.

SPONSORED BY: Planning Board
 APPROPRIATION: None

FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor)

- The Planning Board believes Body Art is locationally appropriate in the same locations as a nail salon or other personal service. Changes Body Art Establishments from a “Special Permit Use” to a “By-right” use in the Business, Central Business and Healthcare Industrial District.
- The Planning Board believes the existing Board of Health regulatory framework for body art adequately regulates Body Art and that the existing language is repetitive and/or outdated. Removing Section 7.2 section limits the Planning Board’s role in the regulation of Body Art establishments to designation of appropriate zoning districts. The districts are generally consistent with where a hair salon or other personal service are allowed.
- Dimensional/development related standards of Body Art establishments would be governed as a hair salon or other personal service would be under the Zoning By-laws.

Comments: (Finance Committee) Passage of this article would amend the Town’s Protective Zoning Bylaws to allow Body Art Establishments use “by right” in the Town’s Business, Central Business, and Health Care Industrial Zoning Districts. (They are currently allowed only by “Special Permit” from the Planning Board in the Town’s Business and Industrial Districts.) With this change, body art establishments would be treated from a zoning perspective in similar way to medical offices and personal service establishments (such as beauty and barber shops, dry cleaning pick-up stores, laundromats, massage therapy, tanning salons, etc.). The Finance Committee believes that passage of this article would foster appropriate business uses.

MOTION MADE: Chris Arsenault moved to approve Article 36 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 76 / NO: 6

ARTICLE: 37 AMEND ZONING BY-LAW SECTION 3.1.2

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

- A. Amend Section 3.1.2, USE REGULATIONS, TABLE A, “4. BUSINESS USES”,** to incorporate the new categories of Type “A” or Type “B” Accessory Home-Based Business Activities (AHBBA). Additionally, several other changes are proposed to clarify the regulatory framework for AHBBA. The amendment would amend Table A Section 6 Accessory and Other Uses to read (proposed new text underlined, ~~deleted text stricken~~):

Other Uses									
6. Accessory and Other Uses	S-1	S-2	GR	B	CB	I	HCI	GA	OS
Accessory agriculture	Y	Y	Y	Y	N	N	N	N	N
Accessory Apartment	BA	BA	BA	BA	BA	N	N	N	N
<u>Accessory nonresidential uses</u> <u>Nonresidential accessory use to nonresidential principal</u>	N	N	N	Y	Y	Y	Y	Y	N

Adult Day Care	BA	BA	BA	BA	BA	N	BA	N	N
Craft marijuana cultivator cooperative ²¹³	N	N	N	N	N	N	N	N	N
Customary Home Occupation	Y	Y	Y	Y	Y	N	N	N	N
Customary Home Occupation with nonresident employee(s)	BA	BA	BA	Y	BA	N	N	N	N
Drive-in or drive-through facility	N	N	N	PB	PB	PB	PB	N	N
Family day care home, large	BA	BA	BA	BA	BA	N	N	N	N
Family day care home, small	Y	Y	Y	Y	Y	N	N	N	N
Hair dresser, novelty shop, antique shop in home	BA	BA	BA	Y	Y	N	N	N	N
In-home real estate office	BA	BA	BA	Y	Y	N	N	N	N
Kennel, private	BA	BA	BA	BA	N	BA	N	N	N
Overnight outdoors parking of more than one commercial vehicle not to exceed 25,000 gvw	BA	BA	BA	BA	BA	Y	Y	N	N
Overnight outdoors parking of one commercial vehicle not to exceed 25,000 gvw	Y	Y	Y	Y	Y	Y	Y	N	N
Overnight outdoors parking of one or more commercial vehicles in excess of 25,000 gvw	BA	BA	BA	BA	BA	Y	Y	N	N
Recreational use	BA	BA	BA	Y	Y	Y	Y	Y	Y
Seasonal and Charitable sales	PB	PB	PB	Y	Y	Y	Y	N	N
<u>Accessory Home-Based Business Activity, Type A</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>N</u>
<u>Accessory Home-Based Business Activity, Type B</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>BA</u>	<u>N</u>
Temporary sales (See Section 7.8) *	N	N	N	Y	Y	Y	Y	Y	Y
Trade Shop	BA	BA	BA	Y	Y	N	Y¹⁸⁴	N	N
* Requires Select Board Approval									

B. Amend Section 3.0, “USE REGULATIONS” BY AMENDING SECTION 3.2 “ACCESSORY Uses”, so that it would read (new text is underlined, deleted text is stricken):

3.2 ACCESSORY USES

3.2.1 General An accessory use located on the same lot with, and customarily incidental to, any of uses set forth in the Table of Uses as allowed or allowed by Special Permit shall be permitted; provided, that such accessory use shall not be detrimental to a residential neighborhood and shall not change the outward character of the district.

3.2.2 Letting of Rooms; Taking of Boarders; ~~Preparing Food for Sale~~ The letting of rooms, or taking of boarders, ~~or preparing food for sale~~ shall be a permitted accessory use.

3.2.3 Outdoor Parking of Commercial Vehicles Not more than one commercial vehicle of 25,000 gross vehicle weight (GVW.) or less may be regularly parked outdoors and overnight in a Residential

District, except on a farm. By Special Permit, the Board of Appeals may authorize more or larger vehicles.

3.2.4 Home Occupation Any of the customary home occupations shall be allowed as of right, conducted by resident occupants only, including, but not limited to, the work of any member of a recognized lawful profession, subject to the following:

1. **Hairdressing; Certain Sales.** The Board of Appeals by Special Permit may authorize the use of a room in a dwelling for hairdressing or the sale of gift novelties and antiques by a resident occupant only, provided the residential character of the premises is not changed.

2. **Real Estate Office.** The Board of Appeals may authorize by Special Permit the use of any portion of a dwelling for the use as a real estate business office subject to the conditions imposed by the board; provided, however, that said business shall be owned, managed and operated exclusively by residents of said dwelling, and employ no persons who are nonresidents of said dwelling, and provided that further said office is unassociated with the operation of any other real estate office.

3.2.5 Trade Shop A builder, carpenter, mason, painter, plumber, tinsmith, upholsterer, machinist, or other craftsmen who lives and maintains a home on the premises or building may use said home or building thereon in connection with his trade by annual Special Permit from the Board of Appeals.

3.2.4 Accessory Home-Based Business Activities: AHBBAs may be allowed as set forth in the Table of Use Regulations and Section 8.3 of the Zoning By-laws.

3.2.5 Deleted.

3.2.6 Family Day Care Home A family day care home may be allowed as set forth in the Table of Uses.

3.2.7 Adult Day Care Adult day care may be allowed as an accessory use as set forth in the Table of Uses.

3.2.8 Seasonal and Charitable Sales. The Planning Board may authorize by Special Permit seasonal and charitable sales by a non-profit charitable organization (such application shall include written permission from the property owner for the sales), if such sales do not, in the judgment of the Maynard Building Commissioner, constitute a significant and unreasonable impact on neighboring properties as regards to parking, traffic, light, noise, fumes, etc.

C. **Amend Section 6.1.5, TABLE C – “PARKING SPACE REQUIREMENTS”**, so that it reads (new text is underlined, deleted text is stricken):

6.1.5 Parking Space Requirements. Parking shall comply with the following Table C:

TABLE C – PARKING SPACE REQUIREMENTS

Type of Use	Minimum number of parking spaces to be provided
Home Occupation	2 per nonresidents employed, or where retail sales are conducted Board of Appeals shall have the authority under Section 3.2 to require the number of parking spaces which it deems to be adequate and reasonable.
<u>Accessory Home-Based Business Activity</u>	<u>Per Section 8.3</u>

D. Amend Section 8.0 SPECIAL RESIDENTIAL REGULATIONS, BY creating section 8.3: “ACCESSORY HOME-BASED BUSINESS ACTIVITIES”, to read as follows:

SECTION 8.3 ACCESSORY HOME-BASED BUSINESS ACTIVITIES

8.3.1 Purpose

An Accessory Home-Based Business Activity (AHBBA) is an occupation, service, profession, or enterprise that operates out of a residential structure or an accessory building, by the resident or residents, that is incidental and secondary to the primary residential dwelling unit.

The purpose of this section is to recognize that particular professional and business activities are traditionally and inoffensively carried on in the home and to set standards regarding noise, glare, odor, visual, traffic, parking, and other potential impacts so as to protect and maintain the character of abutting properties and of the residential neighborhood.

This section establishes two categories of Accessory Home-Based Business Activities – “Type A”, which is allowed as of right (no Special Permit required to conduct the activity) and “Type B” which may be allowed by a discretionary Special Permit issued by a Special Permit Granting Authority (SPGA). Where a Special Permit is granted, the SPGA may include in the Special Permit any conditions or limitations deemed necessary to mitigate potential negative impacts on abutting properties and the residential character of the neighborhood.

8.3.2 Application

1. Type-A Accessory Home-Based Business Activities generally take place with little or no evidence that a property is used in any way other than a dwelling. They must be in compliance with Sections 8.3.3 and 8.3.4 and shall be allowed as of right and do not require a Special Permit.
2. Type-B Accessory Home-Based Business Activities generally take place with significant evidence that a business or professional activity is occurring. They may be allowed by Special Permit from the Special Permit Granting Authority, per Sections 8.3.3, 8.3.5 and 8.3.6 and Section 10.4.
3. Accessory Home-Based Business Activities are allowed in zoning districts as specified in the 3.1.2 Table of Use Regulations.
4. The following activities are not considered Accessory Home-Based Business Activities and are not subject to the provisions of Section 8.3.
 - a. “Telework” and “Work at Home” activities where employees of a business, located at another location, perform work for the business in their own residence, provided all physical contact between the business and the employee occurs at the place of business and not the residence.
 - b. Overnight parking of one vehicle or one vehicle with a trailer provided to a resident in conjunction with their employment at an off-premises job.
 - c. Unattended roadside sales of agricultural products cultivated on site
 - d. Children’s lemonade stands or similar.
 - e. Garage/yard sales that last no more than two consecutive days and occur no more often than once in a calendar month.
 - f. The use of personal vehicles for ride hailing, livery, or delivery app services.
 - g. Preparation of food for charitable events.
 - h. Rental of residential garage space for indoor seasonal storage of watercraft and motor vehicles.
 - i. Other accessory uses addressed in other sections of the Zoning By-Law.

8.3.3 Requirements – General Provisions

The following criteria shall apply to both Type-A and Type-B Accessory Home-Based Business Activities.

1. The business owner must reside on the property.
2. The AHBBA is clearly incidental and secondary to the use of the premises for dwelling purposes.
3. There shall be no change in the outside appearance of the premises, including buildings and grounds, that is not in keeping with the residential character and appearance of the neighborhood.
4. No equipment or process shall be used in an AHBBA that creates noise, vibration, glares, fumes, electrical interference, or odors detrimental to the safety, peace, comfort, or general welfare of the persons residing in the neighborhood.
5. The AHBBA shall not generate, use, or store hazardous materials or waste in quantities greater than associated with normal household use, other than as approved by the Fire Chief.
6. Vehicles, Parking and Traffic
 - a. Off-street parking spaces shall be provided for all the AHBBA's commercial vehicles and trailers, and all the AHBBA's non-resident employee vehicles. None of these vehicles or trailers shall be parked on the street.
 - b. Any parking area shall retain the character of the residential neighborhood.
 - c. The AHBBA and any related activity shall not create any traffic hazards or nuisances in public rights-of-way.
 - d. Motor vehicles used in conjunction with the AHBBA and stored overnight on the property must be owned or leased by the operator of the business, with the vehicle's principal place of garaging recorded as the property address.
 - e. Motor vehicles or construction equipment used in conjunction with the AHBBA that are equipped with back-up alarms, shall not be operated on the property. The pedestrian alert sounds required by the National Highway Traffic Safety Administration for hybrid and electric vehicles are excluded from this prohibition.
 - f. Light maintenance and preventive maintenance of the AHBBA's business vehicles and business equipment, only as defined in 8.3.7, is allowed outdoors. No other repair or maintenance of the AHBBA's business vehicles, construction equipment or landscape equipment is allowed unless done indoors without outward visual or audible evidence of the activity.
7. More than one AHBBA may be conducted on a premises, however, the combined business-related impact of all AHBBA's shall be considered when evaluating the terms of Section 8.3.

8.3.4 Requirements – Type-A Accessory Home-Based Business Activities

Accessory Home-Based Businesses shall be considered "Type A" if in compliance with Section 8.3.3 Requirements-General Provisions and the following provisions.

1. All employees working on site shall reside at the premises.
2. No more than two (2) business-related vehicle visits per any day nor more than ten (10) visits per any week at the premises shall be permitted. This excludes business-related vehicle trips by residents of the dwelling and trips by delivery vehicles.
3. One commercial vehicle is allowed to be parked overnight.
4. No commercial trailers and heavy construction equipment on the property.

5. Customers, clients, patients, students, or other patrons of the AHBBA shall be allowed on the premises only during the hours of 9:00 a.m. and 5:00 p.m. weekdays.
6. The AHBBA shall not generate noise, vibration, glares, fumes, or odors discernable beyond the property line.

8.3.5 Special Permits for Type-B Accessory Home-Based Business Activities

1. Permits for Type-B AHBBA are issued by the Special Permit Granting Authority (SPGA) and are subject to the application procedures and fee schedule established by that SPGA.
2. Permits may be issued for an initial period of one (1) to three (3) years. Renewals may be issued for a period of one (1) to five (5) years. Each application for permit renewal shall be processed in accordance with the procedural requirement of the initial permit.
3. All permits run with the business activity and business owner and not the property. In cases of business ownership transfer to another resident of the dwelling, the permit may be continued upon written notice to the Office of Municipal Services (OMS).
4. The Town reserves the right upon issuing any AHBBA permit to inspect the premises in which the activity is being conducted to ensure compliance with the provisions of this Section or any conditions additionally imposed.
5. A Type B AHBBA Special Permit may only be issued to a tenant or occupant of the dwelling if the owner(s) of record of the property, or their designee, has provided written approval of the application. The approval shall clearly indicate the owner has reviewed the applicant's proposed use and has no objections.
6. A Type B AHBBA Special Permit may only be issued for a dwelling unit within a condominium property if the condominium association has provided written approval of the application. The approval shall clearly indicate the association has reviewed the applicant's proposed use and has no objections.

8.3.6 Special Permit Criteria – Type-B Accessory Home-Based Business Activities

1. In addition to the criteria and requirements set forth hereunder, the provisions of Section 10.4 shall apply to Special Permits under this Section.
2. Type-B Accessory Home-Based Businesses Activities shall comply with Section 8.3.3 Requirements-General Provisions and the following provisions.
3. Any of the following characteristics (a-n) of an AHBBA may be approved as part of a Special Permit only if the SPGA finds that potentially detrimental impacts of that characteristic on abutting properties and the residential character of the neighborhood would be mitigated. The finding shall consider the location, size, terrain, or other features of the property, and the effects of the operations of the business activity. The SPGA may also include, as part of the Special Permit, specific conditions, safeguards, and limitations on time or use for each characteristic (a-n). Each of the listed characteristics applicable to the proposed AHBBA must be approved individually. If a characteristic (a-n) is not specifically approved, it is not allowed.
 - a. The area of building space exclusively or regularly used by the AHBBA is more than 25% of the gross floor area of the dwelling.
 - b. Use of an accessory building by the AHBBA.
 - c. One (1) or more non-resident employees working at the premises at any one time.
 - d. A non-resident employee working on site other than on weekdays between the hours of 9:00 a.m. and 5:00 p.m.

- e. Customers, clients, patients, students, or other patrons of the AHBBA on the premises other than on weekdays between the hours of 9:00 a.m. and 5:00 p.m.
- f. More than two (2) business-related vehicle visits per any day or more than 10 visits per any week, other than business-related vehicle trips by residents of the dwelling and trips by delivery vehicles.
- g. More than two (2) customers, clients, patients, or other patrons of the AHBBA on the premises at any given time or, for instructional activities, more than four (4) students at a time.
- h. Use of more than a total of one (1) on-street parking space by customers, clients, patients, students, or other patrons of the AHBBA.
- i. The delivery or distribution of products or materials related to the AHBBA by other than a passenger motor vehicle or by parcel or letter carrier mail services using vehicles typically employed in residential deliveries.
- j. More than one (1) commercial motor vehicle and one (1) trailer used principally for the business parked outside overnight on the property.
- k. Heavy construction equipment on the property.
- l. Noise, vibration, glares, fumes, or odors discernable beyond the property line.
- m. The outdoor storage of equipment, material or goods, other than commercial vehicles.
- n. Business activities that take place outdoors on the property.

8.3.7 Special Definitions

The following definitions are specific to Section 8.3. For other definitions see Section 11.0.

- 1. **Business-related vehicle visits:** Visits to an AHBBA by clients/patrons and non-resident employees of the AHBBA who arrive in a motor vehicle. The arrival and departure of the motor vehicle shall be considered as one (1) business-related vehicle visit regardless of the time between arrival and departure and the number of persons in the vehicle.
- 2. **Preventive maintenance of business vehicles and equipment:** Work performed to maintain proper operation and safety, such as tune ups, fluid top offs or change, brake pads/brake parts, tire repair, light bulbs, windshield wiper replacement and other adjustments generally expected to take less than an hour to perform and which do not require the use of loud/noisy air or electrical tools.
- 3. **Light maintenance of business vehicles and equipment:** Work performed based on an urgent need only, generally expected to take less than four (4) hours to complete, and which do not require the use of loud/noisy air or electrical tools.
- 4. **Heavy construction equipment:** Self-propelled vehicles with an operating weight greater than 3,000 pounds that are used in construction and landscaping work and not registered for on-road driving. These include, but are not limited to, skidders, cranes, backhoes, loaders, excavators, tractors, and graders.
- 5. **Commercial Vehicle:** Any motor vehicle with Business Markings or Business Advertisement, or any motor vehicle which is not a Private Passenger Motor Vehicle, antique motor car, motorcycle, auto home, house trailer, taxicab, ambulance, hearse, livery vehicle, or school pupil transport vehicle.
- 6. **Business Advertisement:** A business advertisement on a motor vehicle includes, but is not limited to, a notice, slogan, image, logo, internet address or a design, or any combination, intended to draw public attention to a company or organization or to a product or service.

7. **Business Marking:** A business marking on a motor vehicle includes, but is not limited to, a name, address, telephone number, internet address or any combination or other indicia that identifies the owner or lessee of the vehicle.
8. **Private Passenger Motor Vehicle:** shall include all motor vehicles eligible for passenger plates per the Massachusetts' RMV Passenger Plate Manual and 540 Code of Massachusetts Regulations (CMR) 2 Motor Vehicle Regulations.
9. **Non-resident Employee:** shall include persons not residing at the residence but involved with the AHBBA activities, whether full or part-time, paid or unpaid or independent contractors.

To do or act thereon.

SPONSORED BY:	PLANNING BOARD
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor)

This amendment contains several proposed changes to the Zoning By-laws to address the operation of businesses in residential districts as an accessory use.

Following several recent Zoning Board of Appeals (ZBA) hearings for the permitting of both “Home Occupations” and “Trade Shops” the Planning Board concluded that the existing regulations for these uses are outdated and require updating to reflect current trends. The ZBA and the Planning Board together have drafted proposed changes creating a new section of the Zoning By-laws to regulate “Accessory Home-Based Business Activities” (AHBBA) proposed as Section 8.3.

Essentially, the proposed regulations focus on how a home-based business may impact the surrounding area rather than on the type of business itself.

- The proposed amendment to Section 3.1.2 establishes two types of AHBBA's. A Type “A” AHBBA would be allowed as of right (no Special Permit required) and would apply to the vast majority of home-based business activities currently taking place. Type “B” AHBBA's would still be allowed but would require a Special Permit from the Special Permit Granting Authority (usually the ZBA).
- The proposed amendment to Section 3.2 “accessory nonresidential use” is made to clarify that it applies only to accessory uses of principal commercial uses. For example, a hotel with a bar. The hotel would be the principal use and the bar would be an allowed accessory use.
- The proposed amendment to Section 6.1.5 stipulates that AHBBA parking requirements shall default to Section 8.3.
- The proposed Section 8.3 focuses on how a home-based business may impact the surrounding area rather than on the type of business itself. Accordingly, Customary Home Occupations; Customary Home Occupation with nonresident employee(s); Hair dresser, novelty shop, antique shop in home; In home real estate office, and Trade Shop are removed from the list of specific accessory uses. They would still be allowed under the proposed Section 8.3 regulations.

Comments: (Finance Committee) Passage of this article would amend the Town's Protective Zoning Bylaws to define, specify, and clarify Accessory Home-Based Business Activity (AHBBA) as an accessory use. The article specifies that neither “telework” and “work at home,” nor overnight parking of a business-related vehicle, nor certain other minor activities are not subject to these provisions. By defining and specifying two types of AHBBA's—Type A, meaning “little or no evidence that a property is used any way other than a

dwelling”, and Type B, meaning “with significant evidence that a business or professional activity is occurring”—the provisions of this article would foster appropriate home-based business uses while protecting the interests of those residing in Maynard. (See sponsor comments for additional detail.)

MOTION MADE: Chris Arsenault moved to approve Article 37 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 75 / NO: 5

ARTICLE: 38 AMEND ZONING BY-LAW SECTION 3.1.2

To see if the town will vote to

- 1. Amend Section 3.1.2, USE REGULATIONS, TABLE A, “4. BUSINESS USES”,** of the Zoning By-Laws, to add a Trade Shop use “by right” in the Business, Central Business and Industrial Zoning District and by Special Permit of the Planning Board within the Health Care Industrial Zoning Districts. This will amend the Use Regulations Table, Section 4 Business Uses, as depicted below: (the proposed new text is underlined.):

Principal Use									
4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
<u>Trade Shop</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>BA</u>	<u>Y</u>	<u>N</u>	<u>N</u>

- 2. Amend Section 11.0 DEFINITIONS** of the Zoning By-Laws, to add the following definition (the proposed new text is underlined.):

Trade Shop: A building, structure, or premises used by a practitioner of a trade or a craft.

To do or act thereon.

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

Comments: (Sponsor) The Planning Board, after a request by the Building Commissioner, has found it desirable to specify Trade Shop as a Principal Use, in order to clarify that such uses are allowed in certain zoning districts. This also provides a definition for the Trade Shop use.

Comments: (Finance Committee) Passage of this article would amend the Town’s Protective Zoning Bylaws to define and specify Trade Shop as a Principal Use, “by right” in the Business, Central Business, and Industrial Zoning Districts and by “Special Permit” from the Zoning Board of Appeals in the Health Care

Industrial Zoning District. (Trade shops are currently allowed only as an accessory use—i.e., not principal use—“by right” in the Business, Central Business, and Health Care Industrial Zoning Districts, and by “Special Permit” from the Zoning Board of Appeals in residential zoning districts. These accessory uses would not be affected by this Town Meeting vote.) The Finance Committee believes that passage of this article would foster appropriate business uses while protecting the interests of those residing in Maynard.

MOTION MADE: Chris Arsenault moved to approve Article 38 as printed in the warrant, except the words “to do or act thereon”

MOTION PASSED YES: 75 / NO: 5

Marie Gunnerson, 119 Parker St., asked how to decide what regulations are needed to follow for certain activities.

Mr. Arsenault answered that there are many permits required in zoning laws, but do people go without permits? Yes, they do, but residents should be proactive about it and know the laws. You can always go to the Zoning Board to get direction from them.

Amy Shew, 115 Summer Street, asked for clarification on “trade shop” and whether it impacts permits in a residential area that are in place now.

Mr. Arsenault drew attention to “trade shop” being crossed off on a certain table. They are trying to clarify what a trade shop is, and it should be a principle use in business and commercial zones. It should be a “no” in the residential zones.

Bill Nemser stated that a currently permitted trade shop will remain valid until the expiration date of the permit. At that time, they would return to the entity that granted the permit, in most cases that is the Zoning Board of Appeals, and a new permit would probably be issued under a new terminology.

Bill Kohlman, 9 Howard Road, made a motion to dissolve the meeting. The motion was seconded.

Mr. Downey, Moderator, declared the meeting dissolved at 11:45 PM.

Appendix A: Town General Fund Budget Fiscal Year 2024

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs FY2024</u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -
114	Total Other Expenses - Moderator	\$ 149	\$ 200	\$ 51
114	Total Moderator Expenses	\$ 149	\$ 200	\$ 51
				\$ -
122	Total Salaries - Selectman	\$ 74,119	\$ 75,601	\$ 1,482
122	Total Other Expenses - Selectman	\$ 25,500	\$ 25,700	\$ 200
122	Total Selectman Expenses	\$ 99,619	\$ 101,301	\$ 1,682

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs</u> <u>FY2024</u>
				\$ -
129	Total Salaries - Town Administrator	\$ 466,356	\$ 350,337	\$ (116,019)
129	Total Other Expenses- Town Administrator	\$ 18,675	\$ 18,812	\$ 137
129	Total Expenses - Town Administrator	\$ 485,031	\$ 369,149	\$ (115,882)
				\$ -
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -
131	Total Other Expenses- Finance Committee	\$ 500	\$ 500	\$ -
131	Total Expenses - Finance Committee	\$ 500	\$ 500	\$ -
				\$ -
135	Total Salaries - Accountant	\$ 176,302	\$ 189,159	\$ 12,857
135	Total Other Expenses- Accountant	\$ 5,150	\$ 5,288	\$ 138
135	Total Expenses - Accountant	\$ 181,452	\$ 194,446	\$ 12,994
				\$ -
141	Total Salaries - Assessor	\$ 172,180	\$ 168,041	\$ (4,139)
141	Total Other Expenses-Assessor	\$ 36,370	\$ 36,470	\$ 100
141	Total Expenses - Assessor	\$ 208,550	\$ 204,511	\$ (4,039)
				\$ -
145	Total Salaries - Treasurer	\$ 207,485	\$ 212,720	\$ 5,235
145	Total Other Expenses-Treasurer	\$ 45,500	\$ 48,600	\$ 3,100
145	Total Expenses - Treasurer	\$ 252,985	\$ 261,320	\$ 8,335
				\$ -
151	Total Salaries - Legal	\$ -	\$ -	\$ -
151	Total Other Expenses-Legal	\$ 87,000	\$ 96,000	\$ 9,000
151	Total Expenses - Legal	\$ 87,000	\$ 96,000	\$ 9,000
				\$ -
155	Total Salaries - Data Processing	\$ -	\$ -	\$ -
155	Total Other - Data Processing	\$ 354,997	\$ 449,797	\$ 94,800
155	Total Expenses - Data Processing	\$ 354,997	\$ 449,797	\$ 94,800
				\$ -
156	Total Salaries - PEG Access	\$ 246,554	\$ 246,554	\$ -
156	Total Other - PEG Access	\$ 119,880	\$ 99,880	\$ (20,000)
156	Total Expenses - PEG Access	\$ 366,434	\$ 346,434	\$ (20,000)
				\$ -
158	Total Salaries - Tax Title	\$ -	\$ -	\$ -
158	Total Other - Tax Title	\$ 5,700	\$ 5,700	\$ -
158	Total Expenses - Tax Title	\$ 5,700	\$ 5,700	\$ -
				\$ -
161	Total Salaries - Town Clerk	\$ 122,731	\$ 134,532	\$ 11,801
161	Total Other Expenses-Town Clerk	\$ 15,550	\$ 15,550	\$ -
161	Total Expenses - Town Clerk	\$ 138,281	\$ 150,082	\$ 11,801

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs</u> <u>FY2024</u>
				\$ -
162	Total Salaries - Elect & Regist..	\$ 935	\$ 935	\$ -
162	Total Other Elect & Regist..	\$ 2,000	\$ 6,000	\$ 4,000
162	Total Expenses - Elect & Regist..	\$ 2,935	\$ 6,935	\$ 4,000
				\$ -
163	Total Salaries - Election	\$ 8,000	\$ 18,200	\$ 10,200
163	Total Other - Election	\$ 12,500	\$ 12,500	\$ -
163	Total Expenses - Election	\$ 20,500	\$ 30,700	\$ 10,200
				\$ -
192	Total Salaries - Facilities	\$ 99,508	\$ 104,269	\$ 4,761
192	Total Other - Facilities	\$ 328,000	\$ 414,400	\$ 86,400
192	Total Expenses - Facilities	\$ 427,508	\$ 518,669	\$ 91,161
				\$ -
195	Total Salaries - Town Reports Printing	\$ -	\$ -	\$ -
195	Total Other - Town Reports Printing	\$ 10,500	\$ 10,500	\$ -
195	Total Expenses - Town Reports Printing	\$ 10,500	\$ 10,500	\$ -
				\$ -
500	Total Salaries - Municipal Services	\$ 341,056	\$ 347,405	\$ 6,349
500	Total Other - Municipal Services	\$ 43,500	\$ 54,487	\$ 10,987
500	Total Expenses - Municipal Services	\$ 384,556	\$ 401,892	\$ 17,336
				\$ -
541	Total Salaries - Council on Aging	\$ 130,771	\$ 132,977	\$ 2,206
541	Total Other - Council on Aging	\$ 37,950	\$ 37,950	\$ -
541	Total Expenses - Council on Aging	\$ 168,721	\$ 170,927	\$ 2,206
				\$ -
543	Total Salaries - Veterans	\$ 10,084	\$ 10,284	\$ 200
543	Total Other - Veterans	\$ 41,500	\$ 21,500	\$ (20,000)
543	Total Expenses - Veterans	\$ 51,584	\$ 31,784	\$ (19,800)
				\$ -
930	Total Salaries - Capital Projects	\$ -	\$ -	\$ -
930	Total Other - Capital Projects	\$ 46,000		\$ (46,000)
930	Total Expenses - Capital Projects	\$ 46,000	\$ -	\$ (46,000)
				\$ -
945	Total Salaries - Liability Insurance Premiums	\$ -	\$ -	\$ -
945	Total Other - Liability Insurance Premiums	\$ 549,287	\$ 570,767	\$ 21,480
945	Total Expenses - Liability Insurance Premiums	\$ 549,287	\$ 570,767	\$ 21,480
				\$ -
955	Total Salaries - Town Audit	\$ -	\$ -	\$ -
955	Total Other - Town Audit	\$ 38,000	\$ 38,000	\$ -
955	Total Expenses - Town Audit	\$ 38,000	\$ 38,000	\$ -

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs</u> <u>FY2024</u>
				\$ -
	Total Salaries - General Government	\$ 2,056,081	\$ 1,991,014	\$ (65,067)
	Total Other - General Government	\$ 1,824,208	\$ 1,968,601	\$ 144,393
	Total Expenses - General Government	\$ 3,880,289	\$ 3,959,615	\$ 79,326
				\$ -
210	Total Salaries - Police	\$ 2,714,233	\$ 2,669,951	\$ (44,282)
210	Total Other - Police	\$ 214,372	\$ 230,400	\$ 16,028
210	Total Expenses - Police	\$ 2,928,605	\$ 2,900,351	\$ (28,254)
				\$ -
220	Total Salaries - Fire	\$ 2,126,963	\$ 2,176,935	\$ 49,972
220	Total Other - Fire	\$ 197,850	\$ 208,810	\$ 10,960
220	Total Expenses - Fire	\$ 2,324,813	\$ 2,385,745	\$ 60,932
				\$ -
				\$ -
	Total Salaries - Public Safety	\$ 4,841,196	\$ 4,846,885	\$ 5,689
	Total Other - Public Safety	\$ 412,222	\$ 439,210	\$ 26,988
	Total Expenses - Public Safety	\$ 5,253,418	\$ 5,286,095	\$ 32,677
				\$ -
300	Total Salaries - Education	\$ 16,654,757	\$ 22,229,735	\$ 5,574,978
300	Total Other - Education	\$ 5,011,651		\$ (5,011,651)
300	Total Expenses - Education	\$ 21,666,408	\$ 22,229,735	\$ 563,327
				\$ -
310	Total Salaries - Assabet Valley Assessment	\$ -	\$ -	\$ -
310	Total Other- Assabet Valley Assessment	\$ 1,190,983	\$ 1,269,349	\$ 78,366
310	Total Expenses- Assabet Valley Assessment	\$ 1,190,983	\$ 1,269,349	\$ 78,366
				\$ -
	Total Salaries - Education	\$ 16,654,757	\$ 22,229,735	\$ 5,574,978
	Total Other - Education	\$ 6,202,634	\$ 1,269,349	\$ (4,933,285)
	Total Expenses - Education	\$ 22,857,391	\$ 23,499,084	\$ 641,693
				\$ -
421	Total Salaries - DPW Administration	\$ 181,786	\$ 212,513	\$ 30,727
421	Total Other - DPW Administration	\$ 145,600	\$ 155,600	\$ 10,000
421	Total Expenses - DPW Administration	\$ 327,386	\$ 368,113	\$ 40,727
				\$ -
422	Total Salaries - Construction and Maint.	\$ 447,884	\$ 472,275	\$ 24,391
422	Total Other - Construction and Maint.	\$ 1,268,750	\$ 347,050	\$ (921,700)
422	Total Expenses - Construction and Maint.	\$ 1,716,634	\$ 819,325	\$ (897,309)
				\$ -
423	Total Salaries - Snow and Ice	\$ 85,000	\$ 85,000	\$ -
423	Total Other - Snow and Ice	\$ 32,000	\$ 32,000	\$ -

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs FY2024</u>
423	Total Salaries - Snow and Ice	\$ 117,000	\$ 117,000	\$ -
				\$ -
491	Total Salaries - Cemetery	\$ 197,743	\$ 213,152	\$ 15,409
491	Total Other - Cemetery	\$ 145,900	\$ 139,550	\$ (6,351)
491	Total Expenses - Cemetery	\$ 343,643	\$ 352,701	\$ 9,058
	Total Salaries - Solid Waste			
	Total Other - Solid Waste		\$ 922,700	
	Total Expenses - Solid Waste	\$ -	\$ 922,700	\$ -
	Total Salaries - Public Works	\$ 912,413	\$ 982,939	\$ 70,526
	Total Other - Public Works	\$ 1,592,250	\$ 1,596,900	\$ 4,650
	Total Expenses - Public Works	\$ 2,504,663	\$ 2,579,839	\$ 75,176
				\$ -
610	Total Salaries - Library	\$ 531,700	\$ 519,298	\$ (12,402)
610	Total Other - Library	\$ 74,050	\$ 79,050	\$ 5,000
610	Total Expenses - Library	\$ 605,750	\$ 598,348	\$ (7,402)
				\$ -
612	Total Salaries - Roosevelt Building	\$ -	\$ -	\$ -
612	Total Other - Roosevelt Building	\$ 33,000	\$ 42,000	\$ 9,000
612	Total Salaries - Roosevelt Building	\$ 33,000	\$ 42,000	\$ 9,000
				\$ -
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	\$ 531,700	\$ 519,298	\$ (12,402)
	Total Other- Culture & Recreation	\$ 109,050	\$ 123,050	\$ 14,000
	Total Expenses - Culture & Recreation	\$ 640,750	\$ 642,348	\$ 1,598
				\$ -
710	Total Salaries - Principal Long Term Debt	\$ -	\$ -	\$ -
710	Total Other - Principal Long Term Debt	\$ 2,802,100	\$ 1,892,100	\$ (910,000)
710	Total Expenses - Principal Long Term Debt	\$ 2,802,100	\$ 1,892,100	\$ (910,000)
				\$ -
751	Total Salaries - Interest Long Term Debt	\$ -	\$ -	\$ -
751	Total Other - Interest Long Term Debt	\$ 885,527	\$ 776,789	\$ (108,739)
751	Total Expenses - Interest Long Term Debt	\$ 885,527	\$ 776,789	\$ (108,739)
				\$ -
752	Total Salaries - Interest Short Term Notes	\$ -	\$ -	\$ -
752	Total Other - Interest Short Term Notes	\$ 57,000	\$ 10,000	\$ (47,000)

	<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs FY2024</u>
752	Total Expenses - Interest Short Term Notes	\$ 57,000	\$ 10,000	\$ (47,000)
				\$ -
	Total Salaries - Debt Service	\$ -	\$ -	\$ -
	Total Other - Debt Service	\$ 3,744,627	\$ 2,678,889	\$ (1,065,739)
	Total Expenses - Debt Service	\$ 3,744,627	\$ 2,678,889	\$ (1,065,739)
				\$ -
910	Total Salaries - Ret Sys Pension Contrib.	\$ -	\$ -	\$ -
910	Total Other - Ret Sys Pension Contrib.	\$ 2,840,220	\$ 3,014,372	\$ 174,152
910	Total Expenses - Ret Sys Pension Contrib.	\$ 2,840,220	\$ 3,014,372	\$ 174,152
				\$ -
913	Total Salaries - Unemployment Compens.	\$ -	\$ -	\$ -
913	Total Other - Unemployment Compens.	\$ 48,000	\$ 40,000	\$ (8,000)
913	Total Expenses - Unemployment Compens.	\$ 48,000	\$ 40,000	\$ (8,000)
				\$ -
914	Total Salaries - Health Insurance	\$ -	\$ -	\$ -
914	Total Other - Health Insurance	\$ 5,890,250	\$ 6,295,469	\$ 405,219
914	Total Expenses - Health Insurance	\$ 5,890,250	\$ 6,295,469	\$ 405,219
				\$ -
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	\$ 364,620	\$ 375,559	\$ 10,939
916	Total Expenses - Medicare	\$ 364,620	\$ 375,559	\$ 10,939
				\$ -
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -
	Total Other- Employee Benefits	\$ 9,153,590	\$ 9,735,900	\$ 582,309
	Total Expenses- Employee Benefits	\$ 9,153,590	\$ 9,735,900	\$ 582,309
				\$ -
132	Reserve Fund - Original Budget	\$ 250,000	\$ 250,000	\$ -
				\$ -
	<u>SALARIES</u>			\$ -
	General Government	\$ 1,809,527	\$ 1,744,460	\$ (65,067)
	Public Safety	\$ 4,841,196	\$ 4,846,885	\$ 5,689
	Public Works	\$ 912,413	\$ 982,939	\$ 70,526
	Cultural & Recreation	\$ 531,700	\$ 519,298	\$ (12,402)
	Education - Maynard	\$ 16,654,757	\$ 22,229,735	\$ 5,574,978
	Education - Assabet	\$ -	\$ -	\$ -
	Employee Benefits	\$ -	\$ -	\$ -
	Debt Service	\$ -	\$ -	\$ -

<u>ACCOUNT NAME</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2023 vs FY2024</u>
Reserve Fund	\$ -	\$ -	\$ -
Peg Access	\$ 246,554	\$ 246,554	\$ -
TOTAL SALARIES	\$ 24,996,147	\$ 30,569,871	\$ 5,573,724
			\$ -
<u>OTHER EXPENSES</u>			\$ -
General Government	\$ 1,704,328	\$ 1,868,721	\$ 164,393
Public Safety	\$ 412,222	\$ 439,210	\$ 26,988
Public Works	\$ 1,592,250	\$ 1,596,900	\$ 4,650
Cultural & Recreation	\$ 109,050	\$ 123,050	\$ 14,000
Education - Maynard	\$ 5,011,651	\$ -	\$ (5,011,651)
Education - Assabet	\$ 1,190,983	\$ 1,269,349	\$ 78,366
Employee Benefits	\$ 9,153,590	\$ 9,735,900	\$ 582,309
Debt Service	\$ 3,744,627	\$ 2,678,889	\$ (1,065,739)
Reserve Fund	\$ 250,000	\$ 250,000	\$ -
Peg Access	\$ 119,880	\$ 99,880	\$ (20,000)
TOTAL OTHER EXPENSES	\$ 23,288,581	\$ 18,061,898	\$ (5,226,684)
			\$ -
<u>TOTAL EXPENSES</u>			\$ -
General Government	\$ 3,513,855	\$ 3,613,181	\$ 99,326
Public Safety	\$ 5,253,418	\$ 5,286,095	\$ 32,677
Public Works	\$ 2,504,663	\$ 2,579,839	\$ 75,176
Cultural & Recreation	\$ 640,750	\$ 642,348	\$ 1,598
Education - Maynard	\$ 21,666,408	\$ 22,229,735	\$ 563,327
Education - Assabet	\$ 1,190,983	\$ 1,269,349	\$ 78,366
Employee Benefits	\$ 9,153,590	\$ 9,735,900	\$ 582,309
Debt Service	\$ 3,744,627	\$ 2,678,889	\$ (1,065,739)
Reserve Fund	\$ 250,000	\$ 250,000	\$ -
Peg Access	\$ 366,434	\$ 346,434	\$ (20,000)
TOTAL EXPENSES MAYNARD	\$ 48,284,728	\$ 48,631,769	\$ 347,041

	FY23	FY24
<u>REAL ESTATE REVENUES</u>		
Prior Year Levy Limit	33,668,813	\$ 34,986,734
Proposition 2.5% Increase	841,720	\$ 874,668
amended new growth		
New Growth (Estimate)	300,000	\$ 250,000
	34,810,533	\$ 36,111,402
Debt Exclusions	2,647,495	\$ 2,537,106
Debt Exclusions - Fire Station		

	FY23		FY24
	-		
TOTAL TAX REVENUE	37,458,028	\$	38,648,508
Education - Chapter 70	5,554,961	\$	5,663,218
Education - Charter School Reimbursement	370,652	\$	186,107
Less: Assessments Charter School	(1,516,872)	\$	(1,463,169)
Less: Assessments School Choice	(355,396)	\$	(254,463)
	(15,390)	\$	(958)
General Government	1,857,572	\$	1,895,024
Less: Assessments General Government	(106,456)	\$	(110,779)
School Construction Reimbursement	897,660		
		\$	-
NET LOCAL AID	6,686,731	\$	5,914,980
TOTAL LOCAL RECEIPTS	3,056,000	\$	3,215,380
TOTAL BOND PREMIUM REIMBURSEMENT	23,973	\$	21,550
TOTAL TRANSFERS FROM OTHER FUNDS	1,199,996	\$	1,071,351
Overlay Surplus	100,000		
TOTAL GENERAL FUND REVENUE	\$ 48,524,728	\$	48,871,769

Appendix B: Salary Administration Plan and Salary Table

Salary Administration Plan Town of Maynard

This plan shall become effective on **April 21, 2023.**

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 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 with Pay

1. 80 hours of vacation with pay shall be granted to all full-time employees upon hire, pro-rated from date of hire through June 30th. Thereafter, all vacation will be granted on July 1st and must be taken by the subsequent June 30. A maximum of one week can be carried over, subject to Town Administrator approval.
2. 120 hours of vacation with pay shall be granted to all full-time employees on July 1st of the fiscal year in which the employee will reach their fifth anniversary with the Town.
3. 160 hours of vacation with pay shall be granted to all full-time employees on July 1st of the fiscal year in which the employee will reach their tenth anniversary with the Town.
4. 200 hours of vacation with pay shall be granted to all full-time employees on July 1st 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 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 vacations 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 30th of the ensuing fiscal year, subject to Town Administrator approval.

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, 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 he/she is 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. Buy-back of sick time is not permitted under the Salary Admin Plan.

E. Leaves of Absence

An unpaid leave may be granted an employee for a reasonable period of time with approval of the Select Board with the recommendation of the Town Administrator.

F. Insurance Benefits

As permitted under Chapter 32B General Laws of the Commonwealth of Massachusetts.

G. Retirement Benefits

As Permitted under the Contributory Retirement Law.

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.

Appendix B: Salary Table

	<i>Minimum</i>	<i>Maximum</i>
Full-Time Employees	\$20.00	\$ 45.00
Part-Time Employees (no less than MA minimum w	\$15.00	\$ 40.00
Part-Time Specialized (i.e., certified/licensed)	\$20.00	\$ 50.00
Veterans' Agent	Annually	\$10,489.31
Inspector of Animals	Annual Stipend	\$ 105.00
Registrar of Voters	Annual Stipend	\$ 105.00
Clerk, Registrar of Voters	Annual Stipend	\$ 515.00
Moderator	Annual Stipend	\$ 75.00

Special Town Meeting, October 10, 2023

At the Special Town Meeting duly called and held at the Fowler School Auditorium, 3 Tiger Drive, on Tuesday, October 10, 2023 at 7:00 PM the following ARTICLES were voted on in a legal manner. There was a quorum present (75 Voters = quorum); **784** voters were present and 31 guests were present.

The Town Moderator, Richard “Dick” Downey, called the meeting to order at 7:55 pm.

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

MOTION PASSED UNANIMOUSLY.

ARTICLE: 1 ZONING BY-LAW UPDATE – NEIGHBORHOOD BUSINESS OVERLAY DISTRICT (NBOD)

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

- 1. AMEND SECTION 9.3.7, “USES PERMITTED BY SPECIAL PERMIT OF THE PLANNING BOARD.”** By adding to section 9.3.7 the use “Kennel, Commercial” to the list of uses allowed by Special Permit of the Planning Board within the Neighborhood Business Overlay District provided all services offered are contained indoors and that no activities associated with the operation occur on the exterior of the business location, so as to allow such use in the NBOD located at 129 Parker Street, the Concept Plan for which was approved by Special Town Meeting on October 5, 2016. The proposed new text is underlined below:

Adult Day Care
Assisted Living Residence
Brewery with Ancillary Service
Continuing Care Retirement Community
“Drive-Thru” or “Drive-Up” Uses, provided that the Planning Board shall not issue Special Permits allowing more than two (2) “drive-thru” or “drive up” “fast food restaurant” uses and no more than four “drive-thru” or “drive up” uses in total to be operative within an NBOD at any one time.
Emerging Energy Technology Establishment
“Fast Food” Restaurant
Independent Living Facility
Kennel, Commercial, provided all services offered are contained indoors and that no activities associated with the operation occur on the exterior of the business location.
Multi-family Dwelling
Mixed use with 5 or more dwelling units
Nursing and Convalescent Home
Parking Structures
Uses and structures customarily incidental to any permitted principal use.
Veterinary Hospital

2. **AMEND SECTION 9.3.8 TABLE “G” “NBOD DIMENSIONAL REQUIREMENTS”** to add “Kennel, Commercial” to the list of Principal Uses with a “Maximum Gross Floor Area of 7,500 SF” so as to provide for such use in the NBOD located at 129 Parker Street, the Concept Plan for which was approved by Special Town Meeting on October 5, 2016. The proposed new text is underlined below:

TABLE G: NBOD DIMENSIONAL REQUIREMENTS

Principal Use	Maximum Gross Floor* Area
<u>Kennel, Commercial</u>	<u>7,500 SF*</u>

* Consistent with Section 4.1.5 of the Zoning By-law, the maximum gross floor area for any single retail entity (other than a Supermarket) in any building shall be limited to a maximum size of 65,000 square feet.

To do or act thereon.

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

Comments: (Sponsor) The use of a Commercial Kennel is intended to provide a desirable service for residents. By requiring a Special Permit, a site-specific public hearing will be conducted prior to an establishment opening. The category will require all aspects of the business to be located indoors.

Comments: (Finance Committee) This article amends the Zoning Bylaw to allow indoor commercial kennels in the Neighborhood Business Overlay District by Special Permit (a process that requires a public hearing before approval). This update could potentially bring commercial business to support Maynard residents.

Chris Arsenault made a short presentation on this Zoning By-Law Amendment.

Steven Wagner, 13 Charles Street, asked what “kennel” means. He asked about it being solely indoors and asked about cats being permitted.

Chris Arsenault answered that cats would not be allowed.

Bill Nemser, Planning Director, agreed that cats would not be allowed unless specifically mentioned in the by-law.

MOTION MADE: Mr. Chris Arsenault 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 671-YES / 44-NO

ARTICLE: 2 TRANSFER FROM CAPITAL STABILIZATION FOR HVAC SYSTEM AT THE FOWLER SCHOOL

To see if the town will transfer from Capital Stabilization a sum of \$250,000 towards the emergency repairs and improvement to HVAC systems within Maynard Public Schools.

To do or act thereon.

SPONSORED BY: School Committee
APPROPRIATION: \$250,000.00
FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The Maynard Public Schools (MPS) regularly maintains its facilities at all three school buildings. Upon inspection of one of the McQuay HVAC rooftop units at the Fowler School, it was observed to no longer be fully functioning and was determined to be unrepairable.

Fowler Auditorium's McQuay HVAC unit is a 2 stage unit, meaning there are two compressors that heat and cool. The first stage, a compressor that cools, is unrepairable. The heating side of this unit works intermittently. However, parts are no longer available to repair this unit. The approximate cost for replacement is \$213,000. In addition to supporting the educational needs of Maynard Public Schools, Fowler's Auditorium is a designated shelter for the Town of Maynard, utilized as a space to hold town meetings, and is a designated polling center during elections. Urgent replacement is recommended.

The additional \$37,000 requested is for the unanticipated but necessary repairs of another HVAC unit that is still repairable. This particular unit supports school counseling offices, nurse offices, and other administrative and educational spaces.

The average lifespan for commercial HVAC units is approximately 20 years. Fowler's units are 23 years old. Our MPS Director of Facilities provides ongoing training to designated custodians for the routine cleaning and service needs required of school HVAC systems. Routine scheduled maintenance for all HVAC units occurs each Spring and Fall.

These capital expenses are deemed unforeseen, unanticipated, and unable to be absorbed within the School Department Operating Budget. The necessary HVAC repairs have been reviewed by our Town Administrator and Maynard's DPW Director, all of whom have been involved with the repair discussions and support the action plan being recommended by the MPS Director of Facilities.

Maynard's Capital Stabilization Account is the funding source deemed most appropriate to utilize for these capital expenses and was recommended by our Town Administrator for use by the School Department for these repairs.

Comments: (Finance Committee) This article is to address emergency repairs in HVAC system at Fowler School Auditorium. This HVAC unit supplies heating and cooling and has reached its end of life and cannot be repaired. This HVAC system is critical to the function of the Fowler School Auditorium which is used for educational purposes and as an emergency Town center. Stabilization funds are often used for emergencies or unforeseen expenses. The Town Administrator, School Committee, FinCom, and Select Board recommend using Capital Stabilization Funds for this expense. If this article passes it would deplete

\$250,000 from the Capital Stabilization Fund, leaving approximately \$158,000 remaining in this account for other Capital needs.

There was no discussion on this Article.

MOTION MADE: Natasha Rivera 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 WITH A VOTE OF 715-YES / 16-NO

**ARTICLE: 3 BORROWING AUTHORIZATION THROUGH DEBT EXCLUSION: NEW
GREEN MEADOW ELEMENTARY SCHOOL BUILDING**

To see if the Town of Maynard will vote to appropriate, borrow or transfer from available funds, \$83,600,000, or any other sum, to be expended under the direction of the Green Meadow Elementary School Building Committee, for the purpose of paying costs of designing, constructing, and equipping a new construction project at the Green Meadow Elementary School, including the payment of all costs incidental or related thereto (the “Project”), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”). The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of

- (1) Fifty-eight and seventy-six hundredths percent (58.76%) of eligible, approved project costs, as determined by the MSBA, or
- (2) the total maximum grant amount determined by the MSBA;

provided, however, that the approval of the Town’s borrowing under this article shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½),

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$83,600,000.00
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) The Green Meadow School Building Committee (SBC) unanimously recommends the passage of Article 3 for the appropriation of such funds to replace the existing Green Meadow Elementary School (GM). Built 68 years ago, the building does not meet the Department of Elementary and Secondary Education (DESE) requirements, nor the Massachusetts School Building Authority (MSBA) space guidelines, and it cannot support the needs of a 21st-century school. The building does not meet most of the current building codes, safety design standards, and it is not in compliance with the Massachusetts Architectural Access Board regulations

and the Americans with Disabilities Act (ADA). Almost every building system in GM is beyond its useful life and in poor condition, which was made clear when MSBA identified the GM School as one of the 11 schools in the worst condition out of 1,751 public schools in the state by inviting it into its “Core Program.” The building has no air conditioning, which just recently forced the district to temporarily close the school last season and release children early, two days this season. Portable electric space heaters are needed to keep the students warm in the winter, and loud fans must be used to try and keep them cool in the warmer months. Several student spaces have no natural light, while others have too much and overheat. The new school will be fully accessible, welcoming, inclusive, air conditioned, extremely energy efficient with no fossil fuels used on site (except for emergency power), and the building and grounds will provide resources and amenities for the entire community. If this vote passes, Maynard will receive approximately 35% of total dollars spent in state grant funds, and potentially millions more in energy rebates and incentives. If the vote fails, Maynard will lose the state grant funds and energy rebates and incentives, and we will still need to invest \$40 million or more of Maynard taxpayer dollars to perform a minimum level of repair to the GM School, and still will not fully meet all our District’s and DESE’s needs/requirements.

Comments: (Finance Committee) The Green Meadow Elementary School is at a crossroads between either extensive renovations or a new building to meet Town’s children education needs. The Town cost of renovating the current building is estimated to be approximately \$40M, where a new building is approximately \$54M. There is no zero-cost option. One of these options must be pursued to fulfill the needs of the Town and meet legal obligations. It is FinCom’s opinion that building a new school has numerous benefits, including potential natural resource (like water/energy) and operational cost savings and warrant the cost to Town taxpayers. In addition, new construction that are updated to suit the changing education needs will provide numerous educational benefits that a renovation will not be able to fulfill.

Bill Downing, 116 Summer Street, mentioned the beautiful design of the new school. He felt that \$84 million dollars was a breathtaking amount of money. He broke down the price into square feet. He asked about the grant from the state and the amount of money this Article is voting for. He mentioned the failure of maintenance on the current school. He mentioned the budget issues in the town currently.

Glenn Koenig, 10 Charles Street, mentioned the interest on this money and the amount that will actually be paid after the 30 years. He asked why there are no other options other than “yes” or “no”. He mentioned the rise of school department budgets.

Bill Ryan, 18 Vernon Street, has worked in public schools. He is in favor of building the new school. He added that communities are known by the schools that they keep.

Anthony Midey, 15 Sunset Road, spoke as a citizen member of the Green Meadow Building Committee, and addressed the previous concerns. He assured that the MSBA (Massachusetts School Building Authority) WILL be covering their portion of this project once Maynard passes the vote. He added that there was more than one option. The committee looked at seven other options. This was the best option.

Ann Pratt, 52 Thompson Street, feels that there were only 2 choices is inappropriate. There are minutes posted by the Green Meadow Building Committee and there have been many options for residents to participate in the process.

Josh Morse, 53 Powder Mill Road, pointed out public construction costs. Please google MSBA website and the costs are posted. He added that most communities have either chosen a gut renovation or new construction and not the repair option.

Cavan Stone, 17 Rice Road, spoke on the fact that all branches of government in Maynard has reviewed this project and recommends it.

Domenik Ackerman, 26 McKinley Street, thanked all that assisted in putting this project together. He asked about the maintenance plan.

Brian Haas, Superintendent of Schools, replied that the maintenance plan is not complete at the moment for a school that is not built yet. The MSBA approves the plan that is in place for the current building.

Gerry Culbert, Green Meadow Building Committee, added that the maintenance plan is under the requirements of the MSBA.

Edward Mullin, 5 Nancy Circle, stated that the educational piece is obvious and the reimbursement is a no-brainer. He spoke on school buildings in neighboring communities. He is in support of this project.

Natasha Rivera, 9 Turner Road, spoke on the safety of the buildings. She would rather not displace students and staff into trailers if we chose to repair. She spoke on the quality of retention of great teaching staff.

Kiersten Hickey, 40 Parker Street, asked if the proposal included the landscaping cost and the demolition of the old school.

Phil Palumbo, project manager, answered that the landscaping is included in the project. The demolition of the existing school would be in early 2026. Finish off site work in 2027.

Tiana Chase, 30 Acton Street, spoke on the excitement of the school children. There are many issues with the current school.

Carmen Downey, 116 Summer Street, stated that she is not against the project, just the price. She felt the price tag was way too high for this school. She felt this is too expensive for Maynard.

Rebecca Silver, 9 Roosevelt Street, asked the Moderator to move the question.

Dick Downey, Moderator, stated that there was far too much discussion needed and would not move the question.

Lois Riley, 1 Chandler Street, spoke on the conditions of the current school as an employee of the school.

Steven Wagner, 13 Charles Street, spoke on his perspective as a 25-year teacher. His sons attended all Maynard schools. He added that there were many informational opportunities regarding this project. He spoke on the project and how we will lose our place in line for the reimbursement if we lose this chance.

Walter Richardson, 108 Great Road, has no children, yet supports this project. He added that wise men plant trees they will never sit under.

Roberto Campbell, 9 Percival Street, thanked everyone who was involved in this project. He would like to hold the elected officials accountable.

Gerry Culbert, Green Meadow Building Committee, added that, assuming this vote passes, we will enter the design phase and there will be open meetings and public forums, etc.

Lee Eyler, 32 Great Road, is in favor of this project. She asked if there was any information on when this increase would hit the property tax bills.

Greg Johnson, Town Administrator, replied January of 2025.

MOTION MADE: Mr. Chris 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 695-YES / 67-NO

ARTICLE: 4 CITIZEN’S PETITION: APPROPRIATING FREE CASH FOR MAYNARD SENIOR CENTER

To see if the Town will vote to appropriate from free cash the sum of up to \$120,000 per year, beginning with FY24, for a minimum of five (5) years, to provide a leased facility appropriate for an expanded and more accessible Maynard Senior Center.

To do or act thereon.

SPONSORED BY:	Citizens’ Petition
APPROPRIATION:	\$120,000.00
FINCOM RECOMMENDATION:	Does Not Recommend

Comments: (Sponsor) The Maynard Senior Center provides valuable services and programs for the senior residents of our town. However, the present facility is inadequate for even the current needs of a senior population, the fastest growing segment in our community. We are therefore asking the Town to allocate from free cash up to \$120,000 per fiscal year for a minimum of five (5) years to lease a larger space, allowing the relocation of the senior center to meet growing program demand. This will greatly improve the quality of life and well-being of our senior community.

Housed at the rear of the town-owned Maynard Golf Course clubhouse, our current senior center is too small for the 3,000 seniors (age 60+) in town, who number almost one-third of the town’s population. Lack of space in the senior center leads to an inability to provide concurrent programs or services, such as exercise sessions, educational and recreational programs, crafts, social activities, and meals. Private counseling space is not available for confidential discussions between COA staff and senior residents. Personal counseling services are a critical component of the COA program, providing aid and services for financial, health, insurance, tax, and other personal needs and issues.

Per recent guidance from the Finance Committee: a lease is the best and most sustainable way the town can meet the need for a larger senior center. Leasing can provide an adequate space without the need for a large capital outlay. Leasing makes the most fiscal sense; there is no need for maintenance, upkeep, or custodial services. It is a model that has proven very successful for the town of Acton.

The Town of Maynard’s Master Plan of 2020, in the Public Facilities and Services portion of the report, recommended in Goal PFS5 to “support expanded services for the Town’s senior population and provide the appropriate facilities to accommodate them”. The Town has committed to certain goals that mirror the needs of the Maynard community. Thus, we urge the Town to take timely action to fulfill these promises. This is a reasonable request, as we are only asking the Town to act on a targeted need that was identified and acknowledged many years ago.

Comments: (Finance Committee) FinCom appreciates the spirit of this article and the desire for a new senior center. FinCom does not recommend this article as written because of the associated uncertainty and the anticipated challenges for the Town to comply with this article. The phrase “up to \$120,000” does not contain a certain sum as required. Free Cash varies year-to-year and is unknown until DOR certification, so this funding source is not definite and difficult to anticipate for the next five years.

Jack McKeon, Maynard Senior Citizens Focus Group, made a presentation.

Josh Morse, 53 Powder Mill Road, spoke on his support and the importance of senior center programs.

Jan Jones, 26 Nick Lane, asked about the Council of Aging support of this Article.

Mary Ann Shields, 2 Louise Street, replied that the Council of Aging has been considering options for years. The plan of action for the Council of Aging will be posted on their website in the coming weeks.

Sara Matias, 21 Walnut Street, spoke on her mother’s usage of the senior center, and how improvements need to be made.

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

MOTION WAS SECONDED.

MOTION PASSED, UNANIMOUSLY WITH A SHOW OF HANDS

ARTICLE: 5 AMEND THE TOWN GENERAL FUND BUDGET FISCAL YEAR 2024

To see if the town will vote to amend the FY2024 Budget by amending the following line items as noted:

	Amount to be	Amended
	Increased/(Decreased)	Total Budget
General Government	\$	\$ 3,613,180.00
Public Safety	\$ 26,878	\$ 5,312,973.00
Public Works	\$	\$ 2,579,839.00
Cultural & Recreation	\$ 5,000	\$ 647,348.00
Education – Assabet	\$	\$ 1,269,349.00
Education – Maynard	\$	\$ 22,229,735.00
Employee Benefits	\$	\$ 9,735,900.00

Debt Service	\$	\$ 2,678,889.00
Reserve Fund	\$	\$ 250,000.00
PEG Access	\$	\$ 346,434.00
	\$ 31,878	\$ 48,663,647.00

Total General Fund Expenses \$ 48,663,647.00

To do or act thereon.

SPONSORED BY: Select Board
 APPROPRIATION: \$31,878.00
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) The current Fiscal Year 2024 (FY24) budget was appropriated at the Annual Town Meeting in May 2023. The budget includes forecasted revenue from “local aid” provided by the state’s budget, “local receipts” from the town’s collections, namely meals and excise taxes, and “new growth” from increases to taxable property over the prior fiscal year. However, as of August 2023, more accurate reporting of both revenue and expenses requires amendments to the budget. An updated calculation of revenue is derived from local aid provided in the final version of the state’s budget totaling \$31,878.

This revenue is proposed to be appropriated in response to proposed accounting adjustments identified after the May 2023 Annual Town Meeting. The budget for hourly salary expenses of Library personnel (under “Culture & Recreation”) was miscalculated to begin FY24, necessitating a minor addition. Similarly, the salary expenses for projected overtime of Fire Department personnel was miscalculated to begin FY24. This article’s proposed funding amount does not match the full projection of overtime expenses in that department, however the Fire Department’s expense accounts will be monitored through the fiscal year in consideration of End of Year Transfers or Reserve Fund Transfers, both of which are standard practices for municipalities. The Department of Public Works (DPW) seeks adjustment to its staffing to allow for increased hiring in its Cemetery Division. There are two long time vacancies in the Highway Division of the DPW. This article proposes one of the vacancies in the Highway Division to remain unfilled, allowing for the funding of this position to be used to support critical hiring in the Cemetery Division. The Cemetery Division provides support to maintenance of grounds and functions in both cemetery and parks throughout town.

Comments (Finance Committee): This will amend the budget to account for an increase in net local aid of \$31,878. This article appropriates the funding as outlined in Sponsor’s Comments.

No discussion.

MOTION MADE: Mr. Jeffrey Swanberg 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 331-YES / 18-NO

The Moderator requested permission to vote Articles 6 and 7 as one secret ballot vote.

The request passed by a majority of hands.

ARTICLE: 6 PROPOSED ROADWAY EASEMENTS

To see if the town will vote to accept by gift, purchase, take by eminent domain or otherwise acquire an easement from the owners of 17 Riverview Ave Maynard, MA shown as “Proposed Roadway Easement B”, as laid out by the Select Board, as shown on a plan entitled “Plan of Land in Maynard, Massachusetts” prepared by VHB, Inc. 101 Walnut Street P.O. Box 9151 Watertown, MA 02471-9151 and dated March 3, 2023, a copy of which is on file in the office of the Town Clerk; and

an easement from the owners of 4 Heights Terrace Maynard, MA shown as “Proposed Roadway Easement A”, as laid out by the Select Board, as shown on a plan entitled “Plan of Land in Maynard, Massachusetts” prepared by VHB, Inc. 101 Walnut Street P.O. Box 9151 Watertown, MA 02471-9151 and dated March 3, 2023, a copy of which is on file in the office of the Town Clerk;

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) Easements are required to gain access and make improvements to privately owned properties for the public good. The Department of Public Works (DPW) seeks town acceptance of private ways and include those streets in the town’s Pavement Management Program (PMP) for planning considerations towards improvements or replacement of deteriorating, publicly-used roads. These easements would allow for the full execution of the planned improvements to the identified private ways that are proposed to be accepted by Town Meeting.

Comments: (Finance Committee) This article addresses obtaining easements on Heights Terrace as part of the process of making unaccepted roads into accepted roads. These easements are required to be able to pave and otherwise manage these roads.

Steven Wagner, 13 Charles Street, this neighborhood is hilly enough that walking is difficult in this area. These roads need to be treated properly.

Matthew Mannion, 4 Heights Terrace, spoke on the conditions of this road and it is in disrepair and dangerous. He also spoke on Chapter 90 funding.

Jennie Lwanyaga, 14 Allan Drive, stated that when she purchased their home they were not told the road was not accepted by the town. She supports this acceptance.

Glenn Koenig, 10 Charles Street, asked Justin Demarco how Chapter 90 funding would apply in this case as these are not state highways.

Justin DeMarco, Department of Public Works Director, answered that all roads are covered under Chapter 90 funding. The cost to repair these roads will be approximately \$174,000.

Adam Sherman, 5 Allan Drive, spoke on the bad condition of this road.

Addie Roberge, 1 Allan Drive, supports this Article and spoke on the poor condition of these roads.

Glenn Koenig, 10 Charles Street, asked for clarity on Chapter 90 funding.

Justin DeMarco explained how Chapter 90 funding works. We are looking to correct discretions of the past.

MOTION MADE: Ms. Justine St. John moved that the Town vote to approve Article 6 as printed in the Warrant, except the words “to do or act thereon”.

MOTION WAS SECONDED.

MOTION PASSED WITH A VOTE OF 277-YES / 3-NO

ARTICLE: 7 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) Beginning in 2021, the Department of Public Works (DPW) conducted and completed an exhaustive amount of research compiling, auditing, and confirming the Town of Maynard’s accepted roads that have been adopted by Town Meeting, compiling several years of research and data for accurate confirmation of approved accepted roads. This is referred to as the “Town of Maynard Accepted Streets” list, which also includes the state’s Department of Transportation (MassDOT) “Chapter 90” program accepted roadways. In summary, there are 174 “Accepted Streets” in the town of Maynard and 48 “Unaccepted Streets”.

In order for the Town to accept the 48 unaccepted streets, the Town would need to follow the formal procedures in accordance with Massachusetts General Law (MGL) for “Eminent Domain Taking and Acceptance of Roadways as Public Ways”. Currently, DPW believes that the Town does not have the adequate financial allocation or staffing resources to follow this procedure for all of the current 48 unaccepted streets. Instead, the DPW requested that the Select Board consider capturing these roadways in the Town’s Pavement Management Plan (PMP), allowing them to receive an analytical analysis, known as a Pavement Conditions Index (PCI rating), evaluating their roadway condition against all roadways in the Town of Maynard to inform the application of funding for roadway improvements and replacements. Utilizing this approach follows industry standards for roadway pavement management planning. As unaccepted roadways are included the PMP, we will request proceeding with the “Eminent Domain Taking and Acceptance of Roadways as Public Ways” process prior to subsequent Town Meetings for local vote of acceptance. This will allow for the inclusion of unaccepted roadways in our PMP in accordance with our current practice.

Exercising “eminent domain” to take public ownership of unaccepted roadways is the means to remediate the issues we continue to encounter with extreme deterioration on these well-traveled community roadways.

Comments: (Finance Committee) 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 services.

MOTION MADE: Ms. Justine 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 WITH A VOTE OF 277-YES / 3-NO

ARTICLE: 8 115 MAIN STREET ACCEPTANCE AND GRANT OF EASEMENTS

To see if the town will vote to authorize the Select Board to accept an easement from MacDonald Development, Inc., or its successors and assigns, to allow public access from Main Street to the Assabet River Rail Trail through the property known as 115 Main Street as more fully shown on a plan on file with the Town Clerk’s office and entitled “Promenade Easement” and further, to authorize the Select Board to grant an easement to MacDonald Development, Inc., or its successors and assigns, to allow egress into the Town Parking Lot adjacent to 115 Main Street as more fully set forth on the plan on file with the Town Clerk’s office and entitled “Access and Maintenance Easement” and to allow the planting and maintenance of landscaping along said entry as more fully depicted on the plan all of the foregoing consistent with the Development Agreement entered into by the Select Board, Planning Board and MacDonald Development, Inc.

To do or act thereon.

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

Comments: (Sponsor) The purpose of this article is to:

- a) Facilitate public access to the riverfront promenade to be constructed as part of the mixed-use project located at 115 Main St.
- b) Allow installation and maintenance in perpetuity of landscaping on town property by a private entity.

The plans for new mixed-use development within the Downtown Overlay District at 115 Main Street advances the objectives of both the town's Master Plan and Community Development Principles to activate the Assabet riverfront area. Already approved plans for this site include a Site Plan, Development Agreement, and Special Permit.

The easement granted to the town will provide public access to the river and create a connection between the Assabet River Rail Trail and Main Street, allowing increased pedestrian circulation through downtown.

The property's plans include directing traffic through the municipal lot, intending that vehicular impact on the Main Street and Walnut Street intersection will be reduced and the pedestrian environment in the vicinity of the project improved.

Passage of the article will benefit the town by providing a community amenity, enhancing the walkability between destinations, and improving the aesthetics of Downtown. The easement granted to the project developer will allow for continued beautification of municipal property without cost to the town.

Comments: (Finance Committee) This article addresses obtaining an easement for new construction at 115 Main Street to allow public access to the river promenade. The Town will grant the developer an easement to access the property in the current municipal parking lot in accordance with the Special Building Permit Plan.

No discussion.

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

MOTION WAS SECONDED.

MOTION PASSED WITH A VOTE OF 219-YES / 6-NO

ARTICLE: 9 INCREASE COLLECTOR DEMAND FEES

To see if the town will vote to charge for each written demand issued by the collector a fee of \$20.00 to be added to and collected as part of the tax, as authorized by M.G.L. c. 60, sec. 15, effective as of January 1, 2024.

To do or act thereon.

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

Comments: (Sponsor) A “demand fee” is imposed to compensate for administrative costs incurred in processing the collection of late payments in the Treasurer/Collector’s Office. The current fee of \$5.00 has been unchanged for more than 25 years. In addition to the costs associated with sending out “demand” bills for late payments, the town’s Treasurer/Collector’s Office further pursues collections with additional correspondence, auditing mailing addresses for accurate delivery of notification and billing, and initiating payment plans when necessary. When payments are late, the Treasurer/Collector’s Office uses considerable resources to collect the revenue due the Town in order to prevent further collection activity and associated fees.

Comments: (Finance Committee) This article updates the current fee from \$5 to \$20 for late fees on Town bills. This fee update will bring it in line with recommendations from the State and cover increasing administrative costs associated with late revenue collection.

No discussion.

MOTION MADE: Mr. Mike Stevens 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 BY A SHOW OF HANDS

A motion was made by David Gavin, 9 Cutting Drive, to dissolve the Special Town Meeting. The motion was passed unanimously and the meeting was dissolved at 10:25 pm.

MUNICIPAL OFFICIALS

Elected Town Officials:

(*Resigned **Deceased)

<u>Maynard Housing Authority</u>	<u>Term</u>	<u>Regional Vocational School Committee</u>	
vacant	State Appt.	Pamela Reiniger	2027
Richard Greenaway	2028	<u>Town Moderator</u>	
William N. Cranshaw	2025	Richard “Dick” Downey	2024
Judith C. Peterson	2026	<u>Trustees of the Public Library</u>	
Matthew Preys	2027	Sally Bubier	2024
<u>School Committee</u>		Peter Reed	2025
Elizabeth Albota	2024	Francis Wyman	2026
Hilary Griffiths	2024		
Maro Hogan	2025	<i>Appointed Town Officials:</i>	
Mary S. Brannelly	2026	(*Resigned **Deceased)	
Natasha Rivera	2026	<u>Affordable Housing Trust</u>	
<u>Selectmen</u>		John Courville	2024
Michael Stevens	2024	Rick Lefferts	2024
Justine L. St. John	2024	William Cranshaw	2025
Christopher J. DiSilva	2025	Donna Dodson	2025
David D. Gavin	2026		
Jeffrey Swanberg Jr.	2026		

David Gavin	2026	<u>Conservation Agent</u>	
<u>Americans with Disabilities Act Commission</u>		Julia Flanary	----
Brion Berghaus	2025		
Elijah Tucker	2025	<u>Conservation Commission</u>	
Gregory Johnson	----	Andrea Grossman	2025
Christopher Troiano	2024	<i>vacant</i>	----
Denise Shea	2023	Jeff Black	2025
		Christopher Collins	2025
<u>Animal Inspector</u>		M. John Dwyer	2026
Donna DeWallace	2023	Susan Erickson	2026
Jennifer A. Condon	2023	Sarah Measures	2025
Sarah Macone	2023	Steven Smith	2024
<u>Appeals, Board of</u>		<u>Constable</u>	
Leslie Bryant	2024	Joseph Topol	2024
Brad Schultz	2023	Mary McCue	2024
Jerry Culbert	2025	Michael Albanese	2025
John Courville	2025		
Paul Scheiner, Chair	2023	<u>Council on Aging</u>	
Page Czepiga	2024	Amy Loveless (Director)	Per Town Charter
<u>Assessor, Chief</u>		Peg Brown	2024
Richard Ladd	----	Diane Wasiuk	2024
<u>Assessors, Board of</u>		Janice Rosenberg	2025
Richard Ladd	----	Mary Mitzcavitch	2025
Sean M. DelRose	2024	Paul Guthrie	2024
Stephen Pomfret	2026	<u>Cultural Council</u>	
Brad Schultz	2026	Richard Pepin	2025
<u>Building Commissioner</u>		Greg Bokis	2024
Richard Asmann	----	Zannah Noe	2025
<u>Bylaw Committee</u>		Jenna Dargie	2024
Eugene Redner	2024	Nancy Krueger	2026
James Early	2024	Lisa Dunn	2024
<i>vacant</i>	----	Linda McConchie	2026
William Kohlman	2025	<u>Economic Development Committee</u>	
<u>Capital Planning Committee</u>		Sarah Cressy	2024
Doug Adler	2024	Chris Arsenault	2024
Ben Zauski	2026	State Rep. Kate Hogan	2024
Jon Larkin	2024	Armand Diarbekirian	2024
Lindsay McConchie	2025	Bill Nemser	2024
<u>Community Preservation Committee</u>		Lynda Thayer	2024
Jon Canchola	2024	Kathryn Cormier	2024
M. John Dwyer	2024	William Doyle	2024
Linde Ghery	2024	Andrew Moerlein	2024
Benjamin Zauski	2026	Richard Pepin	2024
Jon Larkin	2024	Mark Pescue	2024
William Cranshaw	2025	Sarah Pryputniewicz	2024
Lindsey McConchie	2025	Steven Smith	2024
Jonathan Bretz	2026	William Thornley	2024
		Mary Ajede Yves	2024
		<u>Emergency Management Director</u>	
		Angela Lawless	----

<u>Facilities Manager</u>			Julia Flanary	2024
Justine DeMarco	Per Town Charter		Michael Hatch	2024
			Bill Nemser	2024
<u>Assistant Facilities Manager</u>			Michael Noble	2024
Kyle Brainard	----		Priscilla Ryder	2024
<u>Finance Director</u>			Angela Lawless	2024
Laurie A. Plourde (res 3/2023)	----		Wayne White	2024
<u>Finance Committee</u>			<u>Health Agent</u>	
Katie Moore	2024		Ivan Kwagala	----
Cavan Stone	2025		<u>Health, Board of</u>	
Elliot Bruce	2025		Kathy McMillan	2024
Peter Campbell	2025		Jodi Larkin	2025
Khadijah Brown	2024		Lisa Thuot	2026
Jillian Prendergast	2026		<u>Historical Commission</u>	
Cavan Stone	2025		Ellen Duggan	2024
Nathan Wigfield	2026		Michaela Koller	2025
Danielle Ericks	2024		David Mark	2026
<u>Fire Chief</u>			Brion Berghaus	2025
Angela Lawless	----		John P. Courville	2026
<u>Fire Station Building Committee</u>			Lee EM Eyler	2024
Gregory Johnson	2024		Ann Gibson	2025
Angela Lawless	2024		Michael Koller	2025
<u>Gas Inspector</u>			Paul Lesage	2024
Adam Sahlberg	2023		<u>Local Emergency Planning Committee</u>	
<u>Green Meadow School Building</u>			Chief Michael Noble	2024
Mark James Anderson	2024		Chief Angela Lawless	2024
Mary S. Brannelly	2024		Stephanie Duggan	2024
Gerald Culbert	2024		Justin DeMarco	2024
Justin Demarco	2024		Gregory W. Johnson	2024
Christopher DiSilva	2024		Ivan Kwagala	2024
Jennifer Gaudet	2024		Christopher Troiano	2024
Charles Gobron	2024		<u>Master Plan Implementation Committee</u>	
Brian Haas	2024		Amy Loveless	2024
Matthew A. Johann	2024		Bill Nemser	2024
Gregory W. Johnson	2024		Mary Brannelly	2024
Nicholas G. Kane	2024		John Cramer	2024
Anthony J. Midey, Jr.	2024		Bryan Delaney	2024
Katie Moore	2024		Susan Erickson	2024
Robert Rouleau	2024		Julia Flanary	2024
Robert Savoie	2024		Jason Kreil	2024
Justin L. St. John	2024		Andrew Moerlein	2043
Wayne White	2024		<u>Metropolitan Area Planning Council</u>	
<u>Hazard Mitigation Plan Advisory Group</u>			Bill Nemser	2024
Wayne Amico	2024		<u>Planning Board</u>	
Richard Asmann	2024		William Cranshaw	2026
Justin Demarco	2024		Robert Brown	2024

Annette Garabedian	2025	Kevin Petersen	----
Christopher Arsenault	2026	<u>Town Administrator</u>	
Jim Coleman	2025	Gregory Johnson	----
Natalie Robert	2025	<u>Assistant Town Administrator</u>	----
<u>Plumbing Inspector</u>		Stephanie Duggan	
Adam Sahlberg	2024	<u>Town Clerk</u>	
<u>Police Chief</u>		Dianne M. Reardon	----
Michael Noble	----	<u>Town Planner</u>	
<u>Public Works Director</u>		Bill Nemser	----
Justin DeMarco	----	<u>Treasurer/Collector</u>	
<u>Recreation Commission</u>		Jennifer Welch	----
John Brennan	2025		
Thomas Hesbach	2025		
Denise Walsh	2024		
Daniel Nash	2025		
<u>Registrars of Voters</u>		<u>Tree Committee</u>	
Dianne M. Reardon	----	Leslie Bryant	2024
Anita Dolan	2026	Justin Demarco	2024
Charles T. Shea	2026	Lee EM Eyler	2024
Janice Jones	2026	Neil Pederson	2024
Robert Morel	2026	Daniel Schissler	2024
		Steven Smith	2024
<u>Retirement Board</u>		<u>Tree Warden</u>	
Christopher F. Connelly, Sr.	2025	Justin DeMarco	----
Patrick Hakey	2026	<u>Veterans Agent</u>	
Clifford Wilson	2024	Wayne Stanley	----
	Indef.	<u>Wiring Inspector</u>	
James Alexander	Indef.	Peter Morrison	2023
<u>Superintendent of Schools</u>			
Brian Haas	----		
<u>Town Accountant</u>			



View of Downtown Maynard on Main Street

BOARD OF REGISTRARS

Members

Dianne M. Reardon	Town Clerk
Anita Dolan	Member
Janice Jones	Member
Robert Morel	Member
Charles T. Shea	Member

To the Citizens of Maynard:

The Board of Registrars herewith submit their Annual Report for the year ending December 31, 2023.

The Annual Listing of Residents was conducted beginning in December 2023, as prescribed by law, Chapter 51, Section 4, of the General Laws. The Census was completed by the end of April and Street Lists were available by the first of June.

The Board of Registrars held voter registration sessions prior to all Annual and Special Town Meetings and Elections.

At the close of 2023, the number of registered voters was as followed:

PRECINCTS

	<u>Total</u>
PRECINCT ONE	2150
PRECINCT TWO	1880
PRECINCT THREE	2552
PRECINCT FOUR	1945
TOTAL	8527

*Political Designation

The Board of Registrars would like to remind all the residents that 2024 is going to be a very busy election season and strongly encourages the residents of Maynard to register to vote. Your vote not only counts, but it's important!!!!

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

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

The Voter Registration process has become increasingly easy. A person may complete a mail-in voter registration form, stop by the Town Clerk's Office, or register online at the following link:

<https://www.sec.state.ma.us/OVR/>

The Board of Registrars would like to especially thank all of the Election workers who worked very long hours to make sure that the Elections and Town Meetings are up to compliance with the Election Laws.

Respectfully submitted,

Dianne M. Reardon
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.

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

DVSN- Domestic Violence Services Network

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

NEMLEC: The Maynard Police Department is also part of the North Eastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC is a law enforcement council, composed of a consortium of police departments in Middlesex and Essex Counties, and two County Sheriff's Departments. NEMLEC units are composed of highly trained and skilled officers from member agencies under the command of a police chief. These units are specifically trained in de-escalation tactics and techniques to create the best possible outcome in a tense and stressful situation.

They are a primary source of assistance and support and are available to member police chiefs who activate them in accordance with written protocol. The units are Motorcycle Unit, Regional Communications, Regional Response Team (RRT), School Threat Assessment and Response System (STARS), Special Weapons and Tactics (SWAT), Incident Management Team (IMT). When a large response is needed for incidents including, but not limited to a lost or missing child or elder, an agitated or violent person, high risk warrants, armed barricaded subjects, or any major incident requiring significantly more personnel or specifically trained personnel than the department has on staff, NEMLEC can be activated.

MAYNARD POLICE TOY DRIVE: The annual Maynard Police Toy Drive was 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 2,200 hours of training in 2023. 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 trainings 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 is fully accredited. Accreditation ensures the operational readiness of the Department. It also ensures that the Department's policies and procedures are consistent with best of modern professional policing standards with an ongoing and independent evaluation of the Department. Accreditation is a very high achievement and provides each member of the department and community with a sense of pride, knowing that their agency has met such high professional standards. Deputy Chief Troiano is our Accreditation Manager.

PERSONNEL CHANGES:

- The most anticipated personnel addition to the Department in Maynard history happened in 2023. That of course was the addition of Otis, our comfort dog. With the significant increase in mental health related calls and issues, the addition of Otis has been essential to the Department's mission. Otis has quickly become the most asked for member of the Department.
- Detective Joseph Morahan transferred to the Waltham Police Department.
- Officer Justice Agyeman became a trooper with the Massachusetts State Police
- Dylan Cuccio transferred to the Tewksbury Police Department.
- Marcos Oliveira was hired in April of 2023, after graduating the QCC Police Academy that same month. Marcos grew up in Brazil and emigrated to the United States where he currently lives in Marlboro with his wife and daughter..
- Labady Riviere was hired in June of 2023, after graduating from the Quinsigamond CC Police Academy in April of 2023. Labady emigrated to the US from Haiti where he was a police officer.
- Daniel George was hired in July of 2023 and attended the Lynnfield Police Academy which he graduated on January 4, 2024. Daniel has a Bachelor's Degree in Criminal Justice from Anna Maria College and came to us after working at the Worcester Recovery Hospital where he has learned de-escalation techniques, and how to deal with emotionally disturbed people.
- Emmanuel Avril was hired in August of 2023. Emmanuel started his police officer career with the Maynard Police Department as a special officer from 2015-2018. Since 2018 he has been a full-time officer with the Leominster Police Department. Emmanuel brings a great deal of experience to the Maynard Police Department and has many certifications: sexual assault investigator, implicit bias instructor, incident command training, and

NASRO (SRO) certified to name a few. Emmanuel has a Bachelor's degree from Columbia Southern University and a Master's degree from Florida Atlantic University.

The new officers bring a wide range of experience and knowledge that will bring a unique and beneficial perspective to the Maynard Police Department.

DEPARTMENT PERSONNEL

FULL TIME

ADMINISTRATION

Chief of Police

Michael A. Noble

Christopher Troiano

Administrative Assistant

Lucie DiStefano

Deputy Chief

Lieutenant

Brian Cushing

PATROL

Patrol Sergeants

Michael Sutherland
Daniel Bodwell
Brian Petersen
Trista Manchuso

Patrol Officers

Richard Seeley
Jeffrey Houle
Eric Davoll
Jordan Blackington
Joseph Gennaro
Christopher Wellborn

James Banatoski
Kristin Gates
Leon Muraguri
Marcos Oliveira
Emmanuel Avril
Labady Riviere
Daniel George

SPECIALIZED & INVESTIGATIVE

Joseph Morahan

Student Resource- Elder Affairs Officer

Allison McCann

PART-TIME EMPLOYEES

Crossing Guards

Donald Malatesta
Sara Lewis

Civilian Traffic Enforcement

Ralph Aulenback

James Loomer

Joseph MacDonald

SPECIAL OFFICERS

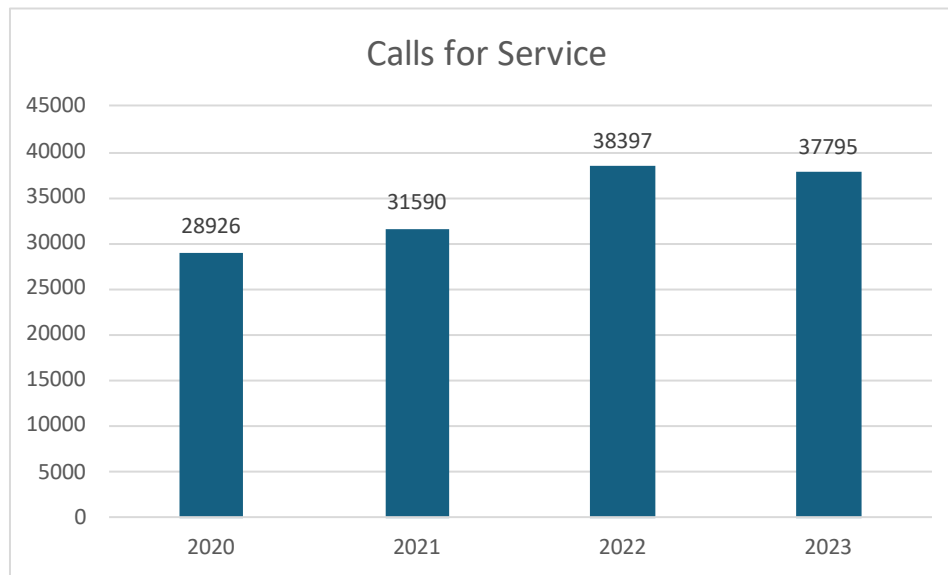
James Dawson	Greg Balzotti
Stephen Jones	Shawn Corrigan
Karl Nyholm	Brandon Moore
Mary McCue	

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 I through P 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	2020	2021	2022	2023
Incident Reports	1095	1204	1141	1149
Arrests	97	77	106	75
Motor Vehicle Stops	2015	2125	2563	2794
Citations	933	757	953	1194
Warrants	99	177	184	182
Accidents	101	132	148	150
E911 Call Volume	1,612	2,266	1,572	2,025

Case Activity	2020	2021	2022	2023
Total Offenses Committed	751	755	1009	779
Felonies	129	117	232	170
Crime Related Incidents	343	352	400	351
Non Crime Related Incidents	714	831	733	785

Total Arrests	97	77	74	75
Protective Custody	8	7	8	5
Juvenile Arrests	1	0	0	1

Calls for Service Report:

Call Reason	Total	Call Reason2	Total2	Call Reason3	Total3
911 Call/Abandoned/ Hang up	395	ID Check		Undesirable	17
Abandoned MV	1	Identity Theft	9	Vandalism	22
Alarm - Smoke Detector	130	Investigation	100	Serve Warrant	16
Alarm - Business	108	Juvenile Offenses	50	Water Problem	58
Alarm - Residential	21	Larceny of a Motor Vehicle	4	Well Being Check	212
Alarm - Carbon Monoxide	43	Larceny	53	Wire/Tree Down	99
Animal Complaint	284	Locked Out	32		
Area Check	21739	Locked In	5		
Assault	11	Medical Emergency	1167		
Assist Citizen	293	Missing Person	8		
Assist Fire Department	1	Mutal Aid Police	2		
Assist Police Department	87	MV Accident W / No Injury	108		
Assist Other Agency	75	MV Accident W / Injury	18		
Attempt to Locate	49	MV Accident Property Damage	26		
B&E (Motor Vehicle)	2	MV Complaint	123		
B&E (Past)	11	MV Accident Hit & Run	45		
Bomb Scare	0	MV Accident Pedestrian	5		
Chemical Hazard Spill/Leak	1	Motor Vehicle Stop	2794		
By-Law Violation	5	Noise Complaint	91		
Building Check	81	Notification	74		
Court Paperwork Received	149	Open Door	21		
Civil Dispute	37	Serve Paperwork	61		
Directed Patrol	814	Parking Complaint	118		
Disturbance	86	Property Release	81		
Disabled Motor Vehicle	71	Property Damage	36		
Domestic Disturbance	98	Found / Lost Property	188		
Illegal Dumping	13	Prisoner Released	49		
Electrical / Wiring Problem	21	Prisoner Transport	57		
Escort / Transport	98	Private Tow / Repossession	14		
Environmental	14	Radar Enforcement	1357		
Explosian / Fire Works	19	Serve Restraining Order	91		

Family Matter	47	Restraining Order Violation	15
Alarm - Box	81	Medical Emergency (Overdose)	6
Fire, Brush	9	Sudden Death	15
Fire, Vehicle	3	Section 12 / Psych. Emergency	41
Fire, Structure	5	Sex Offenses	10
Fire, Other	14	Shoplifting	11
Field Interview	0	Suicide / Threat	8
Odor of Natural Gas	60	Serve Summons	11
Follow Up Investigation	553	Suspicious Person	41
Fraud	75	Suspicious Vehicle	57
Forgery/Uttering/Counterfeit	0	Threatening to Commit a Crime	16
General Service	190	Traffic Enforcement	1825
Hazmat Incident / Spill	4	Traffic Control	42
Harassing / Harassing Calls	61	Trespassing	13
Hazard	47	Traffic Hazard	104

Total Crimes Report:

Crime	2020	2021	2022	2023
Kidnapping/Abduction	0	1	0	0
Forcible Rape	6	5	4	6
Forcible Fondling	3	1	1	0
Aggravated Assault	13	27	21	23
Simple Assault	32	29	49	34
Intimidation	23	17	26	18
Statutory Rape	0	0	0	0
Burglary/B&E	4	6	10	15
Larceny (Shoplifting)	2	6	4	12
Larceny (Building)	5	3	4	9
Larceny (Motor Vehicle)	2	3	6	6
Larceny (Motor Vehicle Parts)	0	0	6	0
Larceny (All Other)	44	22	35	28
Motor Vehicle Theft	10	5	14	37
Counterfeit/Forgery	10	11	71	8
Fraud (False Pretense/Swindle)	29	22	55	27
Fraud (Impersonation)	73	23	16	16
Destruction of Property)	30	41	76	30
Drug/Narcotic Violations	33	25	18	14
Bad Checks	0	0	0	0
Disorderly Conduct	3	15	15	16
Driving Under the Influence	17	9	14	14

Drunkenness	9	7	9	5
Liquor Law Violation	7	15	11	12
Trespass	5	10	8	8
All Other Offenses	119	105	110	89

SUMMARY

The Maynard Police Department was back at full staff in 2023. This is an accomplishment since many departments are struggling to find officers to fill vacancies. It has been more than a decade since the Department was at full staff.

As always, I want to thank every officer and employee on the Department for their professionalism, commitment, and dedication to the Town of Maynard. The Town is fortunate to have a group of men and women of this caliber working in law enforcement. I want to truly thank Town Administrator Gregory Johnson, the Honorable Select Board, and the other Department Heads for their continued partnerships, collaboration, and support in pursuit of Maynard Town excellence. As always, my sincerest gratitude to my administrative assistant, Lucie Distefano, whose contributions are too abundant to mention.

I also want to express my gratitude to the residents of Maynard for their continued support over the years, without it we couldn't accomplish our goal of providing the highest level of police services, that will preserve a quality of life that makes this community desirable for everyone to live, visit, and work in.



Otis answering calls in dispatch.



Department Picture and Training Day 2023 with Dr. Eric Murray.



2023 Maynard Police Youth Academy

Respectfully Submitted,

Michael A. Noble
Chief of Police

PUBLIC SAFETY COMMUNICATIONS

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

Grants

Maynard Public Safety Communications applied for and was awarded two State 911 Department Grants for the coming year. The Support and Incentive Grant **(\$61,035.00)** and the Training Grant **(\$20,397.85)**. 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 **\$81,432.85**. This is a significant increase from the previous year **\$53,745.62**. We were allotted an additional **\$15,000.00** in funding because we utilize Mobile Behavioral Health Crisis Response Services and were granted **\$13,596.00** to cover the costs of new recording equipment.

Call Volume

There were **2,025** calls received on the 911 emergency lines into Maynard Public Safety Communications, which is an increase from **1,572** in 2022. There were **37,795** calls for service for both Police and Fire that were processed through the Maynard Public Safety Communications Center.

Personnel

In 2023, Public Safety Dispatchers Alicia (Luther) Sharaffa and Joseph MacDonald. Justyne Cawthron accepted a position at the Northern Middlesex Regional Emergency Communications

Center. Mikhail Higley accepted a position with the Newton Police Department. Maynard Public Safety Communications filled two Full Time vacancies with Paul May and Sarah Barakat who began their training in September of 2023. A position was posted to be filled in early 2024. Firefighter James McGowan, Daniel Cacciatore and Michael Cunningham 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 continues to look forward to the future, and possibilities of growth in 2024. We are seeking out a Public Safety Dispatcher to put Maynard Public Safety Communications at full staffing levels. 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	215
Complaint Calls	39
Lost Dog Calls	14
Lost Cat Calls	3
Other Cat-related calls	8
Wildlife Calls	44
Miscellaneous Calls	51
Total Animals Picked Up	2
Specimens to State Lab for Testing	0
Animal Bites (human/other animal)	4
Quarantine Orders Issued/Released	4
Kennels, Barns, Rabies, and Clinic Calls	22
Total Deceased Animals Picked Up	27

Respectfully Submitted,

Jennifer A. Condon
Animal Control Officer/Inspector

FIRE DEPARTMENT



This year has been a year of growth and change for the Maynard Fire Department. In November of 2022, we made our transition from 1 Summer Street to our new home at 30 Sudbury Street. We are pleased to announce that we are fully moved in and operational, and the Department is enjoying the new space. A training mezzanine was planned during 2023, with designs and construction underway leading towards expected completion in 2024.





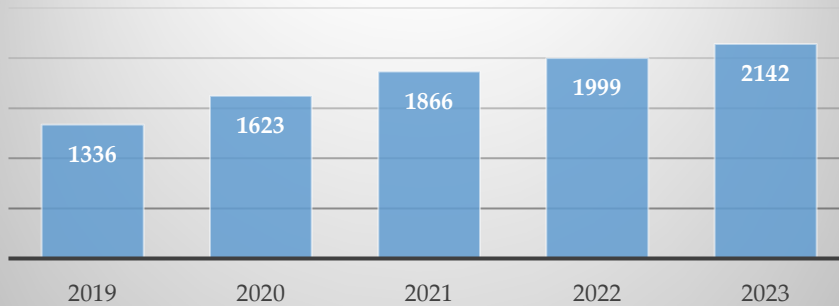
Chief Stowers retired in early 2023. Stowers is very thankful for the time he spent in Maynard and is looking forward to his next chapter back in New Hampshire. Maynard Fire Captain Angela Lawless was promoted to Chief of the department.



Mark Tomyl, the most senior member of the Maynard Fire Department with 26 years of service was promoted to the position of Captain on Group 3. As one of his first shifts as Captain, he mitigated the largest fire of the year in the community, a 3-alarm fire at Concord Street Circle.



Incidents



The call volume in Maynard has increased at a steady rate over the past few years. From 2022 we experienced a 7.2% increase. The majority of the department's requests for intervention are related to medicals.

Apparatus



Apparatus	Description
Engine 1	2001 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- F-550 Horton

Ambulance 2	2013 F-450 Osage
Brush 1	2011 F-350 with forestry pump
Car 1	2013 Ford Explorer Command Car

The department ordered a new pump back in 2022, we are expecting to take delivery of a new E-One apparatus in August of this year. The department is hoping to order a new ambulance this year as it will take a few years to design and build. A new command car is also in the process.

Training



Our firefighters did an amazing 2,976 hours of logged training in the year 2023. Part of this can be attributed to our new fire station and our ability to conduct training. We have hired three new firefighters this calendar year, FF. Cutone, FF. Landry and FF. Chiasson. There is a lot to learn as a new firefighter. Many members have worked to enhance their skill set for our community in training. Some of the classes taken this year include but are not limited to; Emergency Medical Classes, Rope Rescue, Fire Investigation, Community Risk Reduction, Fire Officer, Fire Prevention Officer, Incident Command Classes, Emergency Management, Leadership, Structural Collapse, Fire Instructor, Firefighter Health and Wellness, Active Shooter and Hostile Events training and others.



This year the Maynard Fire and Police and Communications Department have been conducting training together. We find properties in the community and meet to discuss challenges we can anticipate and how to assist one another during an emergency from each perspective. This has been a successful training course for each of our public safety departments, and we hope to continue in the future.

Community Interaction



We are grateful that we have been part of many special memories for people in the community. Not every call to the fire department is for help. We are always happy to be out in public and have people see our new station. Please give us a call if you would like a tour of our new facilities or need a place to hold a meeting.



Safe Program



In 2023, the Student SAFE and Senior SAFE programs again received grant funding from the Department of Fire Services for a total of \$5858. This funding supported our in-classroom education of the Maynard students and several outreach programs for the Seniors of our Community. These included events with the Friends of Maynard Seniors, the Rod and Gun Club, the Boys and Girls Club, and the Maynard Police Youth Academy. Chief Angela Lawless, Captain Michael Parr, and Firefighter Jennine Hureau contributed to the monthly Senior Newsletter. Camelia Gardens at Digital Way hosted a special program for their residents that included a tour of the ambulance. FF Jennine Hureau led programs at the Council on Aging as well as the Fall voluntary Home Safety Visits.

Maynard Fire SAFE Educators, led by Captain Michael Parr and Firefighter Jennine Hureau and

assisted by Firefighter Travis Gross and Firefighter Ronnie Row, made 40, half-hour presentations to all classrooms in grades Pre-K through 8 on Fire Safety topics at the public and private schools. The curriculum was extensive and built year to year based on the age of the students. For Pre-K students, they learned Firefighters are Community helpers and *"don't fear firefighters in gear."* For Kindergarten and Grade 1, they learned what was *"safe for play"* and what was *"keep away"* by sorting toys from tools and demonstrating Stop, Drop, and Roll. Grade 2 focused on home escape planning, and they drew two ways out of a home and practiced crawling low under smoke. Grade 3 learned how to recognize an emergency and call 9-1-1, even practicing with our own Maynard Public

Safety Dispatchers. Grades 4 and 5 identified home hazards. Grades 6, 7, and 8 reviewed a lifelong of lessons and competed in Fire Safety Jeopardy.

Sparky the Fire Dog and SAFE Educators, including FF Brian Kramer and FF Ed Wasiuk, were front and center at the annual Maynardfest Event. We estimated more than 800 interactions with the community as young and old alike spun a wheel to answer a random fire safety question to win a prize and tried extinguishing the flames at our fire safety house.

Captain Michael Parr was honored to be nominated and receive the 2023 Fire and Life Safety Educator of the Year Award from the Department of Fire Services. This award recognized the work Maynard Firefighters put into community outreach and education on emergency incidents, during station tours, in the classroom, and even online. The year ended with the department taking part in the Maynard Holiday Parade and a reading of “A Firehouse’s Night Before Christmas” a book written by Captain Michael Parr for the Christmas season and Fire Safety lessons.

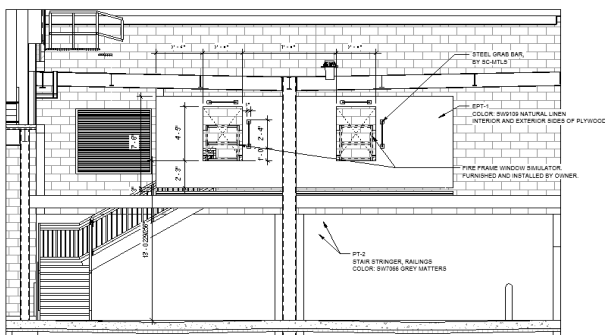


Awards & Acknowledgments



Chief Lawless	Executive Officer Program, National Fire Academy
Captain Tomyl	Appointed Captain
	25-year Service Award Maynard Fire Department
Captain Parr	2023 Fire and Life Safety Educator of the Year
	Published author – “A Firehouse’s Night Before Christmas”
Captain Desjardins	Master’s Degree in Occupational Safety and Health
	25-year Service Award Maynard Fire Department
Captain King	Life-Saving Award
FF. Primiano	20-year Service Award Maynard Fire Department
	Life-Saving Award
FF. Jeff Boudreau	20-year Service Award Maynard Fire Department
FF. Pat Hakey	20-year Service Award Maynard Fire Department
FF. Schrader	Associate Degree in Fire Science
FF. Hureau	Most Training Hours in 2022
FF. Row	Most Physical Training Hours in 2022
FF. McGowan	Life-Saving Award
FF. Johnanson	Life-Saving Award
FF. Latta	Life-Saving Award

The Future



The Department is in the final phase of our construction, working on a training mezzanine. This will provide a place where the firefighters can train year-round in any type of weather as it is located inside the apparatus bay. This is built to resemble a house giving us the space to train on fire suppression movements, laddering a building, Rescue, Firefighter bailouts, and countless other drills. This resource will benefit our community, our department as well as the surrounding area.

The Maynard Fire Department is committed to providing the Maynard residents with the highest possible level of service. Each day provides us with opportunities. I would like to thank each member of the department for their commitment to the Town of Maynard as well as our public safety partners and the citizens in the Town of Maynard.

Respectfully submitted,

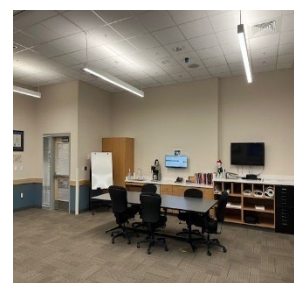
Angela Lawless
Fire Chief

EMERGENCY MANAGEMENT AGENCY

The Emergency Management Director (EMD) serves as chairperson for the Local Emergency Planning Committee (LEPC), a new role for Fire Chief Angela Lawless. Our first meeting of introductions and expectation-setting took place on April 6th. From there, we have had a very productive year building our Emergency Management Services for the Town of Maynard.



We have a new location for our Emergency Operations Center (EOC). We have moved from the police station to the new fire station at 30 Sudbury Street. As part of this process the Director of MEMA, Dawn Brantley with our local coordinator, William Fisher, toured the site.



In coordination with our MEMA representative, Fisher, we have updated the Town of Maynard Comprehensive Emergency Management Plan (CEMP). Currently, EMD is finalizing the revisions, and once completed, the plan will be presented to the Select Board for approval and subsequently will be available on the town's website. During our September meeting, MEMA assisted in drilling our CEMP



which was a learning experience for all members. We were appreciative of the drill as the very next day we were real-world tested when the Maynard experienced a Microburst, including town-wide, power outages, road closures, and a heat wave. Police, Fire, and DPW coordinated response and recovery with the assistance of our communications department. The EOC was opened to provide a cooling and charging station that was utilized by residents. The LEPC was able to implement changes

made to the CEMP and how we would coordinate our operations.



One of the principles of Emergency Management is the whole community approach. To be the most successful during emergencies, the planning, response, and recovery efforts are more effective if we include individuals, organizations, businesses, and governments to work together to build and sustain our community resilience. The Fire Chief, with the Deputy Police Chief, hosted a class for the community presented by FEMA *Until Help Arrives*. This class embraces the whole community approach and was well attended by 30 Maynard residents.

Further whole community approach concepts, this year included presenting; CPR, first aid, active shooter response, Stop the Bleed, and Disaster Readiness classes to; private businesses, teachers, Council on Aging members, and other residents in the community who have requested training.

In December LEPC attended FEMA class ICS-402. This is an introduction to the Incident Command System for executives. The National Incident Management System is utilized when managing multi-jurisdictional or large-scale incidents. Having training of the ICS before an EOC activation is critical to the overall recovery from the incident.



Chief Lawless, as the newest member of the LEPC, attended and completed the FEMA National Emergency Management Basic Academy. This was comprised of 120 hours of online work and 5 in-person classes including *Foundations of Emergency Management*, *Science of Disaster*, *Planning: Emergency Operations*, *Homeland Security Exercise and Evaluation*, and *Public Information Officer*. This education is a great foundation, Lawless will continue toward the next level of credentialing for an Emergency Management Director.

Goals for 2024

The LEPC will tour FEMA's Maynard bunker in April. It will be educational for the committee to see firsthand a federal emergency operations center and discover what resources we have available in the community.

Another of the goals is to revitalize our Maynard Citizen's Corps/Medical Reserve Corps (MCC/MRC) by merging volunteers into a Community Emergency Response Team (CERT). These are members of a community that can assist victims, provide damage assessment, organize other volunteers in an emergency that are under the direction of the local emergency responders, and support emergency preparedness projects in the community.

For the EOC, we are working with the Conservation Commission on an important resource, a large map of Maynard that can be used in incident planning and response. With this project, we are planning on providing large rollout maps to be added to police and fire apparatuses to assist with incidents such as but not limited to, missing people, wildland fires, HazMat events, floods, and others. These tools will assist in mitigation efforts for the incident command staff.

We will continue community member training, and all LEPC members are encouraged to continue to look for opportunities to build our whole community approach. The EOC will continue to invite MEMA and FEMA to utilize this site for training classes they want to present to community members or other first responders.

This year members of the LEPC will examine what current resources we have in the community, as well as what needs to be repaired or replaced. This includes but is not limited to the resources we currently have in our Emergency Management trailers, in the Emergency Management cache at Town Hall, shelter supplies, and others. We need to take inventory and devise an ongoing replacement plan.

In conclusion, I would like to thank all the members of the LEPC;

Greg Johnson, *Town Administrator*
Stephanie Duggan, *Assistant Town Administrator*
Justin DeMarco, *Director of Public Works*
Wayne White, *Business Manager (School Dept.)*
Charles Gobron, *Special Projects Coordinator (School Dept.)*

Michael Noble, *Police Chief*
Chris Troiano, *Deputy Police Chief*
Kyle Brainard, *Assist Facilities Manager*
Ivan Kwagala, *Board of Health Director*

Respectfully submitted,

Angela Lawless
Fire Chief & Emergency Management Director

Public Works

ADMINISTRATIVE DIVISON



Administrative Staff:

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

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

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

We can also be reached through the Town's website

<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.

Solid Waste, Recycling & Disposal Programs

Department of Public Works manages the solid waste and recycling program for the Town of Maynard. The Town is continuing under a three-year contract which was awarded to E.L. Harvey & Sons to facilitate the removal of residential solid waste and recycling in September 2022.

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. At the town's drop-off center, located at 38 Winter Street, our residents can dispose of items such as tires, appliances, mattresses, textiles, etc. Starting in 2023, we added an additional date for these services.

Please see the town's website for updated information.

Engineering Projects

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

- **Annual Paving Program**- The following streets were advertised for construction in the fall of 2023, and these streets were paved in the fall of 2023. Engineering prepared plans and contract documents, advertised for construction, coordinated the Contracts and Change Orders, and provided Part Time Construction coordination for the paving operations on the following streets:
 - **Tiger Drive – Pavement Mill & Overlay** - from Fowler Middle School Drive approximately 900 feet northeast to pavement seam before crosswalk.
 - **Pine Hill Road – Pavement Reclamation** - from Concord Street to the water treatment plant. Approximately 1,100 feet.
 - **Lewis Street – Pavement Reclamation** - from Glendale Street to Prospect Street. Approximately 170 feet.
 -
- **Stormwater Utility Feasibility Study**. A stormwater utility feasibility study was initiated. The first step in this study was to define the Town's current and future stormwater program funding needs. A spreadsheet containing a draft breakdown of funding needs was provided to the Town in June 2023. These needs and the estimated funds associated will help determine how much revenue would need to be raised if a stormwater utility was to be implemented. VHB also presented to the Select Board on the importance of a stormwater utility in February of 2023 and investigated possible avenues for funding the remainder of the feasibility study (e.g., grants) in fall of 2023.
- **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 4 and 5 requirements.
 - **Annual Report**: The Year 5 Annual Report was completed and submitted to EPA in September 2023. This report summarized the Town's compliance activities that were completed in Year 5 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 (e.g., fire station). Plans, photos, and inspection logs were also attached to database features as necessary. An updated version of the Town's geodatabase was provided to Utility Cloud for upload in spring of 2023.

- Wet Weather Outfall Screening and Sampling: Wet weather screening and sampling performed in fall of 2022 was summarized in a memo submitted to the Town in February of 2023. Wet weather outfall screening is a requirement of the MS4 Permit that involves visiting Town-owned stormwater outfalls during wet weather, screening the outfalls for flow, and sampling if flow exists. All the Town's outfalls (~140) must be screened by June 2028.
- Catchment Investigations: VHB moved forward several complex catchment investigations in 2023. The purpose of catchment investigations is to identify and eliminate illicit discharges to the drainage system. The Main Street municipal parking lot contains several potential illicit discharges and was moved forward in 2023. For example, an enforcement letter was written to CVS, leading to CVS's lining of their infrastructure. A good portion of the system was also inspected via CCTV. The other catchment that received a lot of attention was on Euclid Avenue. Dye testing of several residences was performed to identify the source of an illicit discharge. In addition to working on these complex investigations, VHB performed desktop review to mark as complete those catchments without issues. The MS4 Permit requires that all the Town's catchments (~140) are investigated by June 2028.
- Highway Garage/Pine Hill Rd. Site SWPPP Inspections: Quarterly Storm Water Pollution Prevention Plan (SWPPP) inspections were performed of Maynard's labor yards, including the Highway Garage and the Pine Hill Road stockpile site. The goal of these inspections is to ensure activities at Maynard's labor yards do not contribute to stormwater pollution. Reports were issued after each inspection.
- Phosphorus Source Identification Report: A Phosphorus Source Identification Report (PSIR) was developed for Maynard's stormwater discharges to the Assabet River. This involved estimating the phosphorus loading to the Assabet River from Maynard's stormwater, identifying catchments contributing excess loading, and pinpointing locations for stormwater treatment in these high loading catchments and where other opportunities allow. The report was submitted to EPA in June 2023.
- Bylaw and Regulations Review for Barriers to Low Impact Development: Per MS4 Permit requirements and the schedule set forth in an evaluation of Maynard's code submitted to EPA in June 2022, the Town began revising its Subdivision Rules and Regulations. The intent of these revisions is to remove language that encourages excess impervious cover and/or prevents low impact development.
- Identifying Town Properties for Stormwater Retrofit: Per MS4 Permit Year 5 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 8, 2023.
- General Compliance Activities: Many smaller, miscellaneous tasks were performed to ensure the Town stays in compliance with the MS4 Permit, such as public education and engagement activities; tracking of illicit discharges, street sweeping and catch basin cleaning; annual updates to MS4 documents such as the SWMP and IDDE Plan; etc.

- **UST (Underground Storage Tank) Inspections**
 - VHB provided environmental engineering services to the Town of Maynard, which included monthly inspections for twelve (12) months from January through December 2023. 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.
- **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. 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.
- **Fire Station Construction** - Engineering continued to provide construction inspection and punch list closeout to assure compliance with the approved design for the site improvements being constructed to support the new Maynard Fire Station on Sudbury Street. The new Fire Station received a Temporary Certificate of Occupancy in late 2022.
- **Florida Road-MassDOT Bridge Reconstruction Project** – Engineering and DPW coordinated with MassDOT for the completion of the construction of the Florida Road Bridge Project by MassDOT's Contractor, Tully Construction. This year concluded this amazing project and gift from the Commonwealth to the Town of Maynard.
- **Townwide Pavement Striping Contract** – Engineering and DPW coordinated the advertising, bid procurement and construction of the Town wide roadway restriping program.
- **Townwide Crack Sealing Striping Contract** – Engineering and DPW coordinated with MassDOT for a townwide crack sealing program that was paid for and coordinated by MassDOT's District 3 office for all State Numbered routes in Town. This crack sealing contract in 2023, was a gift from the Commonwealth to the Town of Maynard.
- **Field Street Drainage Improvement Contract** – Engineering and DPW coordinated the advertising, bid procurement and construction of a drainage improvement project on Field Street that should alleviate years of flooding on a low point of this residential roadway.
- **Route 27 at Concord Street Traffic Signal Design Contract** – Engineering and DPW coordinated the design of a new Intersection Improvement Project at the intersection of Route 27 and Concord Street, including a new traffic signal system and related paving, sidewalk, and signage upgrades. The project will be advertised in 2024 for construction.
- **Main Street Drainage Design Contract** - Engineering and DPW coordinated the design of a new drainage improvement project on Main Street near Sudbury Street to help alleviate years of flooding problems in this area. The project's design will be completed in 2024 and hopefully advertised in 2024/2025 for construction.

- **Townwide Hazard Mitigation Plan Update** - Engineering and DPW coordinated with a consultant to update the Towns Hazard Mitigation Plan and help outline and document 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 PowderMill Pump Station** - Engineering and DPW coordinated for the preparation of Permanent Easement plans for a future Sewer Force Main crossing of the Assabet River from the PowderMill Road Pump Station to the Town Wastewater Treatment Plant on Pine Hill Road.
- **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.
- **Security Lighting** - Engineering and DPW coordinated the design and implementation of security lighting at the Tower Road Water Tanks as well as at the Pine Hill Road Wastewater Treatment plant with electrical vendors.
- **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.
- **Engineering Peer Review's for DPW based on Planning Board and Conservation Commission Projects**
 - **129 Parker Street Development** - Engineering provided review of the proposed projects as it affects the Public Right of Way and general engineering and industry standards review, including Traffic Signal Monitoring coordination.
 - **115 Main Street Part Construction Observation** - Engineering provided inspection and coordination directly with developer for the coordinated start of construction for the redevelopment project.
 - **33 Main Street Site Plan Peer Review** – Engineering provided review of the proposed projects as it affects the Public Right of Way and general engineering, and industry standards review.
 - **2-6 PowderMill Road Site Plan Peer Review** – Engineering provided review of the proposed projects as it effects the Public Right of Way and general engineering.

CEMETERY AND PARKS DIVISON

Cemetery and Parks Staff:

Marc Currier	Cemetery & Parks Foreman
Joseph Parker	Skilled Laborer
James Ferguson	Heavy Equipment Operator
James Tyler	Laborer

DPW Cemetery & Parks Division is responsible for the maintenance of the Glenwood Cemetery, Memorial Park, Reo Park, Coolidge Park, Carbone Park, Crowe Park, and Rockland Avenue Soccer Field, including all School athletic fields. Maintenance responsibility includes municipal building grounds, including the police station, the Boys and Girls Club, the turnaround at the Sudbury line, and open space parcels Town-wide.

Glenwood Cemetery

Glenwood Cemetery is comprised of approximately 25 acres of land. During 2023, the cemetery had 49 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. Within the first year of 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 regular basis. All Town plantings and shrubs are trimmed in the spring. It is the lot owner's responsibility to maintain shrubs and plantings on their lots. The Cemetery Division will continue to remove shrubs that become unsightly or overgrown. The Town also directs the placement of monuments and flat markers to ensure conformance with Cemetery By-laws. The Cemetery Division installs G.I. Markers for our Veterans; the Veterans Administration supplies the G.I. Markers.

Christmas Tree Removals

Christmas Tree disposal services were held at our recycle center at the Public Works garage two Saturdays during the month of January 2023 for a small fee of \$5.00 to help with the expenses associated with the service.

Maintenance of Public Parks and Athletic Fields

The Cemetery and Parks Division maintains approximately 1,000,000 square feet of grass areas, which include athletic fields, such as the high school football and baseball fields, softball fields, front soccer field, and Fowler School soccer field. The Cemetery and Parks division also sets up all athletic fields for high school and middle school sporting events. They maintain Memorial Park, Reo Park, Coolidge Parks, and Dunn Park, as well as numerous small open spaces throughout Town. This division maintains the fields to the highest level possible with available staffing 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

The DPW Highway Division maintains over 83 lane miles of roads, 30 miles of sidewalks, all municipal parking lots, and the Town's storm drainage infrastructure. This division is also responsible for the fleet maintenance of all Town owned motor vehicles and mechanical equipment. On a daily basis the division maintains the cutting of roadside brush, maintaining the rail trail, filling potholes, rebuilding drainage structures, paving trenches, installing berms, grading gravel roads, painting crosswalks and stencils, numerous downtown cleanups before and after events downtown, hang community decorations for various events from lighting and utility poles.

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 18 inches of snow and used well over 1800 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 850 catch basins and selected drain lines were mechanically cleaned in 2023. We removed 500 cubic feet of debris. The highway department runs a street sweeping program twice a year and during this program, we remove approximately 185 yards of debris town wide. The Department requests that Maynard Residents keep the catch basins located adjacent to their property clear of leaves and debris. This prevents localized flooding during heavy rain events. The highway division thanks the residents for their assistance with this effort.

WATER AND SEWER DIVISIONS

Water and Sewer Staff:

Michael Hatch.....	Superintendent
Tim Mullally.....	Water and Sewer Foreman
John DeMars.....	Water/Sewer Operator
Nathan Dee.....	Water/Sewer Operator
Joe Worthington.....	Water Leader Operator
Matt McDonald.....	Laborer
Ryan Bernard.....	Water/Sewer Secondary Operator

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 began construction this fall on the new Well 4A well field as part of our water capacity improvements plan. This new water source will provide up to an additional 240 gallons per minute for the town to help meet the maximum daily demand and to provide some water source redundancy. As part of the project, well 4 Treatment Plant is also undergoing some upgrades and repairs to treat the additional flow, including upgrading the backwash water lagoons with a new water recovery system that will reduce our treatment plant production water losses.

Our annual well cleaning and pump maintenance was done during the winter months. The Water division operations are now located at our Old Marlborough Rd facility into temporary quarters which included repaving the access road and parking area. They also installed a heated parking facility to house their sewer jet truck.

With the arrival of the Towns new sewer jet truck, a system wide jetting program was implemented in late summer and will continue in 2023 to help reduce system blockages. Several pumps were also rebuilt at the sewer pumping stations and the new alarm system installation was completed. Several sewer line repairs were done throughout the year also.

We have repaired several water main leaks. These were identified through our annual leak detection survey and all leaks that were identified received repair.

Well 4A – the start of this new well behind the Fowler School is well underway and should be completed during 2024.

Water Works, Treatment and Sampling

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

Treatment Plants to remove excess Iron and Manganese, pH is adjusted, and Chlorine is added to remove any bacteria in the water.

Water Distribution

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

Hydrant Maintenance and Replacement

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

Meter Readings

All residential and commercial radio-read water meters are read quarterly, we presently have over 4,400 water services connected to the distribution system. Water and sewer bills are sent out on a quarterly basis as well. The administrative office 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. Trunk lines and mains vary with age. The DPW performs regular preventive maintenance on the sewer system including line jetting, CCTV inspections, manhole inspection and lift station equipment inspections.

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

The Town operates 10 sewer pump stations at various locations throughout the Town which service low lying neighborhoods.

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

Wastewater Treatment Facility (Plant)

Veolia Water North America currently operates and maintains the Maynard WWTF under the direct supervision 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.

During the last twelve months the facility processed over 339 million gallons of sewage and sent 321 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 2023, out of approximately 2400 permit required samples, the Maynard WWTP had one NPDES excursion. During 2022 the EPA guidelines relating to public notification and partially treated flow took effect. The following are the new guidelines “Partially treated is defined at 314 CMR 16.02 as a discharge through an outfall from a treatment works where all or a portion of the flow is not conveyed through all treatment units. Per this definition tertiary treatment bypasses would be deemed partially treated and would require a public notification.”

The Maynard Facility has a peak design flow capacity of 5 MGD. There have been times when we are up over 4 MGD and the flygt pumps cannot pump the entire 4 MGD up the co-mag phosphorus building. At these times a small portion of flow goes into the outfall without phosphorus treatment. Now with the new regulations, we must report these occurrences to the public. It is important for the public to take note, that even without the entire flow going up in the phosphorus building, the facility still is able to maintain phosphorus NEPDES limits during these times with other methods of treatment, such as increased chemical dosing. A public notification of this type does not automatically indicate a non-compliance issue or any danger to the public health.

In 2022, the Town of Maynard in coordination with Veolia Water applied and was awarded a DEP grant from the Gap III Energy Funding Program. This money was used to install a green high efficiency propane boiler. An automated security gate was added, and the perimeter fencing was repaired using ARPA funding.

This year several 6th grade science students at the Imago School took their annual tour of the facility. We invite teachers from all the schools in Maynard to reach out to the Public Works Director to arrange for a tour of the facility.

FACILITIES DIVISION

Kyle Brainard is the Assistant Facilities Director under the direct supervision of Justin DeMarco, the Director of Public Works, and Facilities.

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

- Installed metal guard rail with gates for town owned parcel on Pine Hill Road.
- Secured purchase of fast charging station for the municipal parking lot off Summer St, new electrical service was installed by Eversource to provide power for project. Unit will be a level 3 charging unit that will be tied into our current Charge Point operation platform.
- Secured Eversource for new service drop for the new motorized gate for the Wastewater Treatment Plant on Pine Hill Road, this gate was installed for security reasons.
- Town took back ownership of the art space building at 61-63 Summer St. Tenants vacated the property at the end of September, three tenants signed extended leases under the town administrator office. The locks were changed, and tenants were provided with new keys. All three tenants left the property at the end of December / middle of January. Once again, the locks were changed to secure the building. Town decided that the property have both water and gas turned off while the building is unoccupied. The water in the facility was drained from all the fixtures and we then removed all standing water. The gas was shut at the gas meter on the exterior of the building.
- The electricity was left on for the alarm system and for the site lighting to provide an extra level of security while the building is unoccupied.
- No trespassing signage was posted on all the exterior doors with the building closed message from the Town Administrators office and all measures possible were taken to secure the building.
- Improvements were made to the gate system by installing a remote for the opening and closing of the highway garage gate on Winter Street.
- Facilities assisted the DPW highway department and the Water Department by ordering storage containers for the DPW highway garage and water department on Old Marlboro Road.
- Assisted the conservation department with school senior projects for Beaver deterrent along the Assabet River areas.

The Department of Public Works would like to thank the Select Board, Town Administration, Town Departments, who have assisted the Department over the past year. We appreciate the residents' understanding and patience during this difficult year.

Respectfully submitted,

Justin DeMarco
Director of Public Works

MAYNARD GOLF COURSE

Manager's Report – To the honorable Board of Selectman, Town Administrator and the golfing community of Maynard, this report is submitted for the year ending 2023.

Golf – We closed out our fourth year of strong golf business in spite of a very wet golf season with record rainfalls this past summer. We are not sure how long this run will go but Golf continues to be in demand pushing people to outdoor activities along with many employees still capable of working from home allowing extra time to squeeze in a round of golf.



Greens Fees and Cart Fees – Greens fees were up compared to the previous year and cart fees were down due to excessive rain and wet conditions that did not allow carts on the course.

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

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. Kelly Mills came back to coach the team and they qualified for both Districts and the State Tournament.

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 to not 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 – This year’s golf season got off to an early and very dry start to the season in April and May, then June 1st rains started and really never let up until we closed for the end of the season. 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***



View of Downtown Maynard from Nason Street

Finance

TOWN ACCOUNTANT'S REPORT - FINANCIALS

Town of Maynard											
Combined Balance Sheet											
Year Ended June 30, 2023		X	X	X		X	X	X	X	X	
		Special	Comm	Capital	Trust &	Water	Water	Sewer	Sewer		
	General	Revenue	Preservation	Projects	Agency	Enterprise	Enterprise	Enterprise	Enterprise	Long Term	Combined
						Fund	Capital	Fund	Capital	Debt	Total
Assets:											-
Cash and Equivalents:											-
Cash - Expendable	4,488,925.68	7,434,728.24	975,438.66	4,381,966.73	7,311,874.01	1,657,784.14	(849,722.80)	1,084,570.33	241,244.18		26,726,809.17
Petty Cash	250.00										250.00
Receivables:											
Personal Property Tax	68,995.14										68,995.14
Real Estate Tax	419,825.41										419,825.41
Allowance for Abatements	(1,088,761.53)										(1,088,761.53)
Tax Liens Receivable	786,124.02		2,355.34			6,431.00		9,064.62			803,974.98
Tax Foreclosures											-
Deferred Taxes Receivable	136,380.71										136,380.71
Motor Vehicles Excise	270,692.35										270,692.35
User Charges						138,060.24		225,042.79			363,103.03
Other Receivables	11,528.75	67,683.43	2,470.07			3,105.82					84,788.07
Utility Liens Added to Taxes						7,367.78		11,414.23			18,782.01
Amounts to be Provided - Bonds - GENERAL										26,242,500.74	26,242,500.74
Amounts to be Provided - Bonds - WATER										2,280,000.00	2,280,000.00
Amounts to be Provided - Bonds - SEWER										6,099,175.97	6,099,175.97
Amounts to be Provided - Bonds - CPA										470,000.00	470,000.00
											-
TOTAL ASSETS	5,093,940.53	7,502,411.67	980,264.07	4,381,966.73	7,311,874.01	1,812,748.98	(849,722.80)	1,330,091.97	241,244.18	35,091,676.71	62,896,496.05
Liabilities and Fund Equity:											
Liabilities:											
Warrants Payable	-	-			-	-					-
Accrued Payroll Payable	1,017,685.95										1,017,685.95
Other Liabilities	363,340.02										363,340.02
BAN Payable							1,000,000.00				1,000,000.00
Deferred Revenue - PP & RE	(599,940.98)										(599,940.98)
Deferred Revenue - Deferral RE Tx Chap 41A	136,380.71										136,380.71
Deferred Revenue - Tax Liens	781,934.19										781,934.19
Deferred Revenue - Foreclosures	4,189.83										4,189.83
Deferred Revenue - MV Excise	270,692.35										270,692.35
Deferred Revenue - Ambulance Receipts		67,683.43									67,683.43
Deferred Revenue - Water User Charges						141,166.06		225,042.79			366,208.85
Deferred Revenue - Water Liens						6,431.00		9,064.62			15,495.62
Deferred Revenue - Sewer User Charges											-
Deferred Revenue - Sewer Liens											-
Deferred Revenue - Comm Preservation			4,825.41								4,825.41
Deferred Revenue - Performance Bonds					256,798.11						256,798.11
Deferred Revenue - Guaranteed Deposits					3,875.00						3,875.00
Deferred Revenue - Util Liens Added to Taxes						7,367.78		11,414.23			18,782.01
Long Term Debt Liability - Bonds - GENERAL										26,242,500.74	26,242,500.74
Long Term Debt Liability - Bonds - WATER										2,280,000.00	2,280,000.00
Long Term Debt Liability - Bonds - SEWER										6,099,175.97	6,099,175.97
Long Term Debt Liability - Bonds - CPA										470,000.00	470,000.00
											-
TOTAL LIABILITIES	1,974,262.07	67,683.43	4,825.41	-	260,673.11	154,964.84	1,000,000.00	245,521.64	-	35,091,676.71	38,799,607.21
Fund Equity:											
F/B Reserved for Encumbrances	268,095.66					24,352.68		155,655.99			448,104.33
F/B Reserved for Expenditures	130,000.00		409,883.21			500,000.00		200,000.00			1,239,883.21
F/B Reserved for Bond Premiums	125,499.62										125,499.62
F/B Designated	33,796.08		109,095.36								142,891.44
F/B Undesignated	2,562,037.10	7,434,728.24	456,460.09	4,381,966.73	7,051,200.90	1,133,431.46	(849,722.80)	728,914.34	241,244.18		23,140,260.24
											-
											-
TOTAL FUND EQUITY	3,119,428.46	7,434,728.24	975,438.66	4,381,966.73	7,051,200.90	1,657,784.14	(849,722.80)	1,084,570.33	241,244.18	-	25,096,638.84
											-
TOTAL LIABILITIES & FUNDEQUITY	5,093,690.53	7,502,411.67	980,264.07	4,381,966.73	7,311,874.01	1,812,748.98	150,277.20	1,330,091.97	241,244.18	35,091,676.71	63,896,246.05

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Federal Grants - Year Ended June 30, 2023								
			<u>7/1/2022</u>					
			<u>FUND BAL</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>AJES &</u>	<u>6/30/2023</u>
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
1002.0000.359000	Sped Early Childhood	SCH	334.25	7,948.00	(7,948.00)	(334.25)		-
1003.0000.359000	Sped 94-142 Allocation	SCH	15,234.63	364,089.00	(19,732.71)	(357,986.59)		1,604.33
1005.0000.359000	Title I Grant	SCH	57,866.65	47,315.00	(93,739.93)	(11,291.40)		150.32
1007.0000.359000	Teacher Quality Grant	SCH	890.00	28,549.00	(28,250.00)	(299.00)		890.00
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	6,427.73	780.00	-	(2,053.00)		5,154.73
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)
1043.0000.359000	ARPA	SCH	1,642,141.11	1,694,203.93	-	(1,133,792.80)		2,202,552.24
1045.0000.359000	ESSER II	SCH	-	6,205.00	(52,889.20)	46,684.20		-
1046.0000.359000	ARP IDEA Early Childhood	SCH	0.31	-	-	-		0.31
1047.0000.359000	ARP SPED IDEA	SCH	700.00	-	-	(700.00)		-
1048.0000.359000	ARP HOMELESS Children	SCH	(3,196.00)	3,523.00	-	-		327.00
1049.0000.359000	ESSER III	SCH	97,962.09	443,700.00	(434,621.12)	(55,354.87)		51,686.10
1051.0000.359000	Accelerating Literacy Grant	SCH	174.93	-	(9,468.00)	9,293.07		-
1052.0000.359000	Title III	SCH	-	5,033.00	(1,800.00)	(1,109.98)		2,123.02
	TOTALS		1,816,058.68	2,601,345.93	(648,448.96)	(1,506,944.62)	-	2,262,011.03

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
State Grants - Year Ended June 30, 2023								
			<u>7/1/2022</u>					
			<u>FUND BAL</u>	<u>FY2023</u>	<u>FY2023</u>	<u>FY2023</u>	<u>AJES &</u>	<u>6/30/2023</u>
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
1016.0000.359000	State-Circuit Breaker Grant	SCH	1,083,444.00	1,243,950.51	-	(1,255,342.25)		1,072,052.26
1017.0000.359000	Police - Bullet Proof Vests	POL	(4,989.94)	915.00	-	-	4,989.94	915.00
2007.0000.359000	Fire S.A.F.E. Grant	FIRE	8,969.20	5,858.00	(7,763.29)	(1,481.18)		5,582.73
2008.0000.359000	COA Elderly Grant	COA	14,745.98	31,272.00	-	(28,023.37)		17,994.61
2011.0000.359000	Cultural Council Grant	CULT	11,192.82	8,303.75	-	(14,300.87)		5,195.70
2012.0000.359000	Academic Support	SCH	-	10,000.00	(10,000.00)	-		-
2014.0000.359000	Fire Safety Equipment	FIRE	23.85	-	-	-		23.85
2015.0000.359000	State Aid to Library	LIB	28,955.90	25,064.59	-	(49,741.73)		4,278.76
2017.0000.359000	State 911 PSAP	POL	(4,807.20)	37,059.71	(28,540.51)	(3,712.00)		0.00
2019.0000.359000	Big Yellow School Bus	SCH	250.00	-	-	-		250.00
2102.0000.359000	Green Community Grant	SEL	4,975.00	68,835.00	-	(73,810.00)		-
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	3,114.98	23,500.00	-	(7,128.00)		19,486.98
2131.0000.359000	Green Communities Consulting	FAC	665.88	-	-	(665.88)		-
2133.0000.359000	Shared Streets	DPW	(14,106.97)	399,014.15	-	(384,907.18)		-
2134.0000.359000	Housing Prod Plan	OMS	-	5,500.00	-	-		5,500.00
2135.0000.359000	Maynard Commuter Services	COA	58,186.97	75,000.00	(31,455.00)	(16,310.82)		85,421.15
2137.0000.359000	Recycling Dividends Program	DPW	4,560.42	12,079.00	-	-		16,639.42
2142.0000.359000	Digital Literacy	SCH	349.00	650.00	(240.00)	(759.00)		-
2143.0000.359000	REDO Grant	DPW	36,479.92	4,969.90	-	(39,022.78)		2,427.04
2144.0000.359000	Housing Choice Community Grant	DPW	(16,374.12)	183,210.12	-	(223,772.75)		(56,936.75)
2146.0000.359000	Discover Maynard	CULT	5,208.00	-	-	(5,208.00)		-
2147.0000.359000	Art Space Surplus Earmark	BOS	(25,000.00)	25,000.00	-	-		-
2148.0000.359000	MAC Mini Grant	SCH	240.00	-	-	(163.57)		76.43
2149.0000.359000	Auto Ext Defibrillator	FIRE	2,500.00	-	-	-		2,500.00
2150.0000.359000	Winter Recovery Assistance Program (WRAP)	DPW	-	136,708.44	-	(12,600.00)		124,108.44
2151.0000.359000	Intersection Improvements	DPW	(1,644.00)	500,000.00	-	(1,084.50)		497,271.50
2152.0000.359000	Waste Water Infrastructure Improvements	DPW	-	-	-	(38,940.85)		(38,940.85)
2153.0000.359000	Investigating History Pilot	SCH	-	7,500.00	(6,000.00)	(1,500.00)		-
2154.0000.359000	Powdermill Rd Corr Study	PLAN	-	35,000.00	-	-		35,000.00
2155.0000.359000	School Water Improvement Grant	SCH	-	24,000.00	-	(24,000.00)		-
2157.0000.359000	MYCAP Grant	SCH	-	15,800.00	(8,316.00)	(6,948.33)		535.67
2158.0000.359000	Firefighter Equipment Grant	FIRE	-	-	-	(6,066.99)		(6,066.99)
2159.0000.359000	Skills Capital Grant	SCH	-	-	-	(194,272.70)		(194,272.70)
2160.0000.359000	HQJM Implementation Grant	SCH	-	9,500.00	(3,780.00)	-		5,720.00
2161.0000.359000	School Nutrition Equip Grant	SCH	-	28,462.00	-	(28,462.00)		-
2162.0000.359000	Hazard Mitigation Plan Grant	DPW	-	-	-	(7,045.00)		(7,045.00)
2163.0000.359000	M.S. Career Connect Learning Grant	SCH	-	15,600.00	(6,642.00)	(26,614.64)		(17,656.64)
2164.0000.359000	Perkins Reserve Grant	SCH	-	10,000.00	-	(9,377.71)		622.29
	TOTALS		1,197,666.39	2,942,752.17	(102,736.80)	(2,461,262.10)	4,989.94	1,581,409.60

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Revolving Funds - Year Ended June 30, 2023								
			6/30/2023					
			FUND BAL	FY2023	FY2023	FY2023	AJES &	6/30/2023
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL
3000.0000.359000	Revolving-School Lunch	SCH	242,559.06	736,697.44		(699,013.66)		280,242.84
3002.0000.359000	Revolving-Disposal 53E 1/2	MUN	16,096.64	12,786.40	(8,632.97)	(12,596.63)		7,653.44
3003.0000.359000	Revolving-Planning Board 53E 1/2	MUN	5,312.43	2,357.40		(1,964.22)		5,705.61
3005.0000.359000	Revolving- School Preschool	SCH	71,061.54	264,292.50	(800.00)	200.00		334,754.04
3006.0000.359000	Revolving-Athletic	SCH	10,345.55	29,400.34		(18,171.57)		21,574.32
3007.0000.359000	Revolving-Food Service Permits 53 1/2	MUN	11,127.92	18,440.00	(6,815.00)	(7,342.50)		15,410.42
3010.0000.359000	Revolving-COA Van Service 53E 1/2	COA	24,213.95	92,409.85	(51,625.17)	(602.17)		64,396.46
3012.0000.359000	Revolving-Alternative Student Program	SCH	67,267.73	42,202.07		(46,374.11)		63,095.69
3013.0000.359000	Revolving-School Facilities Rental	SCH	55,653.34	87,387.50		(47,843.80)		95,197.04
3014.0000.359000	Revolving-Wetlands Protection Act 53F	CONS	24,195.20	3,310.00		120.00		27,625.20
3019.0000.359000	Revolving-Electrical Inspector 53E 1/2	MUN	51,933.82	52,765.00	(18,693.50)	(12,376.00)		73,629.32
3020.0000.359000	Revolving-Plumbing & Gas 53E 1/2	MUN	28,903.43	38,068.50	(41,708.00)	2,575.00		27,838.93
3022.0000.359000	Revolving-BOH Flu Clinic 53E 1/2	MUN	2,447.16					2,447.16
3027.0000.359000	Revolving-School Choice	SCH	676,114.10	115,860.87	(71,753.37)	(99,755.67)		620,465.93
3030.0000.359000	Revolving-Wetlands Bylaw Fee 53E 1/2	CONS	0.11	3,925.00				3,925.11
3032.0000.359000	Revolving-Weights & Measures - 53E 1/2	MUN	2,890.00	1,050.00		(2,000.00)		1,940.00
3041.0000.359000	Revolving - Municipal Permitting 53E 1/2	MUN	43,769.25	16,430.00		(8,337.50)		51,861.75
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	10,439.55	5,000.00		(14,884.01)		555.54
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	-	7,000.00		(6,645.70)		354.30
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	-					-
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	238.86			(265.00)		(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	-					-
3042.0000.359000.0155	Revolving - Wisteria Ln Conservation	MUN	651.92	(3,500.00)				(2,848.08)
3042.0000.359000.0156	Revolving - 2-6 Powdermill Design	MUN	-					-
3042.0000.359000.0157	Revolving - Wisteria Rd Ln	MUN	(115.51)	7,000.00		(3,597.23)		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	-	5,420.01		(5,420.01)		-
3042.0000.359000.0160	Revolving - Assabet Co-Op Mar	MUN	5.00			(2,814.50)		(2,809.50)
3042.0000.359000.0161	Revolving - Ethelyn Circle	MUN	-					-
3042.0000.359000.0163	Revolving - 58 Old Marlboro Rd	DPW	-	724.50		(724.50)		-
3042.0000.359000.0164	Revolving - 25 Nason St	MUN	-	5,000.00		(4,426.88)		573.12
3042.0000.359000.0165	Revolving - 2 Powdermill Rd	MUN	-	5,000.00		(11,147.88)		(6,147.88)
3042.0000.359000.0166	Revolving - 115 Main St Sewer	DPW	-	2,310.00		(2,310.00)		-
3042.0000.359000.0167	Revolving - 24 Michael Rd	DPW	-	2,860.00		(2,860.00)		-
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)
3045.0000.359000	Revolving - Planning Board	MUN	788.70	200.00				988.70
3047.0000.359000	Revolving - Tax Title Collection (C60/15B)	TREA	597.52	7,495.24		(5,330.00)		2,762.76
3049.0000.359000	Revolving - Student Fee Revolving	SCH	65,847.76	84,748.40	(17,444.00)	(110,870.54)		22,281.62
3050.0000.359000	Revolving - Foreign Exchange	SCH	228,693.08	50,726.00		(31,726.03)		247,693.05
3051.0000.359000	Revolving - Spanish Immersion	SCH	532.75					532.75
3052.0000.359000	Revolving - School Transportation	SCH	83,240.59	53,235.00	(5,000.00)	(64,272.00)		67,203.59
3055.0000.359000	Revolving - Recreation 53E 1/2	REC	14,060.55	5,185.95		(6,300.00)		12,946.50
3062.0000.359000	Revolving - Lost Book Revolving	SCH	1,202.00	165.00				1,367.00
3067.0000.359000	Revolving - EV Charging Stations	DPW	624.79	7,065.16		(7,464.75)		225.20
3068.0000.359000	Revolving - Bond Premium	MUN	-					-
	TOTALS		1,763,175.90	1,763,018.13	(222,472.01)	(1,237,401.86)	-	2,066,320.16

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Special Revenue Funds - Year Ended June 30, 2023								
			7/1/2022					
			FUND BAL	FY2023	FY2023	FY2023	AJES &	6/30/2023
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL
2013.0000.359000	Polling Hours	CLK	1,902.55			(226.55)		1,676.00
2500.0000.359000	School Special Educ Reserve Fund	SCH	20,784.66				192,599.00	213,383.66
3031.0000.359000	Artspace	SEL	4.00					4.00
3033.0000.359000	DPW Insurance Reimb Under \$20K	DPW	2,964.73	11,700.42		(1,524.75)		13,140.40
3034.0000.359000	Police Insurance Reimb Under \$20K	POL	1,783.19	5,311.84		(5,300.00)		1,795.03
3035.0000.359000	129 Parker St 53G Revolving	SEL	1,555.44	0.52				1,555.96
3039.0000.359000	CMA Drug Task Force - Police	POL	8,618.18					8,618.18
3044.0000.359000	Selectmen Insur Reimburs Under \$20K	SEL	4,863.27			(2,055.08)		2,808.19
3046.0000.359000	CDBG Program - Unrestricted	SEL	15,820.00	16,008.00				31,828.00
3045.0000.359000	Disabled and Elderly Tax Relief(DETRF)	TREA	10,145.00	1,885.00				12,030.00
4000.0000.359000	Skateboard Park Gift	SEL	101.81					101.81
4002.0000.359000	WAVM Gift	SCH	50.00					50.00
4003.0000.359000	Carbone Park Gift (Conservation)	CONS	4,416.88					4,416.88
4006.0000.359000	Fire Department Gift	FIRE	137.78	500.00				637.78
4007.0000.359000	Library Gift	LIB	23,975.99	9,832.16		(16,021.86)		17,786.29
4010.0000.359000	COA Gift	COA	8,990.96	350.00		(333.88)		9,007.08
4012.0000.359000	Preserv & Perp Open Space Gift	SEL	4,635.00					4,635.00
4014.0000.359000	Conservation Gift	CONS	25.93					25.93
4015.0000.359000	Cultural Council Gift Account	CULT	3,097.51			(13.52)		3,083.99
4016.0000.359000	Cultural Council Festivals Donation	CULT	492.50	6,000.00		(4,904.84)		1,587.66
4017.0000.359000	Green Meadow Playground	SCH	4,553.22					4,553.22
4020.0000.359000.0134	COA - Programs	COA	7,884.53	17,400.00		(14,244.90)		11,039.63
4020.0000.359000.0135	COA - Fitness Class	COA	1,146.20	1,678.00		(1,377.11)		1,447.09
4020.0000.359000.0136	COA - Art Class	COA	3,764.47	760.00		(518.88)		4,005.59
4020.0000.359000.0137	COA - Newsletter	COA	6,300.00					6,300.00
4022.0000.359000	Vietnam Era Memorial Fund	SEL	150.00					150.00
4024.0000.359000	Hist Comm Gift - Duggan (Restricted)	HIS	6,775.91					6,775.91
4025.0000.359000	Zagster Bike Share Program	OMS	4.33					4.33
4027.0000.359000	Hometown Heroes	SEL	9,007.56	5,000.00		(11,187.80)		2,819.76
4028.0000.359000	Traffic Improvement Fund	DPW	171,397.03			(22,395.12)		149,001.91
4029.0000.359000	Sterling Golf	DPW	15,325.75	66,064.89			(56,000.00)	25,390.64
4030.0000.359000	Police Trng/Equip Grant - Middlesex	POL	8,673.80			(359.73)		8,314.07
4034.0000.359000	Tree Planting	CEM	3,756.98					3,756.98
4036.0000.359000	Police Leadership Academy	POL	875.00					875.00
4037.0000.359000	Police Service Dog Gift	POL	2,000.00	3,350.00		(3,700.54)		1,649.46
5086.0000.359000	Downtown Enhancement Funds	SEL	5,232.67			(5,126.40)		106.27
5086.0000.359000.1001	BEEP - Downtown Flowers	MUN	14,443.72					14,443.72
5086.0000.359000.1005	BEEP - Bike Racks	MUN	-					-
5086.0000.359000.1011	BEEP - Wayfinding Kiosks	MUN	580.63					580.63
5086.0000.359000.1012	BEEP - Wayfinding Parking Signs	MUN	12,137.76					12,137.76
5086.0000.359000.1014	EDC - Admin	MUN	-					-
5086.0000.359000.1015	EDC - Discover Maynard	MUN	2,411.75					2,411.75
5167.0000.359000	Cultural District Enhancement Funds	SEL	-				131,791.29	131,791.29
5167.0000.359000.1020	Summer Street Parking Lot	SEL				(4,789.98)	6,000.00	1,210.02
5186.0000.359000	Downtown Enhancement - Gift	PLN	3,208.15					3,208.15
5186.0000.359000.1013	BEEP - Maynard 150	MUN	-	176.00				176.00
5186.0000.359000.1016	BEEP - Acme Theatre	MUN	2,500.00				(2,500.00)	-
5186.0000.359000.1017	Land Survey Maynard Center	MUN	2,284.00				(2,284.00)	-
5186.0000.359000.1018	Holiday Decoration	MUN	2,569.14					2,569.14
5186.0000.359000.1019	Marketing Maynard	MUN				(3,100.00)	4,784.00	1,684.00

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Receipts Reserved for Appropriation - Year Ended June 30, 2023							
			FUND BAL	FY2023	FY2023	AJES &	
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	EXPENDITURES	TRANSFERS	FUND BAL
3017.0000.359000	Ambulance Receipts Reserved	FIRE	429,527.48	361,770.74	(692.28)	(429,110.52)	361,495.42
3021.0000.359000	Sale of Cemetery Lots	DPW	113,052.60	6,880.00			119,932.60
3025.0000.359000	Comcast Cable Peg Access	SEL	211,444.86	100,719.84		(182,307.00)	129,857.70
3026.0000.359000	Verizon Peg Access	SEL	196,439.45	109,428.43		(182,317.00)	123,550.88
			-				-
3028.0000.359000	Sale of Real Estate	SEL	5,000.00	45,000.00			50,000.00
3057.0000.359000	Enterprise Water Prem - 20 YR	WAT	2,200.00				2,200.00
3058.0000.359000	Enterprise Water Prem - 10 YR	WAT	-				-
3059.0000.359000	Enterprise Sewer Prem - 20 YR	SEW	6,297.22				6,297.22
3060.0000.359000	Water Prem WELL4A- 10 YR	WAT	-				-
3061.0000.359000	GF Prem - 5YR GMES ROOF	GF	4,586.67				4,586.67
3063.0000.359000	GF Prem - 20 YR Fire Station	GF	-				-
3064.0000.359000	Wat Prem Treat Plant - 20YR	WAT	-				-
3066.0000.359000	TNC Receipts Reserved	SEL	1,351.80	1,141.00			2,492.80
3068.0000.359000	Bond Premiums	SEL	-				-
	TOTALS		969,900.08	624,940.01	(692.28)	(793,734.52)	800,413.29

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Community Preservation Fund - Year Ended June 30, 2023							
		7/1/2022	ATM 5/15/23				
		FUND BAL	VOTE	FY2023	FY2023	AJES &	6/30/2023
ACCOUNT NUMBER	ACCOUNT NAME	FWD	TRANSFERS	REVENUE	EXPENSES	TRANSFERS	FUND BAL
3100.0000.324000	F/B Res for Expenditure	408,526.31	556,900.00		(225,543.10)	(330,000.00)	409,883.21
3110.0000.332000	FB Res - Budgeted Reserve	-	(61,900.00)			45,446.11	(16,453.89)
3100.0000.332100	FB Res - Open Space	56,115.78	(50,000.00)				6,115.78
3100.0000.332200	FB Res - Historical	154,199.26					154,199.26
3100.0000.332300	FB Res - Comm/Afford Housing	10,234.21	(45,000.00)				(34,765.79)
3100.0000.359000	Undesignated F/B CPA	503,352.38	(400,000.00)	526,573.04	(128,019.22)	(45,446.11)	456,460.09
	TOTALS	1,132,428.14	-	526,573.04	(353,562.32)	(330,000.00)	975,438.66

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Trust Funds - Year Ended June 30, 2023									
			7/1/2022						
			FUND BAL	FY2023	FY2023	FY2023	FY2023	AJES &	6/30/2023
						UNREALIZED			
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	INTEREST	GAIN/LOSS	EXPENDITURES	TRANSFERS	FUND BAL
Expendable									
8200.0000.359000	LEACHATE ANALYSIS/LANDFILL	SEL	137.40		3.90	(0.21)			141.09
8202.0000.359000	ROSE MCGOWAN FUND	SEL	14.92		11.19				26.11
8203.0000.359000	MAYNARD SOLDIERS FUND	SEL	573.33		15.57				588.90
8204.0000.359000	POST WAR REHAB FUND	SEL	2,747.20		197.29				2,944.49
8205.0000.359000	RAFFERTY FUND	SCH	69.16		52.14				121.30
8206.0000.359000	KATHERINE KINSLEY FUND	SCH	57.20		215.17		(100.00)		172.37
8207.0000.359000	ANNE MARIE MORTON FUND	SCH	89.85		68.30		(100.00)		58.15
8208.0000.359000	E SAWETZ FUND	SCH	75.11		57.06				132.17
8209.0000.359000	THOMAS & ATHINA GRAMO	SCH	394.11		292.56		(475.00)		201.67
8210.0000.359000	GEORGE & ANN LEMIRE FUND	SCH	64.89		49.07				113.96
8211.0000.359000	ANNE GIBBONS FUND	LUB	2,977.64		1,521.90		(1,900.48)		2,599.06
8212.0000.359000	GUYER FOWLER FUND	SCH	2,209.82		9,626.30		(5,400.00)		6,436.12
8219.0000.359000	FRASER & FRANCES FORGIE	SCH	3,681.37		16,027.97		(9,100.00)		10,609.34
8220.0000.359000	GEORGE SHAW MEMORIAL	SCH	292.71		16.20				308.91
8222.0000.359000	BRENDA BOWKER FLAHERTY	SCH	7,780.39		247.43		(500.00)		7,527.82
8223.0000.359000	MILTON & ANNE DUCLOS FUND	SCH	1,657.75		7,089.48		(4,000.00)		4,747.23
8226.0000.359000	MICHAEL FLOOD FUND	LUB	1,715.15		64.17	(3.49)			1,775.83
8227.0000.359000	MAYNARD HIGH SCHOOL	SCH	19,078.32	15,000.00	260.89	(14.14)	(13,400.00)		20,925.07
8228.0000.359000	ARTHUR ST GERMAIN SCHOLARSHIP	SCH	293,870.67		9,408.35	(510.15)	(20,000.00)		282,768.87
8230.0000.359000	KATHERINE LALLU SCHOLARSHIP	SCH	33,314.59	1,970.44	924.33	(50.14)			36,159.22
8231.0000.359000	FOREIGN TRAVEL SCHOLARSHIP	SCH	114,977.82		3,240.06	(175.70)			118,042.18
8233.0000.359000	MATHEW D CDX SCHOLARSHIP	SCH	617.73		45.58	(2.47)	(600.00)		60.84
Non-Expendable									
8100.0000.359000	NON EXP CEM PERPETUAL CARE	DPW	314,029.55	7,620.00				(50,000.00)	271,649.55
8102.0000.359000	NON EXP ROSE MCGOWAN	SEL	381.45			(0.61)			380.84
8103.0000.359000	NON EXP MAYNARD SOLDIERS	SEL	219.61			(1.19)			218.42
8104.0000.359000	NON EXP POST WAR REHAB	SEL	4,013.23			(10.35)			4,002.88
8105.0000.359000	NON EXP RAFFERTY FUND	SCH	1,780.76			(2.84)			1,777.92
8106.0000.359000	NON EXP KATHERINE KINSLEY	SCH	7,352.87			(11.65)			7,341.22
8107.0000.359000	NON EXP ANNE MARIE MORTON	SCH	2,333.53			(3.70)			2,329.83
8108.0000.359000	NON EXP E. SAWUTZ FUND	SCH	1,949.51			(3.10)			1,946.41
8109.0000.359000	NON EXP THOMAS & ATHINA	SCH	9,996.20			(15.86)			9,980.34
8110.0000.359000	NON EXP GEORGE & ANN LEMIRE	SCH	1,676.76			(2.67)			1,674.09
8111.0000.359000	NON EXP ANNE GIBBONS FUND	LUB	50,461.68			(82.51)			50,379.17
8112.0000.359000	NON EXP GUYER FOWLER	SCH	328,968.12			(521.97)			328,446.15
8119.0000.359000	NON EXP FRASER & FRANCES FORGIE	SCH	547,746.96			(869.07)			546,877.89
8120.0000.359000	NON EXP GEORGE SHAW	SEL	280.70			(0.88)			279.82
8122.0000.359000	NON EXP BRENDA BOWKER FLAHERTY	SEL	-			(13.42)			(13.42)
8123.0000.359000	NON EXP MILTON & ANNE DUCLOS	SCH	242,273.62			(384.41)			241,889.21
8128.0000.359000	NON EXP ARTHUR ST GERMAIN MEM	SCH	-						-
8129.0000.359000	NON EXP HALFWAY CAFE	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	36,847.80		11,153.87	(604.80)	(17,188.73)	50,000.00	80,208.14
8001.0000.359000	STABILIZATION FUND	SEL	1,750,021.01		49,563.38	(2,719.84)		47,000.00	1,843,864.55
8002.0000.359000	CONSERVATION FUND - NON CPC FUNDS	CONS	86,186.80	5,000.00	2,163.40	(117.31)	(6,227.59)		87,005.30
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	426,659.44		4,968.35		(4,000.00)	230,000.00	657,627.79
8007.0000.359000	OPEB TRUST	T/C	1,507,462.67		55,517.13	63,744.73		25,000.00	1,651,724.53
8008.0000.359000	CAPITAL STABILIZATION FUND	SEL	372,969.03		10,642.24	(594.29)		25,000.00	408,016.98
8009.0000.359000	CONSERVATION FUND - CPA	CONS	203,191.87		36.68			100,000.00	303,228.55
8010.0000.359000	MARIJUANA STABILIZATION	SEL	136,440.64		(883.77)	3,402.68		(137,791.29)	1,168.26
TOTALS			6,519,667.75	29,590.44	182,596.19	60,430.64	(82,991.80)	289,208.71	6,998,501.93
FUND BALANCE									
Trust Funds			6,519,667.75						6,998,501.93
Agency Funds			340,219.45						313,372.08
			6,859,887.20						7,311,874.01
CASH									
Trust Funds			6,519,667.75						6,998,501.93
Agency Funds			80,147.25						52,698.97
			6,599,815.00						7,051,200.90
LIABILITIES									
8809.0000.359000 Performance Bonds			256,197.20						256,798.11
8812.0000.359000 MUN PLANNING Guar Deposits			-						-
8812.0000.359000.0105 DPW GUARANTEED DEPOSITS			3,875.00						3,875.00
			260,072.20						260,673.11
			6,859,887.20						7,311,874.01

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Agency Funds - Year Ended June 30, 2023								
		<u>7/1/2022</u>						
		<u>FUND BAL</u>	<u>FY2023</u>	<u>FY2023</u>	<u>AJES &</u>	<u>6/30/2023</u>		
<u>Fund Number</u>	<u>Fund Name</u>	<u>FWD</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>	<u>Receipts thru</u>	<u>Remaining Deficit</u>
							<u>9/30/2023</u>	<u>6/30/2023</u>
8801	Firearms	1,537.50	8,325.00	(9,225.00)		637.50		0.00
8802	Police Details	(50,044.99)	209,544.62	(220,458.42)		(60,958.79)	52,630.23	(8,328.56)
8803	Contributory Retirement	(34,645.75)	65,200.64	(65,229.96)		(34,675.07)	34,675.08	0.00
8805	Agency Collector Fees	0.00	40,577.02	(36,892.32)		3,684.70		0.00
8807	MHS Student Activity	129,840.99	257,219.24	(268,238.00)		118,822.23		0.00
8808	FMS Student Activity	33,371.60	52,463.15	(52,113.43)		33,721.32		0.00
8810	Fire Dept Details	(3,203.53)	786.79	(9,408.11)		(11,824.85)	5,461.93	(6,362.92)
8811	Drug Forfeiture	3,291.43	822.00	(821.50)		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	32,560.44	20.36			32,580.80		0.00
8809-258103	Omni Point - Tower	12,066.89	7.54			12,074.43		0.00
8809-258110	Hayes - Carbone Circle	2,554.74	1.59			2,556.33		0.00
8809-258111	Hayes - Deer Hedge	1,316.09	0.82			1,316.91		0.00
8809-258112	Hayes - Kristen Lane	4,664.08	2.91			4,666.99		0.00
8809-258113	Hayes - lantern Lane	4,319.15	2.70			4,321.85		0.00
8809-258114	Hayes - Reeves Road	2,554.74	1.59			2,556.33		0.00
8809-258115	Hayes - Vose Pond/Carriage Ln	18,469.04	11.55			18,480.59		0.00
8809-258116	Nextel Comm - Tower	42,031.24	467.01			42,498.25		0.00
8809-258118	Sprint Spectrum Tower	43,689.98	27.33			43,717.31		0.00
8809-258119	Sprint PCS	41,434.23	25.91			41,460.14		0.00
8809-258121	Hayes - 85410018197	1,727.84	1.08			1,728.92		0.00
8809-258122	Hayes - 85410018205	1,931.08	1.21			1,932.29		0.00
8809-258123	Hayes - 85410017967	3,334.23	2.08			3,336.31		0.00
8809-258124	Hayes - 85410018585	3,115.65	1.95			3,117.60		0.00
8809-258125	Hayes - 85410018189	1,440.09	0.90			1,440.99		0.00
8809-258132	9A Euclid Avenue	23,453.93	14.67			23,468.60		0.00
8809-258133	143 Main Street	15,533.76	9.71			15,543.47		0.00
Total Agency Balance		340,219.45	635,539.37	(662,386.74)	0.00	313,372.08	92,767.24	(14,691.48)

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
General Fund Capital Projects - Year Ended June 30, 2023									
					7/1/2022				6/30/2023
				ORIGINAL	FUND BAL	FY2023	FY2023	FY2023	FY2023
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	AMOUNT	FWD	REVENUE	EXPENSES	Transfers	FUND BAL
5000.0000.359000	Chapter 90 Highway Project		DPW		(24,865.82)	568,767.04	(568,766.94)	24,865.82	0.10
5074.0000.359000	Green Meadow Carpet Replacement	Art 9 ATM - 5/16/11	SCH	100,000.00	602.20				602.20
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
5098.0000.359000	TA/DPW Street light LED Upgrades	Art S1 STM - 5/18/15	DPW	60,000.00	2,008.63		(2,008.63)		-
5109.0000.359000	Fowler Tech/Infrastructure	Art S9 STM - 1/11/16	SCH	150,000.00	7,217.66		(7,217.66)		-
5120.0000.359000	Fire Station OPM Services	Art S9 STM - 5/15/17	FIRE	125,000.00	1,572.56				1,572.56
5121.0000.359000	Fire Station Vehicle Storage	Art S10 STM - 5/17/17	FIRE	100,000.00	24,590.80				24,590.80
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
5133.0000.359000	Fire Dept PS Radio Commun Upgrade	Art 3 ATM - 5/20/19	FIRE	200,000.00	5,882.51		(4,168.91)		1,713.60
5137.0000.359000	Florida Street Repairs	Art 17 ATM - 6/13/20	DPW	280,000.00	95,831.84		(26,286.77)		69,545.07
5138.0000.359000	School Bathroom Facilities Renovation	Art 1 ATM - 6/13/20	FAC	60,000.00	648.71				648.71
5142.0000.359000	School WiFi	Art 16 STM - 10/3/20	SCH	72,000.00	9,480.86		(9,480.86)		-
5143.0000.359000	GMES Feasability Study	Art 18 STM - 10/3/20	SCH	1,000,000.00	747,975.82	325,350.00	(454,493.19)		618,832.63
5144.0000.359000	Fire Station	Art 17 STM - 10/3/20	FIRE	14,000,000.00	5,965,294.11	1,573.00	(4,888,775.37)		1,078,091.74
5147.0000.359000	School District WiFi	Art 8 ATM - 5/15/21	SCH	72,000.00	66,294.37		(66,294.00)		0.37
5149.0000.359000	Golf Course Capital Improvements	Art 4 STM - 10/16/21	DPW	137,316.00	176,809.00		(7,321.50)	56,000.00	225,487.50
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	55,000.00		(48,609.35)		6,390.65
5152.0000.359000	Fire Hose Replacement	Art 8 ATM - 6/11/22	FIRE	40,000.00	40,000.00		(32,458.64)		7,541.36
5153.0000.359000	Town Website Upgrade	Art 8 ATM - 6/11/22	TA	35,000.00	35,000.00		(15,786.24)		19,213.76
5154.0000.359000	1 Summer Street Reuse	Art 8 ATM - 6/11/22	TA	300,000.00	300,000.00		(4,782.90)		295,217.10
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	174,903.00		(25,900.00)		149,003.00
5157.0000.359000	Computer Servers/Workstation Replacement	Art 8 ATM - 6/11/22	TA	39,000.00	39,000.00		(2,103.76)		36,896.24
5158.0000.359000	Roads/Sidewalks Repairs	Art 8 ATM - 6/11/22	DPW	114,375.00	114,375.00		(104,412.28)		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				160,000.00
5161.0000.359000	School District Roof Repairs	Art 8 ATM - 6/11/22	SCH	40,000.00	40,000.00		(39,750.00)		250.00
5162.0000.359000	School District HVAC Repairs	Art 8 ATM - 6/11/22	SCH	50,000.00	50,000.00		(50,000.00)		-
5163.0000.359000	School District Doorways Repairs	Art 8 ATM - 6/11/22	SCH	20,000.00	20,000.00		(19,572.21)		427.79
5165.0000.359000	Fire Truck Lease Payment	Art 8 ATM - 5/15/23	FIRE	118,000.00	-			236,000.00	236,000.00
5168.0000.359000	Ambulance Lease Payment	Art 8 ATM - 5/15/23	FIRE	76,555.26	-		(76,555.26)	153,110.52	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	20,000.00
5172.0000.359000	Election Poll Pads	Art 4 ATM - 5/15/23	TC	12,000.00				12,000.00	12,000.00
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	150,000.00
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	40,000.00
5177.0000.359000	Public Works Backhoe	Art 4 ATM - 5/15/23	DPW	325,000.00				325,000.00	325,000.00
5178.0000.359000	Public Works Leaf Vac Truck	Art 4 ATM - 5/15/23	DPW	14,000.00				14,000.00	14,000.00
5179.0000.359000	Field Street Drainage Project	Art 4 ATM - 5/15/23	DPW	50,000.00				50,000.00	50,000.00
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	100,000.00
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
5187.0000.359000	COA Senior Center Assessment	Art 4 ATM - 5/15/23	COA	35,000.00				35,000.00	35,000.00
	TOTALS			21,590,388.00	8,200,044.82	895,690.04	(6,454,744.47)	1,740,976.34	4,381,966.73

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Water Enterprise Capital Projects - FY2023									
					7/1/2022				6/30/2023
				ORIGINAL	FUND BAL	FY2023	FY2023	FY2023	FY2023
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	13,780.20		(7,780.00)		6,000.20
6322.0000.359000	Old Marlboro Road Generator	Art 11 ATM - 5/21/12	DPW	25,000	-				-
6329.0000.359000	Water Tank Repair	Art 16 ATM - 5/20/13	DPW	1,300,000	65,328.00		(11,051.00)		54,277.00
6343.0000.359000	Water Treatment (Well 4 A)	Art 7 ATM - 6/13/20	DPW	1,500,000.00	1,190,924.37		(1,190,924.37)		-
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)
6345.0000.359000	Ford F350 Truck	Art 23 ATM - 5/15/23	DPW	90,000.00	-			90,000.00	90,000.00
	TOTALS				1,270,032.57	-	(2,209,755.37)	90,000.00	(849,722.80)

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Sewer Enterprise Capital Projects - FY2023									
					7/1/2022				6/30/2023
					FUND BAL	FY2023	FY2023	FY2023	FY2023
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	ORIGINAL 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	9,824.11		(4,000.00)		5,824.11
6425.0000.359000	Capital Equipment Sewer	Art 24 ATM - 6/13/20	DPW	9,750.44	-				-
6426.0000.359000	Vactor Jet Truck	Art 17 ATM - 5/15/21	DPW	500,000	500,000.00		(496,473.23)		3,526.77
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				521,717.41	-	(500,473.23)	220,000.00	241,244.18

FINANCE COMMITTEE

Jillian Prendergast	Chair
Katie Moore	Vice Chair
Cavan Stone	Clerk
Khadijah Brown	Member
Peter Campbell	Member
Linda Holt	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

Ken Estabrook completed his term and Alannah Gustavason resigned in July; the FinCom thanks them for their service. Jillian was appointed to an additional term ending in 2026. Khadijah Brown, Linda Holt and Nathan Wigfield joined as new members. Jillian was nominated Chair, Katie Vice Chair and Cavan 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 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 2022 ATM, an initial \$250,000 was appropriated for Reserve Funds for FY 2023. Reserve Fund Transfers for FY 2023 are listed in the table below; the ending balance of \$133,080.07 reverted to FY 2024 Free Cash.

Department	Purpose	Amount	Balance
	STM Appropriation	\$250,000.00	\$250,000.00
DPW	Fuel	\$50,000.00	\$200,000.00
DPW	Snow and Ice	\$66,919.93	\$133,080.07

Activities During 2023

The FinCom continued to foster ongoing discussions among the various boards, committees, Town staff, department heads, and the entire Maynard community. Meetings in 2023 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) 2024 Town General Fund Budget involved many meetings with department heads and included the Charter-mandated Joint Budget Review on February 11 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 2023, the FinCom started to gather resources to assist in future budget and multi-year planning to be further developed throughout 2024.

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. Cavan and Katie were such representatives to the Green Meadow School Building Committee and the Fincom recommend approving this project at Town Meeting.

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
Lindsay McConchie.....	Member
Benjamin Zauski.....	Member

In 2023, the Capital Planning Committee has focused on continuing to improve the inventory of current and future capital projects and the method for reporting. This year we gained two new members Jonathan Bretz and Ben Zauski. We have met with town department heads to compile all future capital needs into the new Cleargov software and are building this into a five year plan for our town. In this year's plan we recommended 6 projects, most notably safety improvements to the intersection at Concord Street and Route 27. Other projects we recommend to improve the town include fixing the leaky roofs at the schools and library, fire safety equipment and radios, and new police cruisers. In 2024, we will improve our town's capital forecasting by presenting a clearer picture of our current and future capital needs, and suggesting ways we can achieve them, giving our town a better future. Unfortunately, we had to defer many projects to improve the town such as infrastructure improvements, parks, roads, storm water drainage, sidewalks, playgrounds, building repairs, asphalt reclamation, vehicles, and structural repairs. We hope this year we can make more improvements to our town.

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 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 Budget Subcommittee thanks Town Administrator Greg Johnson for his work in providing timely updates throughout the year.

The Budget Subcommittee monitors revenues from property taxes, licenses and fees on a regular basis in addition to tracking the progression of the state budget cycle and its impact on state aid including critical "Chapter 70" funding for education. The Subcommittee also tracks expenses

throughout the cycle, including department requests the prior Fall, budget setting in the Winter, Town Meeting approval in the Spring, monitoring of trends throughout the fiscal year, and close out activities the following Fall. Members of the Capital Planning Committee are regularly invited to attend to present on the annual Capital Improvement Plan (CIP).

The Budget Subcommittee also helped organize a larger meeting of the town's Select Board, Finance and School Committees following the 2023 Annual Town Meeting to align on the towns current fiscal state and future directions. The conversation covered rising education and healthcare expenses, affordability, opportunities for new growth, water capacity planning, the senior center, and recent and upcoming capital projects.

Respectfully Submitted,

Jeffrey Swanberg
Chair, Budget Subcommittee

CONTRIBUTORY RETIREMENT SYSTEM

Active Members.....	192
Inactive Members.....	99
Retired Members.....	140
Total Membership.....	431

ASSETS

Cash	1,247,899.05
Fixed Income	16,620,656.01
Equities	25,202,192.93
Real Estate	6,894,699.17
Alternative Investments	2,193,292.99
Hedge Funds	4,149,410.33
Interest Due and Accrued	3,016.43
Accounts Receivable	101,287.31
Accounts Payable	(74,590.71)
TOTAL ASSETS	<u>\$56,337,863.51</u>

FUNDS AND LIABILITIES

Annuity Savings Fund	9,936,349.39
Annuity Reserve Fund	3,630,480.31
Military Service Fund	37,848.77
Pension Fund	125,450.27
Pension Reserve Fund	<u>42,607,734.77</u>
TOTAL FUNDS AND LIABILITIES	<u>\$56,337,863.51</u>

RECEIPTS

Members Deductions	1,061,258.97
Transfers from Other Systems	368,861.41
Members Make Up Payments and Redeposits	22,882.19
Investment Income Credited to Members Accounts	21,430.34
Investment Income Credited to Annuity Reserve Fund	110,120.57
Reimbursements from Other Systems	185,732.00
Received from Commonwealth for COLA	10,476.35
Pension Fund Appropriation	2,939,274.00
Received from Town to Military Service Fund	8,058.07
Investment Income Credited to Military Service Fund	29.76
Investment Income Credited to Expense Fund	477,063.77
Interest Not Refunded	229.45
Miscellaneous Income	0.00
Excess Investment Income	<u>(8,408,632.72)</u>
 TOTAL RECEIPTS	 <u><u>(\$3,203,215.84)</u></u>

DISBURSEMENTS

Refunds to Members	170,666.51
Transfers to Other Systems	372,583.18
Annuities Paid	785,693.62
Option B Refunds	0.00
Pension Payments	2,700,191.62
Survivorship Payments	253,368.50
Ordinary Disability Payments	20,459.16
Accidental Disability Payments	199,834.64
Accidental Death Payments	59,720.77
Section 101 Payments	0.00
Reimbursements to Other Systems	287,037.18
COLAs Paid	10,062.60
Board Member Stipends	3,000.00
Salaries	62,200.64
Benefits	945.41
Legal Expenses	2,306.25
Fiduciary Insurance	2,273.00
Medical Expenses	0.00
Service Contracts	26,800.00
Accounting Services	9,000.00
Education and Training	3,108.78
Travel	4,322.63
Administrative Expenses	6,089.79
Furniture and Equipment	0.00
Management Fees	318,251.88
Custodial Fees	<u>38,765.39</u>
 TOTAL DISBURSEMENTS	 <u><u>\$5,336,681.55</u></u>

TREASURER-COLLECTOR

Staff

Jenn Welch	Treasurer/Collector
Sandra Baltazar	Assistant Treasurer/Collector (through 9/2023)
Diane Donovan	Assistant Collector

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

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

Tax Collections July 1, 2022-June 30, 2023

	Beginning Balance	Commitment	Abate/Exempt /Refunds/Tax Title Liens	Payments	June 30 th Balance
Real Estate/CPA	269,748	36,770,688	-3,724	-36,595,115	441,597
Personal Property	63,370	1,393,001	2,501	-1,389,877	68,995
Water/Sewer	404,866	5,749,334	-263,531	-5,524,723	365,946
Excise	232,989	1,412,809	-22,939	-1,352,167	270,692

REPORT OF THE TOWN TREASURER FOR THE FISCAL YEAR ENDED JUNE 30, 2023 TOWN OF MAYNARD

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY23
Buildings	14,906,500	-	654,500	14,252,000	432,983
Departmental Equipment	-	-	-	-	-
School Buildings	4,022,900	-	369,300	3,653,600	183,249
School - All Other	-	-	-	-	-

Sewer	91,400	-	38,900	52,500	3,902
Solid Waste	-	-	-	-	-
Other Inside	810,700	-	156,800	653,900	20,310
SUB - TOTAL Inside	19,831,500	-	1,219,500	18,612,000	640,443

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY23
School Buildings	9,770,000	-	1,710,000	8,060,000	255,695
Sewer	6,374,535	-	537,859	5,836,676	141,862
Solid Waste	78,500	-	13,000	65,500	3,600
Water	3,099,000	-	609,000	2,490,000	97,351
Other Outside	36,000	-	8,500	27,500	1,588
SUB - TOTAL Outside	19,358,035	-	2,878,359	16,479,676	500,096
TOTAL Long Term Debt	39,189,535	-	4,097,859	35,091,676	1,140,538

Short Term Debt	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
RANs - Revenue Anticipation					
BANs - Bond Anticipation:					
Buildings					
School Buildings					
Sewer					
Water	1,000,000	1,000,000	1,000,000	1,000,000	29,917
Other BANs					
SANs - State Grant Anticipation					

FANs - Federal Gr. Anticipation					
Other Short Term Debt					
TOTAL Short Term Debt	1,000,000	1,000,000	1,000,000	1,000,000	29,917

GRAND TOTAL All Debt	40,189,535	1,000,000	5,097,859	36,091,676	1,170,455
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Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescinded	= Unissued 6/30/2023
Wastewater Treatment Plant	5/19/2009	4	1,300,000	1,237,000	63,000
Land Acquisition	10/26/2011	8	250,000	-	250,000
Green Meadow Elementary School Roof Replacement	6/13/2020	14	300,000	230,000	70,000
Fire Station Construction	10/3/2020	17	16,000,000	14,000,000	2,000,000
Water Treatment #4 Facility Capital Improvements	5/15/2021	18	1,000,000	-	1,000,000
Additional Water Treatment Plant #4 & Wellfield Development Capital Improvements	10/24/2022	1	5,000,000	-	5,000,000
SUB -TOTAL Additional Sheet(s)			23,850,000	15,467,000	8,383,000

Bureau of Accounts, Statement of Indebtedness Detail

Long Term Debt Inside the Debt Limit Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
December 21 2007 Part Adv of 2003 BofA -Part Adv Ref of 2003 Sewage Treatment Fa	20,000	-	20,000	-	760
December 21 2007 Part Adv of 2003 BofA -Part Adv Ref of 2003 Sewer (I)	10,000	-	10,000	-	380
February 15 2012 -Country Club Land Acquisition (I)	580,000	-	110,000	470,000	11,900
February 14 2013 -Parking Lot- Fowler School Gym Demolition (I)	90,000	-	15,000	75,000	2,170

December 8 2016 -Cur Ref of Feb 1 07- Library (IE)	580,000	-	195,000	385,000	14,595
August 27 2020 -Green Meadow Elementary School Roof (IE)	174,000	-	40,000	134,000	7,700
August 27 2020 -Cur Ref 1 15 10 Police Station (IE)	1,165,500	-	194,500	971,000	53,413
August 27 2020 -Cur Ref 1 15 10 School Boilers (IE)	202,000	-	35,000	167,000	9,225
June 23 2021 -Fire Station (IE)	13,161,000	-	265,000	12,896,000	364,975
June 23 2021 -Cur Ref of Sept 29 2011- High School 1 (IE)	1,915,600	-	152,600	1,763,000	87,373
June 23 2021 -Cur Ref of Sept 29 2011- High School 2 (IE)	1,474,200	-	116,800	1,357,400	67,252
June 23 2021 -Cur Ref of Sept 29 2011- Wastewater Treatment (I)	61,400	-	8,900	52,500	2,762
June 23 2021 -Cur Ref of Sept 29 2011- Green Meadow System (I)	257,100	-	24,900	232,200	11,699
June 23 2021 -Cur Ref of Sept 29 2011- Park/Playground Imp (I)	90,500	-	17,900	72,600	4,078
June 23 2021 -Cur Ref of Sept 29 2011- Athletic Field (I)	50,200	-	13,900	36,300	2,163
TOTAL	19,831,500	-	1,219,500	18,612,000	640,443

Long Term Debt Outside the Debt Limit Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
November 26 2004 DW 00-11 (O)	320,000	-	320,000	-	8,000
December 21 2007 Part Adv of 2003 BofA -Part Adv Ref of 2003 School (OE)	960,000	-	960,000	-	36,480
December 21 2007 Part Adv of 2003 BofA -Part Adv Ref of 2003 Water Mains (O)	10,000	-	10,000	-	380
December 21 2007 Part Adv of 2003 BofA -Part Adv Ref of 2003 Water Mains II (O)	5,000	-	5,000	-	190

July 8 2010 MWPAT CWS-08-31 (O)	2,584,758	-	264,761	2,319,997	49,048
February 15 2012 -High School (OE)	4,355,000	-	395,000	3,960,000	101,643
February 14 2013 -High School Construction (OE)	4,455,000	-	355,000	4,100,000	117,573
October 4 2013 -Water (OSS)	295,000	-	145,000	150,000	6,675
October 4 2013 - Mockingbird Pump Station Construction (OSS)	340,000	-	25,000	315,000	11,750
May 14 2015 MWPAT CWS-08-31-A (O)	2,554,777	-	208,098	2,346,679	49,015
August 8 2018 -Water Construction I (O)	405,000	-	15,000	390,000	14,575
August 8 2018 -Water Construction II (O)	135,000	-	5,000	130,000	4,813
August 8 2018 -Water Analysis (O)	225,000	-	30,000	195,000	8,400
August 8 2018 -Sewer Improvements (O)	895,000	-	40,000	855,000	32,050
August 27 2020 -Cur Ref 1 15 10 WWTP I (O)	149,000	-	26,500	122,500	6,788
August 27 2020 -Cur Ref 1 15 10 WWTP II (O)	105,000	-	17,500	87,500	4,813
August 27 2020 -Cur Ref 1 15 10 Remediation - Petroleum (O)	26,500	-	4,000	22,500	1,225
August 27 2020 -Cur Ref 1 15 10 Remediation - Landfill (O)	78,500	-	13,000	65,500	3,600
August 27 2020 -Cur Ref 1 15 10 Remediation - Winter St. (O)	9,500	-	4,500	5,000	363
June 23 2021 -Water Treatment Capital Improvements (O)	1,450,000	-	35,000	1,415,000	42,719
TOTAL	19,358,035	-	2,878,359	16,479,676	500,096

Short Term Debt Report by Issuance	Outstanding July 1, 2022	+ New Debt Issued	- Retirements	Outstanding June 30, 2023	Interest Paid in FY2023
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April 29, 2022 BAN - Water Treatment #4 Facility Capital Improvements	1,000,000	-	1,000,000	-	29,917
April 28, 2023 BAN - Water Treatment #4 Facility Capital Improvements	-	1,000,000	-	1,000,000	
TOTAL	1,000,000	1,000,000	1,000,000	1,000,000	29,917

Town Wages for Calendar Year 2023

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

Adams, Andrea	17,734.00	Kadlec, Anne	382.50
Agyeman, Justice	15,752.23	King, John	148,507.91
Akillian, Carol	69,703.42	Kozik, Patricia	50,412.92
Alexander, James	52,121.14	Kramer, Brian	100,785.05
Alexander, Rachel	66,878.39	Kwagala, Ivan	80,424.24
Alford, Lauren	1,812.00	Ladd, Frederick	96,404.03
Alford, Sarah	1,825.50	Landry, Timothy	24,639.12
Anselmo, Bruce	165.00	Languzzi, Patrick	12,208.87
Arbour, Frank	8,365.89	Latta, Mark	81,921.10
Asmann, Richard	83,141.10	Lawless, Angela	145,343.75
Aulenback, Ralph	24,900.46	Leaver, Elizabeth	6,113.05
Avril, Emmanuel	40,273.33	Lenicheck, Harold	2,702.25
Bailey, Margaret	558.75	Loomer, James	5,384.80
Baltazar, Sandra	73,775.13	Loveless, Amy	83,276.66
Balzotti, Gregory	5,414.24	MacDonald, Joseph	81,308.42
Banatoski, James	94,916.00	Maguire, Jean	87,260.57
Barakat, Sarah	11,920.00	Mahoney, Dylan	46,252.77
Bergman, Erin	1,587.00	Malatesta, Donald	9,235.09
Bergman, Megan	1,452.00	Malcolm, Mark	52,341.22
Bernard, Ryan	82,514.18	Malcolm, Sheila	202.50
Blackington, Jordan	84,960.80	Manchuso, Trista	140,743.36
Bodwell, Daniel	129,890.09	May, Paul	11,673.91
Boudreau, Jeffrey	106,703.91	McCann, Allison	108,118.95
Brainard, Kyle	86,596.95	McCann, Elaine	626.25
Brown, David	1,500.00	McCue, Mary	15,002.30
Bulger, Mary	562.50	McDonald, Gail	536.25
Cacciatore, Daniel	3,210.19	McDonald, Matthew	62,371.17
Casabona, Abigail	4,799.88	McGowan, James	89,171.54

Cawthron, Justyne	24,704.25	McLaughlin, Lisa	3,041.68
Cetrone, Linda	187.50	Mealey, Debra	63,868.36
Chetwynd, Bradford	15,529.00	Moore, Brandon	9,951.71
Chiasson, Niccole	1,205.41	Morahan, Joseph	86,228.95
Coelho, Christopher	2,745.00	Morando, Marie	67,960.95
Connolly, Catrina	1,968.43	Morrison, Peter	15,181.00
Conquest, Ellen	435.00	Morrow, Elizabeth	315.00
Corrigan, Shawn	6,054.46	Mullally, Timothy	126,771.84
Cuccio, Dylan	15,266.43	Muraguri, Leon	98,940.35
Cullinane, Thomas	5,344.67	Murphy, Sean	378.00
Currier, Marc	103,687.59	Murphy, Gail	371.25
Currin, Barbara	438.75	Nemser, William	88,964.23
Cushing, Brian	136,572.93	Noble, Michael	174,201.75
Cutone, Nicholas	36,305.77	Nyholm, Karl	32,427.99
Davoll, Eric	110,306.79	Oliveira, Marcos	81,869.04
Dawson, James	32,993.92	Palola, Tom	98,921.90
Dee, Nathan	85,408.51	Parker, Janine	10,095.47
DeMarco, Justin	142,536.60	Parker, Joseph	67,658.56
DeMars, John	69,427.89	Parr, Michael	157,887.87
DeMars, Kenneth	58,611.40	Pelletier, Melissa	412.50
Desjardins, Craig	155,986.84	Petersen, Brian	147,428.99
Dickerson, Shawn	80,800.89	Petersen, Kevin	86,746.90
Distefano, Lucie	64,127.18	Petipas, Casey	72,020.88
Dolan, Anita	2,797.50	Piel, Zoe	57,832.86
Donovan, Diane	53,565.43	Plourde, Lauri	33,595.87
Doughty, Jacob	50,470.58	Portis, Alan	119,098.52
Doyle, Joseph	80,685.12	Primiano, John	97,762.43
Duggan, Stephanie	84,845.77	Reardon, Dianne	82,410.62
Edmands, Danielle	3,340.00	Riviere, Labady	33,736.61
Erdal, Semra	13,030.72	Robichaud, Jeremy	80,546.14
Falcao, Andrew	29,672.00	Row, Ronald	79,607.94
Ferguson, James	70,074.66	Rydzewski, Julia	1,466.25
Finnerty, Sarah	100,836.26	Sahlberg, Adam	35,479.50
Fino, Patricia	247.50	Schrader, Joshua	106,708.96
Flanary, Julia	72,013.81	Seeley, Richard	113,757.67
Flannery, Angelina	2,355.00	Sharaffa, Alicia	65,798.97
Flynn, Maura	461.25	Sheehan, Joanne	2,902.50
Foster, Joseph	102,218.56	Silverstein, Steven	7,788.46
Gates, Kristin	107,402.12	Solomon, Lula	1,586.25
Geldart, Brenda	180.00	Stanley, Wayne	11,243.45
Geldart, Robert	180.00	Stowers, Anthony	31,635.95
Genetti, Richard	73,365.14	Sutherland, Michael	116,396.41
Gennaro, Joseph	100,477.63	Thurston, Sarah	50,379.85

George, Daniel	17,600.00	Tomyl, Mark	149,304.39
Gorman, Kristen	1,318.77	Tricca, Ruby	1,107.00
Gross, Travis	94,380.13	Troiano, Christopher	144,443.05
Hakey, Patrick	115,299.83	Tuomi, Matti	90,155.18
Harrold, Marianne	67,995.39	Tyler, James	10,806.71
Hatch, Michael	104,365.73	Wasiuk, Edwin	101,742.72
Hatch, Nancy	221.25	Webb, Samuel	420.00
Hatch, Sheneil	50,340.03	Webster, Beth	26,956.53
Higley, Mikhail	68,522.79	Welch, Jennifer	91,399.78
Houle, Jeffrey	97,537.93	Wellborn, Christopher	148,585.35
Hull, David	210.00	Wilson, Anne	468.75
Hureau, Jennine	92,595.61	Wilson, Gregory	73,681.92
Janvrin, Kevin	9,360.99	Worthington, Joseph	132,093.06
Johanson, Ryan	98,579.49	Wright, Ann	168.75
Johnson, Gregory	136,712.90	Zammuto, Megan	28,677.14
Jones, Stephen	10,697.10		

School Wages for Calendar Year 2023

Wages may reflect more than one department and overtime

Adams, Jennifer	110,389.61	Labelle, Jean	101,000.05
Adamson, Candace	99,736.11	Lackard, Ashley	68,556.93
Alford, Rebecca	23,642.53	LaFrance, Joshua	61,519.87
Alvarez, Karen	1,850.00	LaMoy, Allison	12,749.01
Andrade, Angelina	1,005.00	Lamy, Janet	78,813.48
Andrade, Colleen	80,585.44	Landers, Nanda	31,972.87
Andrade, William	21,577.00	Lawton, Denise	100,906.11
Arcelay, Susan	84,589.89	LeBlanc, Cynthia	19,943.53
Aroian, Karen	27,489.51	LeBlanc, Marie	56,271.70
Arria, Michael	60,648.12	LeBlanc, Sandra	104,416.61
Arsenault, Tina	22,029.10	Lee, Katherine	4,465.00
Aukstikalnis, Suzanne	35,271.87	Leigh, Kimberly	37,307.86
Bailey, Amanda	88,802.82	Lerner, Rochelle	104,024.11
Ballard, John	62,437.34	Lesage, Carol	25,338.41
Bamberg, Martin	3,720.00	Lesage, Harry	4,402.00
Banta, Joseph	83,894.71	Levine, Jay	70,232.93
Barbagallo, John	72,589.91	Lewis, Ellen	63,019.25
Barbella, Peter	1,550.00	Lewis, Jennifer	87,983.43
Bareng, Conor	7,610.72	Lind, Janice	94,212.00
Barrieault, Courtney	700.00	Lindquist, Karen	110,155.80
Barth, Michael	66,807.46	Lochiatto, Joanne	62,573.94
Battaglia, Deborah	69,896.87	Loynd, Jennifer	28,360.36

Baudin, Megan	91,149.09	Lucas, Gail	54,862.25
Baylis, Melissa	83,988.16	Luther, Douglas	101,106.11
Beaulieu, Brian	65,674.21	Lyons, Joseph	60,224.27
Beitia, Marta	79,158.21	MacPhee, Dana	100,712.54
Berger, Melissa	87,370.98	Makovoz, Betty	93,229.56
Blanchard, Lucinda	56,018.23	Malaxos, Syd	115,508.82
Bloomstein, Eric	6,782.46	Mamoon, Reshma	3,569.62
Boardman, Lisa	99,736.11	Mancini, David	1,301.33
Boerman, Thomas	5,331.00	Marek, Nathalie	45,295.05
Boerman, Zachary	1,200.00	Marrese, Christopher	101,758.11
Bottos, Maria	65,303.46	Martinez, Sira	87,370.98
Bourgeois, Maria	70,139.51	Masella, Michelle	89,431.48
Bradley, Susan	14,309.13	Mauroy, Ariane	2,101.50
Braman, Hilary	34,768.30	Mazeika, Samantha	98,556.65
Brancaleone, Joseph	84,414.70	McDonagh, Lisette	22,576.89
Bratica, Kathleen	99,736.11	McDonald, Erin	2,520.00
Breckenridge, Ann	47,746.17	McDonald, Gail	7,812.75
Brennan, Maggie	650.00	McDonald, Scott	2,362.00
Brennan, Mary	29,446.81	McFadden, Vanetta	43,175.00
Briggs, Katherine	3,400.00	McKayven, Jennifer	1,500.00
Briggs, Patrick	2,100.00	McPhail, Melissa	102,774.31
Briggs, Stacey	15,550.00	Mehigan, Michael	18,794.65
Brunelle, Olivia	84,534.93	Milch, Caroline	950.00
Burke, Shawn	2,874.33	Mills, Kelly	3,103.00
Byron, Karen	10,200.00	Minasian, Mark	37,176.58
Cabral, Jason	49,042.24	Miranda, Gabriela	17,073.77
Cairns, Valerie	88,761.27	Mitchell, Christine	56,001.70
Caloggero, Steven	104,939.61	Mohney, Lynn	2,400.00
Campbell, Lindsey	12,679.90	Monachino, Laura	93,055.76
Caragianes, Charles	135,578.78	Moniz, Victoria	10,517.28
Carroll, James	1,330.67	Morales, Karina	23,521.97
Castillo, Jessica	27,531.85	Morello, Michael	78,131.70
Cavaretta, Dean	12,737.56	Morgan, Alexandra	1,750.00
Chan, Maggie	62,032.76	Morrison, Terri	89,987.63
Chan, William	63,071.36	Morse, Michelle	500.00
Chang, Shan	11,213.56	Muldoon, Lynda	91,940.00
Chivukula, Swathilekha	253.66	Mullen, Ethan	1,900.00
Clark, Sofia	450.00	Murphy, Karen	53,602.67
Coen, Patricia	23,442.53	Murphy, Marie	118,911.61
Cohen, Janet	55,668.43	Nagel, Cory	20,311.68
Coleman, Hannah	2,081.04	Newey, Anne	18,449.45
Coleman, Marlene	107,837.61	Nguyen, My	55,592.46
Connolly, Alicia	1,165.75	Norcross, Brenna	53,599.06

Considine, April	1,050.00	Nyholm, Karl	3,837.00
Conway, Sean	96,758.05	Ogden, John	82,023.21
Copeland, Erin	22,322.26	Ohs, Marcy	300.00
Coppola, Cheryl	103,821.61	Ordway, Robert	53,895.38
Corcoran, Carol	24,031.84	Otterson, Lilian	350.00
Corcoran, Daniel	900.00	Padalino, Lisa	96,758.05
Corrigan, Kaitlyn	87,370.98	Paisner, Sarah	78,131.70
Cortez, Chris	24,312.25	Palmer, Olivia	200.00
Cotter, Brenna	88,270.98	Paoletti, Lisa	9,743.20
Cotter, Michael	99,736.11	Parquet, Amy	27,833.23
Coverdale, Katherine	13,985.46	Paterno, Jeffrey	91,456.48
Crossland, Virginia	1,500.00	Patrikis, Elaine	29,041.91
Daly, Kathleen	2,823.00	Peralta, Tammy	86,868.57
Danforth, Julie	95,564.82	Perreault, Sarah	23,217.53
Dangelo, Nancy	26,838.59	Perry, Catherine	94,596.56
Dankner, Ilana	19,893.29	Petroskey, Amy	77,155.52
De, Rafael	87,370.98	Pfeffer, Gervase	99,736.11
DeArville, Sarah	35,176.91	Phillips, Madison	28,868.29
Dekker, Bertram	63,439.57	Pileeki, Emily	87,511.16
Dennehy, Jessica	51,196.62	Pileeki, Nicholas	100,493.37
Dewalt, Clayton	6,279.00	Pinta, Natalie	45,975.14
Dias, Caitlyn	66,558.93	Poh, James	3,992.00
DiSalvatore, Lisa	92,176.48	Potito, Laura	58,623.14
Ditto, Karen	84,021.21	Prehl, Christopher	13,899.70
Doktorov, Olga	106,237.30	Quintal, Alain	27,182.48
Donahue, Joseph	47,094.84	Quintal, Ellen	29,104.09
Duddy, AnnMarie	87,370.98	Radler, Richard	4,350.00
Duffy, James	10,700.00	Ramos, Cassie	58,243.70
Dunton, Susan	14,000.00	Ramos, Julian	22,042.30
Elkins, Denise	8,706.00	Raschi, Jason	3,656.00
Falkoff, Johanna	99,772.11	Ray, Sharon	20,196.26
Fedore, Michael	22,829.94	Reed, Megan	81,466.43
Feinstein, Cheryl	88,817.94	Reilly, Lois	29,335.11
Fernald, Nicole	102,092.97	Reyes, Angela	83,823.21
Ferranti, Jeffrey	117,320.62	Ricci, Catherine	98,006.88
Fiehler, Lucas	47,513.30	Robichaud, Cori	78,557.10
Finnegan, Mary	41,985.00	Roche, Barry	5,086.00
Fioretti, Jennifer	89,573.76	Roche, Marie	20,397.67
Flooks, Cristin	525.00	Rocheleau, Rhonda	77,604.45
Flynn, Erin	2,550.00	Rockel, Cynthia	87,370.98
Flynn, John	99,736.11	Rodgers, Kelsey	47,593.30
Flynn, Kathleen	22,609.40	Roth, Valerie	69,069.43
Foley, Jill	23,955.13	Rouleau, Robert	120,464.02
Foote, Debra	2,779.31	Rush, Caroline	66,108.93

Foss, Kelly	103,821.61	Rutherford, Ann	96,758.05
Fowler, Ian	4,216.00	Ryan, Melissa	27,474.02
Fox, Linda	23,417.53	Sage, Erin	20,396.63
French, Beverly	28,918.24	Saha, Srabani	29,578.12
Fullam, Hannah	77,887.80	Saia, Richard	1,715.38
Gage, Alan	600.00	Sangiovanni, Jamie	109,129.10
Galdamez, Monica	63,157.05	Savard, Anthony	79,727.01
Gallagher, Sydney	7,377.71	Savard, Austin	10,700.00
Gamboni, Vilma	97,262.05	Savoie, Robert	84,396.10
Gapp, Carly	160.86	Saysourivong, Ashley	200.00
Geiger, McGaunn	4,131.00	Scalese, Jennifer	68,264.90
Genetti, Charles	58,926.49	Scesny, Justin	57,307.83
Gerondeau, Patricia	102,441.41	Scharr, Amanda	58,966.56
Ginnity, Laura	99,736.11	Schwab, Timothy	5,700.00
Giunta, Lauren	99,736.11	Searle, Zury	2,580.12
Giusti, Michelle	14,459.13	Shayan, Liliya	11,875.68
Gobron, Charles	58,333.28	Shields, Jennifer	84,698.75
Gonsalves, Dominique	65,498.07	Simmons, Haley	16,584.70
Graham, Melissa	95,107.00	Sinopoli, Mark	89,370.98
Gray, Samantha	57,839.82	Skura, Mindy	84,832.85
Greene, Laura	57,757.70	Skura, Stephanie	950.00
Greer, Elizabeth	40,560.64	Snyder, David	106,237.16
Grzegorzczak, Bartosz	5,331.00	Sokolowski, Edward	56,977.31
Gubala, Malgorzata	23,392.53	Soler, Maria	99,479.48
Gubala, Piotr	3,904.00	Sommer, Melissa	43,840.81
Gustafson, Megan	24,918.84	Sonti, Aruna	12,625.28
Gwozdz, Alyssa	600.00	Soto, William	33,342.66
Gwozdz, Cheryl	22,597.97	Steigerwald, Stephanie	103,982.61
Haas, Brian	181,447.58	Steiner, Adam	105,007.88
Hales, Travis	65,846.93	Stewart, James	5,240.00
Hall, Jennifer	2,150.00	Stewart, Jane	55,592.46
Hamilton, Beth	1,850.00	Sullivan, Brenda	120,850.61
Hannon, Traci	28,931.75	Sullivan, Kathleen	63,317.18
Hanson, Charles	900.00	Sullivan, Margaret	89,441.48
Hardy, Claudia	26,670.75	Swenson, Kiley	53,646.96
Harrington, Nikki	63,727.57	Tamburri, Kathleen	13,560.25
Harrison, David	96,377.78	Taveras, Enerolina	97,028.05
Hatch, Catherine	19,735.23	Taylor, Ann	89,170.98
Hatch, Denise	115,170.11	Thomas, Nathaniel	94,045.00
Hayner, Kelly	99,736.11	Thompson, Regan	75,659.93
Haynes, Nancy	40,219.25	Tierney, Amy	61,785.98
Hobbs, Debora	101,980.87	Tiru, Sabrina	30,250.73
Holly, Deborah	85,233.19	Tishler, Alison	87,370.98

Hough, David	82,901.10	Torres, Emilio	4,707.00
Howes, Kristyn	5,827.67	Travers, Michelle	108,709.61
Howes, Paul	5,827.67	Tredeau, James	83,754.57
Hucknall, Yvonne	46,800.34	Tucker, Marie	22,919.03
Hull, Olivia	17,169.84	Tucker, Meghan	20,396.52
Hutchinson, Amy	22,456.16	Valenti, Stephen	36,093.75
Iannarelli, Michael	55,609.60	Vanaria, Taylor	46,226.34
Ignachuck, Jean	4,908.75	VanDeBogert, Erin	10,100.00
Iorio, Jackelyn	53,794.37	Vavra, Bethany	95,132.09
James, Lisa	64,724.72	Velasquez, Jeffrey	58,334.99
Jamieson, Amy	66,012.26	Verchin, Jay	14,455.54
Jeffrey, Erin	61,080.16	Viros, Viviane	93,137.98
Jones, Charlotte	99,736.11	Waldron, Michael	101,854.11
Jones, Jennifer	108,213.11	Walsh, Denise	2,884.67
Jones, Minor	12,784.32	Walsh, Jacqueline	400.00
Justason, James	20,170.92	Ward, Jennifer	40,064.17
Kelley, Sean	68,939.21	Watts, Jean	11,475.48
Keogh, Rebecca	3,720.00	Webb, Steven	2,596.00
Kiley, Debora	23,016.68	Weeks, Emmeline	1,350.00
Kinney, Keith	56,769.24	White, Heather	29,095.14
Kitchell, Christopher	50,267.00	White, Wayne	117,990.93
Kozik, Kevin	91,461.31	Willis, Christine	22,545.33
Kranz, Elisabeth	88,450.98	Wood, Randal	71,180.43
Krasinski, Katherine	99,736.11	York, Elizabeth	124,449.24
Kuhn, Philip	150.00	Zmijak, Judith	769.20

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

On behalf of the Board of Assessors we would like to congratulate Marianne Harrold on her recent recognition award for her 15 years of dedicated service to the Town of Maynard. Marianne is very customer service oriented and specializes in many areas of the assessing department. Many of you may have met Marianne on your visit(s) to town hall whether it be for Excise Tax, Abutters lists or Tax Exemptions Etc... Marianne is a terrific asset to the Town of Maynard, and I am lucky to have her as my Assistant.

I, Rick Ladd, am honored to be your Chief Assessor. I recently completed my first full year here in town. Working in Real Estate for over 30 years along with working as the assistant assessor in Concord (10+ years), really prepared me for my transition into the Chief Assessor role here in Maynard. I very much have enjoyed my first year in town and look forward to many more.

Fiscal Year 2024 was an Interim Year Valuation. We received our certification for our tax rate from the Department of Revenue on November 17, 2023. The assessing staff captured \$463,826 in growth this year. There were approximately 572 inspections completed by the Assessor's office and Patriot Properties. We continue to strive for accuracy in recording real and personal property data and to meet all requirements established by the Department of Revenue.

The Town of Maynard had 4,201 taxable parcels and 132 exempt parcels for Fiscal Year 2024.

Total amounts to be raised:

	Est Rcpts/Other Revenue	Tax Levy	Amt to be Raised	%Change
FY2019	\$20,075,658	\$31,359,562	\$51,435,220	4.4%
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%

Tax Rate History

	Shift	Residential/Open Space	Commercial/Industrial/Personal Property
FY2019	1.32	\$21.04	\$28.86
FY2020	1.31	\$20.64	\$27.89
FY2021	1.29	\$20.15	\$26.81
FY2022	1.29	\$20.52	\$27.36
FY2023	1.29	\$18.97	\$25.24
FY2024	1.29	\$17.88	\$23.81

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

Property Type	Count	Value	Property Type	Count	Value
Single Family	2695	\$1,253,563,400	Single Family	2699	\$1,364,993,300

Condominium	594	\$283,756,100	Condominium	601	\$313,182,100
Miscellaneous	11	\$6,983,300	Miscellaneous	12	\$8,359,500
Two Family	233	\$103,953,400	Two Family	229	\$108,805,900
Three Family	25	\$11,440,700	Three Family	24	\$11,714,600
Four and up	48	\$57,119,200	Four and up	48	\$62,905,400
Vacant land	85	\$3,964,800	Vacant land	85	\$3,868,800
Open Space	0	\$0	Open Space	0	\$0
Commercial	138	\$77,895,000	Commercial	138	\$85,562,000
Industrial	21	\$37,284,300	Industrial	21	\$39,315,000
Chapter 61(Land)	2	\$2,582	Chapter 61(Land)	2	\$2,798
Chapter 61A(Land)	5	\$22,414	Chapter 61A(Land)	4	\$12,672
Chapter 61B(Land)	1	\$80,475	Chapter 61B(Land)	1	\$80,475
Mixed Use	26	\$24,875,500	Mixed Use	26	\$26,361,600
Personal Property	350	\$55,190,239	Personal Property	311	\$64,608,061
		FY2023			FY2024

At the Classification Hearing held on November 8, 2023, the Select Board voted to split the tax rate using a 1.29 percent split which resulted in a tax rate of \$17.88 for residential and open space and \$23.81 for commercial, industrial, and personal property. For Fiscal Year 2024 new values and new growth were certified on October 11, 2023 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
2019	\$1,434,578,056	11.28%	\$31,359,563	3.24%
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%

Valuation by Property Class:

Property Class:	FY2022	FY2023	FY2024
Residential	\$1,540,867,742	\$1,733,695,965	\$1,887,526,072
Open Space	\$0	\$0	\$0
Commercial	\$83,896,539	\$88,304,156	\$96,556,998
Industrial	\$39,166,400	\$38,941,050	\$41,108,075
Personal Property	\$47,865,096	\$55,190,239	\$64,608,061
Total	\$1,711,795,777	\$1,916,131,410	\$2,089,799,206

Levy by Property Class:

Property Class:	FY2022	FY2023	FY2024
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Residential	\$31,618,606	\$32,888,212	\$33,748,966
Open Space	\$0	\$0	\$0
Commercial	\$2,295,409	\$2,228,797	\$2,299,022
Industrial	\$1,071,593	\$982,872	\$978,783
Personal Property	\$1,309,589	\$1,393,002	\$1,538,318
Total	\$36,295,197	\$37,492,883	\$38,565,089

Respectfully submitted,

Rick A. Ladd, MAA
Chief Assessor

Education

SUPERINTENDENT'S REPORT

During the calendar year 2023, we made progress in many areas. One area of particular focus was with our multilingual students and families. We continued striving for an inclusive and supportive community, so we must actively address the needs of non-English speakers. We have made significant progress in the last few years. This is our moral obligation. Supporting linguistic diversity contributes significantly to our community's overall success and well-being. This topic was part of the discussion with our leadership team, and it focused on DEI, the DEI Committee, and our Multilingual Committee. Here are some key initiatives and reminders of our focus areas:

Language Assistance: Ensure that non-English speakers can access language assistance services, including translation and interpretation, to facilitate effective communication. For example,

- Teachers use Class Dojo, Talking Points, or Remind for communication, which all translate automatically.
- Teachers also send emails and use Google Translate to add the translation.

Cultural Awareness: Foster a culture of cultural awareness and sensitivity among all staff members. Appreciating diverse perspectives enriches our educational environment. For example,

- Maynard has hired a trilingual family liaison who assists in bridging the cultural gaps we experience with our Multilingual families.
- Staff, the family liaison, and parents attended the Better Together DESE-sponsored Summit in Marlboro to foster cultural awareness.
- Staff attended an Equity By Design course.

Multilingual Communication: Provide important communications and materials in multiple languages, ensuring that crucial information is accessible to all community members. For example,

- All school and district newsletters have translation capabilities.
- Schools send out invitations in various languages for events.
- Our family liaison and individual staff members contact families through email, Talking Points, or Remind.
- School nurses translate necessary information.

Community Engagement: Actively engage with non-English-speaking families. Create avenues for open communication to understand their unique needs and concerns better. For example,

- Our ELPAC meetings have been a successful and valuable forum for our multilingual parents and guardians. More families are in attendance at each meeting.
- The HS international dinner is an opportunity for community engagement.
- The ML teachers and IT department are offering monthly ASPEN information sessions to ML parents and guardians based on a survey they completed. They asked for help with ASPEN, and we have responded by offering these sessions.

Language Learning Support: Offer additional language learning support for students and their families. This could include language classes, resources, or information on local language programs. For example,

- Notices about adult language programs offered in Hudson and at the Maynard Public Library have been sent home.
- We have a paraprofessional who works with ML students at the HS.

Inclusive Events: Ensure that school events and activities are inclusive, considering the diverse linguistic backgrounds of our community members. Provide support for participation in these events. For example,

- We offer interpreters for any event or activity.
- Our family liaison is available to answer any questions parents may have and to personally invite parents to attend events. He is available for interpretation.
- My experience is that they benefit greatly when we get ML students involved in drama, sports, clubs, or events. Teachers work hard to include our ML students. We currently have a student from Ukraine who tried out for the Fowler play and got a part, thanks to encouragement from her teachers.

Staff Training: Organize professional development opportunities for staff to enhance their skills in supporting non-English speakers. This could include workshops on effective communication strategies. For example,

- Our ML teacher has offered short, focused PD at the high school staff meetings.
- Our staff is 99% SEI endorsed.
- A week-long summer PD on strategies to teach ELs was offered to staff.
- A 15 PD training was offered to staff in the past.
- Various EL trainings are shared with staff in our districtwide PD newsletter.
- Our ML teachers are always available to work individually with teachers and staff and collaborate on offering ideas, strategies, and cultural insights.
- Our ML teachers attend the MATSOL conference annually to participate in this fabulous local PD. We learn from others about best practices for training and assisting staff.

Feedback Mechanism: Establish a feedback mechanism to gather insights from non-English speakers regarding their experiences and suggestions for improvement. For example,

- Our monthly Multilingual Committee District-wide meetings are typically attended by all ML teachers, Spanish Immersion teachers, administrators from all schools, the liaison, the Superintendent, and the Curriculum Director. At these meetings, we have established a forum to improve our programs based on feedback from parents and staff.
- Our ELPAC meetings offer a place for our ML parents and guardians to share their insights and make suggestions for improvements in our programming.

Remember, actively embracing and supporting linguistic diversity creates a more inclusive and harmonious community.

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 has been underway for several months now, and we are working to have a successful town vote to enable us to have a new set of bleachers, bathrooms, a concession stand, and a press box.

A Solar Project at Maynard High School has been approved in 2023 and will begin construction in February 2024. This is a welcome addition to the high school and the school system 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 in unison to achieve the best possible learning environment for all students.

MCAS

The Maynard Public Schools continue to work strategically to improve our accountability results. 99% of students in grades 3-9 took the MCAS tests as required in 2023, and 99% of students in grade 10 took the MCAS test in 2023. Students in grades 3-8 and 10 took English Language Arts and Math MCAS tests, and Students in grades 5, 8, and 9 took Science tests as well.

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 will allow teachers to adjust curriculum to each student individually as needed.

The results among our Spring 2023 test takers are consistent with state results showing moderate declines in several grades in the aftermath of severely COVID-impacted school years.

Many students missed varying amounts of school last year, with some missing larger chunks of time last year due to contracting or exposure to COVID and following through with quarantining protocols.

Credit Recovery and Enrichment Programs were implemented this past summer in response to what was observed last year. Additionally, weekly team meetings are in place this year, along with a Building Based Support Team referral system that actively identifies students needing additional support and refers them to a Credit Recovery Program already in effect this school year and has been running since mid-September. The counseling staff and our teaching staff are also mindful of the social and emotional impact of the COVID-19 pandemic over the past three years and are working with students to reconnect them to the school, peers, and caring adults.

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

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

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

Though MCAS scores have dipped in several grades, they have not dropped precipitously and are recoverable. We have also seen that attendance rates that were down through the height of the COVID pandemic have rebounded this school year.

By using data to monitor our students' academic performance, measure our students' attendance rates, and survey our students' and their families' social and emotional state, we have developed strategies and engaged in the staff training needed to get all of our students fully back on track in every dimension as quickly as possible. This work is ongoing as we develop additional strategies to support our students and their families.

Professional Development

The district continues work in the area of Cultural Proficiency for staff. We have continued exploring this topic and expanding our diversity, equity, and inclusion work. Both administrators and teachers have participated in discussions of books that focus on diversity and equity. A district Diversity, Equity, and Inclusion (DEI) Committee has been formed, and data collection efforts are underway to help determine the best path forward in our community.

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 training is a focus at the Green Meadow and Fowler Schools to implement newly purchased curricular materials produced by CKLA and Amplify. Maynard High School is working to develop a "Portrait of a Graduate" as part of its recertification work with the New England Association of Schools and Colleges (NEASC). To better respond to all our students' learning needs, the district has also begun professional development on Universal Design for Learning led by Novak Associates, which will allow staff to address all our students' varied needs.

Student Learning

We continue focusing on academic options and students' social and emotional needs as school systems do.

Instruction in mathematics is supporting students in a variety of ways. Students who are in need of additional support in mathematics are receiving targeted tutoring support in grades 4 and 8 through a state endorsed and financially supported program at no cost to the district. An \$80,000 Federally funded competitive grant was awarded to the Maynard Public Schools to sponsor Math Camps during the February and April school vacation weeks for selected students in grades 3 through 10 who are in need of additional academic support. A full curriculum review in mathematics is

underway with the goal of having updated materials in place for all math instruction in grades K-8 for the start of the 2024-2025 school year.

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.

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

The Maynard Public Schools continues to use our strategic plan's three pillars 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 serves approximately 420 students in grades preschool to three. We provide a warm, engaging environment so that all children are able to develop a “love of learning” and solid academic skills as the foundation for future learning. Our Preschool has multiple options including a 5-day full-day, 3-day full-day, and half-day. GMS has a full-day Kindergarten program that is free to all constituents of Maynard.

Home-School Connection

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

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

Curriculum/Instruction

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

Grades PK-2 use a Comprehensive Literacy Program consisting of: Decoding, Writing Craft, Spelling, Phonology, Morphology, Vocabulary, Fluency, and Comprehension. Grade 3 is using the CKLA program as their main resource with a Phonics program.

We use the Heggerty Phonemic Awareness program PK-1 and the Wilson Foundations Program in PreK to grade 3. The Wilson Program is foundational as it provides comprehensive instruction in phonics and phonemic awareness. Throughout the school year, classroom teachers work closely to analyze results from assessments, such as Early Bird, DRA, and DIBELS 8, to monitor student progress and adjust instruction.

Green Meadow and MTSS- A Multi-Tiered System of Supports is a systemic, continuous-improvement framework in which data-based problem solving and decision-making is practiced across all levels of the educational system for supporting students.

The elements of MTSS include:

- Multiple tiers of instruction, intervention, and support. Includes learning standards and behavioral expectations.
- Problem-solving process.
- Data evaluation.
- Communication and collaboration.
- Capacity building infrastructure.
- Leadership.

Social-Emotional Learning

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

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

Respectfully Submitted,

Robert Rouleau
Principal

Karen Lindquist
Assistant Principal

FOWLER SCHOOL

Fowler School is a wonderful place and I am honored to be the new principal of a school that values education and diversity in a way where the whole child is cared for. As a result of the unbelievably welcoming students, staff, and community, Fowler School has felt like home since day one.

Each day the Fowler halls and classrooms are filled with 496 amazing young adults and 93 staff members who come from an incredibly rich blend of cultural backgrounds, languages, ethnicities, and learning styles. Fowler strives to develop students who can think critically and respond with empathy when confronted with situations that are new and challenging. We want our students to become comfortable when confronted with uncomfortable situations.

Each student and staff member in Fowler School plays a vital role in who we are and want to become. With a strong focus on developing leadership within our students, we intentionally focus on providing opportunities for all students to find something within our school where they can thrive. From our classrooms to our fields, we offer a balanced mix of after-school opportunities for our students which include a variety of clubs and middle school athletics.

Fowler School continues our tradition with our National Junior Honor Society (NJHS) program. This is the fifth year of NJHS at Fowler, which now serves as a feeder into Maynard High School's own NHS Chapter. Each year our grade seven students who earn a cumulative grade point average of 90% or above are invited to apply to be part of the NJHS. This year 50 grade seven students qualified to have the opportunity to apply. These are the students that will be part of our 2024-2025 school year. This year's 2023-2024 NJHS program is composed of over 25% of our eighth graders.

Our parent and community involvement plays a critical role in developing and maintaining a positive culture. We are very fortunate to have wonderful relationships with multiple groups that are highly supportive and vital to what Fowler can offer our students. From supporting school-wide initiatives to individual classrooms, these groups include, but are not limited to:

- Fowler Parent/Teacher Organization (PTO)
- Maynard Education Foundation (MEF)

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

- | | |
|-------------------------------------|----------------------------|
| ● Keith Kinney, Principal and Chair | ● Marleen Coleman, Faculty |
| ● David Snyder, Assistant Principal | ● Nichole Karlon, Parent |
| ● Maria Soler, Faculty | ● Rebecca Wood, Parent |
| ● Lauren Giunta, Faculty | ● Kim Baldasaro, Parent |

Respectfully submitted,

Keith Kinney
Principal

David Snyder
Assistant Principal

MAYNARD HIGH SCHOOL

Vision Statement

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

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

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

Overview

This past June the graduation of the Class of 2023 was held indoors in the Maynard High School Gymnasium due to inclement weather. The ceremony was well attended by the families, friends, and supporters of the Class of 2023.

Valedictorian Levon Sarian and Salutatorian Annie Konieczka were among the 76% of graduates going on to further education and training at colleges and universities, including, but not limited to the following: Dartmouth College, Northeastern University, Babson College, Brandeis University, the University of New Hampshire, Sarah Lawrence College, Trinity College, 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 2023

Alencar, Abraao	DeCapua, Kayla	McDonald, Joseph
Aroian, Gabriel	DiTavi, Michael	McLaughlin, Hannah
Barbagallo, Isaac	Donovan, Emma	Mendez, Rose
Bareng, Conor	Dubon Soza, Luciana	Miki, Praise
Bermingham, Joseph	Fallon, William	Moore, Evan
Butler, Jamie	Fisk, Rachel	Mylon, Quintin
Butler, Ronald	French, Beth	Norris, Judson
Cafarella, Julia	French, Bruce	Okorji, Dorothy
Cajigas Pereira, Manuel	Fry, Gavin	Peavoy, Dylan
Caponera, Alice	Garcia-Azurdia, Sebastian	Pierre, Bellina
Carlisle, Kate	Gonzalez, Izaiahs	Portis, Agna
Carmo, Christopher	Haley, Emma	Rowe, Ella
Carter, James	Hart, Julia	Salazar, Solimar
Carven, James	Joseph, Andjee	Sarian, Levon
Cedeno, Ryan	Konieczka, Annie	Schad, Christopher
Chau, Wilbert	Lawton, Marissa	Sharpe, Isabelle
Clark, Cyril	Leeuwis, Owen	Silva, Jake
Coyne, Colin	Lucas, Adam	Smethers, Eliza
Currier, Nolan	Magloire, Michael	Smith, Stephen
Dallaire, Nathan	Martell, Julia	Stachowicz, William
De Oliveira, Felipe	Mazariegos Reyes, Nancy	Steed, Natalie

Talozzi, Vittoriana
Taylor, Charlie
Tenaglia, Julianna

Tenaglia, Nicholas
Thompson, Peyton
Tomas, Remy Ellaine

Tresoldi, Sara
Waring, Hannah
Wellington, Isabella

Maynard High School continues to provide its students with a high-quality academic experience with a rich range of electives and opportunities for advanced study. Our Chapter 74 Vocational Program in Radio & Television Production 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 preliminary application was accepted by the Department of Elementary and Secondary Education in November, 2023. Our next step is the final application, which is due to DESE in February, 2024. An application for a second Innovation Pathway in Business and Finance will be submitted in 2024.

The Global Scholars Program had a successful second year in 2023; 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 9-11.

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, *The Theory of Relativity*.

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 2023 athletic year:

- The 2023 MHS Boys Basketball team finished the season 12-7 and entered the State Tournament as the #5 seed. They advanced to the Final Four where they took a loss to #1 seed Taconic by a score of 74-52.
- The 2023 MHS Girls Basketball team finished the season with a 9-10 record and entered the State Tournament as the #9 seed.
- The 2023 MHS Baseball team finished the season with a 12-7 record and entered the State Tournament as the #18 seed.
- The 2023 MHS Softball team finished the season with a 14-6 record and entered the State Tournament as the #10 seed.
- The 2023 MHS Golf team finished the season with a record of 8-4, and qualified for Division 3 State Central Golf Tournament as a team.
- The 2023 MHS Field Hockey team had their best season in years, and qualified for the MIAA Division 4 Tournament as the #27 seed with a record of 10-6-2.
- The 2023 Maynard/AMSA Football team qualified for the MIAA Division 6 Tournament at as the #7 seed with a record of 7-1.
- The 2023 MHS Girls Soccer Team qualified for the MIAA Division 5 Tournament as the #6 seed with a record of 10-5-3.
- The 2023 MHS Boys Soccer Team qualified for the MIAA Division 5 Tournament as the #5 seed with a record of 10-5-3.
- All of our Track and Cross Country teams had athletes qualify for sectional competitions.
- 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, 2023, and raised over \$35,000.00 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 extremely 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 trips to Spain and Germany in 2023. Students also hosted exchange students from Spain here in Maynard in October.

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 2023-2024

Elizabeth York, Principal and Chair	Karen Ross, Community Member
Luke Pfleegor, Student	Leslie Knight, Parent
Lula Solomon-Rohr, Student and Secretary	Jay Murray, Parent
Regan Thompson, Teacher	Nichole Karlon, Parent
Orian Greene, Community Member	Renee Lilley, Parent
Ellen Duggan, Community Member	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

Student Services Department

Student Services Department teachers, professional staff and administration's primary responsibility is to coordinate Special Education service delivery, including transportation, for all eligible students age 3 to 22 attending Maynard Schools in addition to those students placed in out of district school settings. The department administration and staff also assist school Principals with service delivery/programming for: preschool, nursing, counseling, Section 504 of the Rehabilitation Act and students considered homeless/in foster care/military connected.

Special Education

The Maynard Public Schools teachers, professional staff and administration are committed to providing a continuum of special education support and services within each school. By Federal and State regulations, we must provide services to special education students with diverse learning needs ages 3 to 22. All students receiving special education services have an Individualized Education Program (IEP) specifically developed for them by an IEP team. The IEP is the plan describing how students will have a Free and Appropriate Education (FAPE) in the Least Restrictive Environment (LRE).

Some students require highly specialized services that exceed the existing capabilities of our schools and are placed in appropriate out of district school settings. A portion of these higher costs are returned to the school through the Circuit Breaker program. The Department of Student Services tracks tuition and transportation costs and shares this data with the Business Department for processing of payments. A continuous department goal is to expand our in district capabilities to support students with their peers in their home school setting.

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.

Jeff Ferranti

Director of Student Services

SCHOOL TECHNOLOGY

The goal of the Maynard Public Schools Technology Department is to support the learning of all students by promoting equitable access, increasing student engagement, and enriching teaching across all grades and subjects. Over the past year, the department has guided the implementation of several new digital tools while also promoting innovation in the ways that teachers and students use technology. We have a device in each classroom for every student in the district and a robust network infrastructure in all three schools. In the past year, we have added redundancy in our network so that we are better able to withstand potential Internet outages and power interruptions as well as security software that has hardened our network against potential viruses and malware.

To support the district's work in using data to support student achievement, we have begun implementation of a new data dashboard to give educators an efficient way to identify students at

risk and begin crafting the best remediation for these students. We have completed the adoption of our new Student Information System (SIS), Aspen, including online student registration, and have further expanded our online payment system, MySchoolBucks.

Respectfully submitted,

Adam Steiner, Ph.D.

Director of Technology

Municipal Services

OVERVIEW

Staff:

Steven Silverstein	Executive Director of Municipal Services (hired November 2023)
Megan Zammuto	Assistant Town Administrator/ Executive Director of Municipal Services (resigned March 2023)
Richard Asmann	Building Commissioner
Wayne Caldwell	Alternate Plumbing & Gas Inspector
Moirra Carter	Public Health Nurse (Hired September 2023)
Jim Downing	Assistant Inspector of Wires
Danielle Edmonds	Food Inspector
Julia Flanary	Conservation Agent / Assistant Town Planner
Ivan Kwagala	Health Director
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 Building and Inspections, Conservation, Planning, Public Health, Zoning, Affordable Housing, and Economic Development. The divisions work independently and collaboratively to enforce all codes, laws, and ordinances relating to their respective divisions. OMS also provides various levels of support to the Board of Health, Conservation Commission, Economic Development Committee, Master Plan Implementation Committee, Parking Authority, Affordable Housing Trust, Planning Board, and the Zoning Board of Appeals.

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

This year saw the departure of Megan Zammuto as Executive Director of OMS, and we thank her for her years of faithful service. Steve Silverstein assumed duties as the new Executive Director in late

2023. Moira Carter joined the OMS family in late 2023 as the Town's public health nurse; Maynard shares her services with the Town of Concord.

BUILDING DIVISION

Report of the Building Commissioner

Building activity in Maynard remained strong in 2023. Compared to 2022, the: Total Value of Construction was up 4.4% and total Building Permits held steady with a 3.4% increase. However, Total Value of Construction was down 14.6% from the previous five years and down 21.7% from the previous 10 years. Residential Value of Construction was up 9.4% from 2022 and up 20.3% from the previous 10-year average. Only one Permit for a new dwelling was issued. Where Maynard once averaged nine new homes a year, the Town has run out of land for new single-family dwellings and will trend toward tear-downs and multi-family developments. Commercial Value declined 4.7% from 2022 and was down 51.3% from the previous 10 years. Only three Permits were issued for new Commercial Buildings, two were for building shells to be built out in 2024 and one for Solar Canopies at the High School as we go green. The last building in the Digital Way development is scheduled for the coming year with planned tenants Tractor Supply and Michaels. Projects completed in 2023 include a Verizon store, Zina Nail Salon, and Smoothie King. The Permit summary below has been streamlined so that Residential and Commercial Alterations shall include additions, repairs, roofs, siding, windows, decks, solar panels, demolition and associated accessory structures. Sheet Metal/Mechanical Permits are both residential and commercial, with residential less than 15% of 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 in Massachusetts. Most fires caused by wood stoves are due to improper installation. Proper venting of these may prevent fatalities. Fees for these are kept nominal to encourage compliance.

Annual Report of Building Permits by Type of Construction 2023

Type of Construction	Permits	Construction Value	Fees
New 1 or 2 Family Dwellings	1	\$623,000.00	\$7,476.00
New Multi-Family Dwellings	0	\$0.00	\$0.00
Residential Additions/Alterations	488	\$11,634,248.00	\$146,680.00
Wood/Pellet Stoves	3	\$14,250.00	\$105.00
Sheet Metal / Mechanical	23	\$628,747.00	\$8,358.00
Temporary Tents	6	n/a	\$245.00
Signs	14	\$68,690.00	\$2,100.00
Commercial Alterations/Repairs	39	\$4,248,824.00	\$78,130.00
Commercial New Buildings	3	\$2,715,538.00	\$31,418.00
Total 2023	577	\$19,933,297.00	\$274,512.00

Respectfully Submitted,

Richard A. Asmann
Building Commissioner

Plumbing & Gas Inspector

I have enjoyed serving the Town of Maynard in the capacity of Plumbing and Gas Inspector. 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.

- 272 plumbing permits issued in 2023.
- 179 gas permits issued in 2023.

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 2023: 402

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 2023, 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	45
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
Jodi Larkin	Member

Staff

Moir Carter, RN, MSN	Public Health Nurse
Danielle Edmonds, MPH	Health Inspector
Ivan Kwagala	Health Director

The Board of Health is responsible for a wide range of health and environmental concerns, including the promotion of public health, control of dangerous disease, and protection of the environment. In addition to permitting and inspectional services associated with the enforcement of local and state sanitary and environmental regulations, the department also provides communicable disease investigation and prevention programs through the state-run MAVEN database, food establishment inspection services, pool and camp permitting, funeral director permitting, solid waste and septage hauler permitting, tanning establishment permitting, temporary and annual dumpster permitting, complaint investigations, housing inspections, tobacco sales permitting and enforcement, wastewater and water supply plan review and permitting, as well as all-hazard emergency preparedness planning and response. The Board of Health is comprised of three appointed members who serve overlapping three-year terms.

Licenses & Permits

TYPE OF PERMIT	ISSUED
Dumpster Permit – Business/Residential	65
Food Establishment	111
Public or Semi-public Pool Operation	2
Recreational Camp for Children	2
Septage Hauler	4
Tanning Equipment	2
Temporary Food Establishment	16
Tobacco Application	15

Food Program

CATEGORY	NUMBER
Food Inspections (Routine)	71
Re-Inspections	13
Hearings	0
Plan Reviews/Pre-Openings	8
Change of Owner Meetings	0
Complaints	2
New Establishments	3
Foodborne Illness	1

Sharps Collection

The Board of Health sharps disposal program continues to be enormously successful. Many residents take advantage of the sharps disposal kiosk. This program is encouraged by the MA Department of Public Health and MA Department of Environmental Protection regulations to prevent the possibility of accidental “needle sticks” that endanger workers in the solid waste field. A sharps collection kiosk is located in front of the police department and is provided as a convenience to residents of Maynard.

Emergency Preparedness

The Board of Health continued to function as the department designated by the Town to work with the MA Department of Public Health (MDPH) on emergency planning efforts. This involves being the planning advocate between MDPH and their deliverables under the Center for Disease Control and Prevention (CDC), and the volunteers who have joined our Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC). Stephanie Duggan, Human Resources Coordinator and MRC Volunteer Coordinator, represents Maynard.

Maynard Citizens Corps/Medical Reserve Corps

The Maynard Medical Reserve Corp / Citizens Reserve Corps (MRC) is a volunteer group focused on supporting the town in local emergency management in response to both natural and man-made disasters. It consists of both medical and non-medical volunteers. MRC volunteers receive training sponsored by the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA) in the Incident Command System (ICS) and National Incident Management System (NIMS). Volunteers are utilized for mass prophylaxis efforts like seasonal flu clinics, as well as for shelter operations and staffing.

The MRC participates in many community events each year, including Maynard Fest. As with any volunteer organization recruitment is an ongoing process. For those interested in serving the town in this capacity, more information can be found on the town's website: <http://www.townofmaynard-ma.gov/municipal-services/public-health/mcc-mrc/> or by contacting our MRC Coordinator at mrc@townofmaynard.net.

MetroWest Shared Public Health Services

In 2021, Maynard joined the MetroWest Shared Public Health Services. MWSPHS is grant program that help the local public health to improve their capacity and provide core public health services their residents. MWSPHS is working with Ashland, Framingham, Hopkinton, Hudson, Milford, Millis, and Natick.

Public Health Nursing in 2023

The Public Health Nursing focus is to prevent disease and decrease the development and transmission of health conditions that impact our residents while supporting our community's overall health. In late September 2023, Moira Carter was hired as a Public Health Nurse in a shared position for the towns of Maynard and Concord, working 25 hours per week for Concord and 15 hours for Maynard. In partnership with Acton Pharmacy in the fall, the Public Health Division conducted influenza and COVID-19 clinics through the Council on Aging. Upon request, the public health nurse administered vaccines to town employees and homebound residents. Public Health Nursing services have always included aiding infectious disease case management and surveillance. Approximately 90 reportable infectious diseases are tracked for appropriate follow-up action through the Massachusetts Virtual Epidemiologic Network (MAVEN) in partnership with the Massachusetts Department of Public Health. In 2023, including confirmed, probable, and suspect cases, 358 cases were reported through MAVEN for Maynard residents and supported by the Public Health Nurse, as appropriate.

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.

Disease	# of Confirmed Cases
Babesiosis	1
Cryptosporidiosis	2
Calicivirus	1
Giardiasis	2
Streptococcus Group A	2
Streptococcus Group B	2
Streptococcus Pneumoniae	1
Hepatitis B	2
Human Granulocytic Anaplasmosis	4
Influenza	27
Lyme Disease	13
Salmonellosis	1
Tuberculosis (includes LTBI)	12
COVID-19	235

Personnel Changes

In 2023, we said goodbye to our part time food inspector Beth Grossman. We thank Beth for establishing a foundation of food safety in Maynard. Beth's work initiated relationships with retail food establishments and the Food Protection Program at the state level, aiding in a move toward prevention of foodborne illnesses and protection for public health in Maynard through enforcing food regulation. The Public Health Division hired Danielle Edmonds as a part-time food inspector in March 2023, and she has quickly become a critical member of the team.

Respectfully submitted,

Ivan Kwagala
Health Director

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, Ph.D.:

According to NOAA, 2023 was the warmest year recorded for Middlesex County since records began in 1895. Last winter was also the warmest ever recorded, spring was very warm (10th warmest of last 129 years) and summer was warm (26th warmest of last 129 years).

Precipitation over the entire year was the second wettest ever recorded (16.44" greater than average from 1895-1983). The winter of 2022-2023 was wet (15th wettest of last 129 years), the

spring was close to normal (61st wettest of last 129 years) and the summer was the second wettest ever recorded.

The total mosquito population was well above average for 2023. It was close to average in spring and very high the rest of the season. We had expected low mosquito populations in 2023 due to the drought of 2022 but the high rainfall late in 2022, the wet winter of 2022-2023 and the exceptionally wet summer of 2023 led to a very difficult mosquito season. Low spring populations of some species like *Aedes abserratus*, *Ae. provocans*, *Ae. excrucians* and *Ae. stimulans* were more than offset by high populations of *Ae. aurifer*, *Ae. canadensis* and *Ae. sticticus*. The very wet summer led to high populations of our summer floodwater mosquitoes, especially *Psorophora ferox*, *Ae. sticticus* and *Ae. trivittatus*. *Aedes vexans* is still our most common summer floodwater mosquito but it now barely outnumbered our other floodwater mosquitoes when it once represented over 90% of our floodwater mosquitoes every year. If the current trend continues then *Ps. ferox* will soon outnumber *Ae. vexans* at EMMCP. Gravid trap collections of *Culex pipiens/restuans* were our third highest since 2000 but we had only moderate WNV levels in these mosquitoes. *Culiseta melanura* populations were also our third highest since 2000 and our *Coquillettidia perturbans* numbers were our 6th highest in the last 24 years. Although we did not get any EEE positives from either of these species, 28 EEE positive mosquitoes were found in four other districts including 15 positives from Worcester County. The reemergence of EEE in Massachusetts with high populations of *Cs. melanura* and *Cq. perturbans* could mean we are likely to have high levels of EEE in 2024.

Last year was also an interesting year for non-native mosquito species or southern species that are moving into our area. We collected our second highest number of *Ae. japonicus* from our district in both light traps and gravid traps since 2001 when they first arrived. We also collected our greatest number of *Ae. albopictus* from gravid traps in 2023. We collected our first specimen from a gravid trap in Everett in 2022. During 2023, we collected three from Cambridge, one from Stoneham and the State Lab collected three from Brookline. We expect the numbers of *Ae. albopictus* to increase in our district as temperatures continue to increase. *Aedes thibaulti* populations reached their second highest numbers since 2017 when they were first collected in our district and we collected *Anopheles crucians* for the first time from EMMCP in 2023. Remarkably, we found *An. crucians* at 19 sites in 10 cities and towns last year, so it showed up for the first time with a bang. All of these recent introductions are likely to become more common in the future and, unfortunately, *Ae. albopictus* will become our most important biting pest in urban and suburban areas in the very near future. In a few areas this may already be true.

The adult mosquito surveillance program monitored mosquitoes from 8 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 2023.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis* var. *israelensis* (Bti) and methoprene. Bti is classified by the Environmental Protection Agency (EPA) as relatively nontoxic. Methoprene is classified as relatively non-toxic when ingested or inhaled and slightly toxic through dermal absorption. Field crews applied a larval control product containing methoprene to 600

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.

The EMMCP's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcp/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,
Brian Farless
Superintendent, EMMCP

CONSERVATION COMMISSION

Board Members:

Susan Erickson.....	Chair
M. John Dwyer.....	Vice Chair
Steven Smith.....	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 2023 Highlights

- Conservation Commission met completely remote via Zoom and held 17 meetings in 2023.
- Conservation Commission issued 23 permits 2023 including seven Orders of Condition, nine Determinations of Applicability, one Stormwater Bylaw permit, one Emergency Certification and three Administrative Approvals. Conservation Commission also issued four notices of violation, one of which was elevated to an Enforcement Order.
- The Reo Rd Playground Subcommittee received a grant of \$50,000 from the Community Preservation Committee to design a new playground with accessibility for all users, being the number one goal. We hope to start fundraising in 2024 and rebuild the playground in 2025.
- The Conservation Agent worked with two high school students on their senior projects and internships. William Fallon worked on a beaver mitigation project along the riverbank of Assabet River. Quinton Mylon worked to organize Conservation files and assisted in office tasks. Conservation Agent also worked with William Fallon on his Eagle Scout Project to restore and map the Assabet Riverwalk Trail and William Cramer to restore and map the Rockland Ave Trail.
- Conservation Commission opened the first Self-Serve Kayak Rental Station in Massachusetts with eight kayak lockers each containing a sit-on-top kayak, life jacket and paddle. We successfully made over \$4,000 in the inaugural season July- November. We hope to open in March 2024 and look forward to another successful season.

The Conservation Commission anticipates an even more exciting and productive 2024 and hopes to improve the management and care of its open space land; Expand the Beaver Mitigation through an OARS partnership; 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
Jim Coleman	Member
Bill Cranshaw	Member
Annette Garabedian	Member
Jeff Black	Alternate

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 also recognizes that change can be unsettling to some and will continue to strongly emphasize public participation and communication based on the belief that engaging with our community early and often is paramount to the desired progress of Maynard as a whole. 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.

Planning Board 2023 Highlights

In 2023 the Planning Board engaged in numerous initiatives:

- **Powder Mill Road Corridor Initiative:** As expected, much of 2023 was dominated by work on Phase II of the Maynard and Acton Powder Mill Road Corridor Initiative which included extensive community outreach and continued coordination among Maynard's boards and committees. Key goals of the initiative as include site-specific plans for preservation, conservation, and utilization of riverfront areas along the Corridor, as well as streetscape improvement. Like Phase I (completed in 2022), Phase II was funded by grants from the Metropolitan Area Planning Council (MAPC) and Executive Office of Energy & Environmental Affairs. One of the biggest developments was the separation of the proposed overlay zoning district into different sub-districts. This separation allows more individualized zoning for the distinct areas along Powder Mill Road. As Phase II winds down, zoning proposals will begin moving toward Town Meeting approval. The first sub-district is expected to fulfill Maynard's "MBTA Community (3A)" requirement. Failure to do so could render Maynard ineligible to receive state grants and potentially subject the town to legal action from the Attorney General's office.

- The Planning Board and Zoning Board of Appeals collectively--and successfully--developed a new Zoning By-law for “**Home Based Businesses**” which was approved at the Spring 2023 Town Meeting. The new By-law incorporated significant public input to create updated regulations that reflect the community’s desire for this growing category of uses, while maintaining neighborhood character. 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 wherever they believe it is in the Town’s best interest.
- The evolution of Downtown Maynard continues to play a paramount role in the Board’s work. More and more people are calling Downtown “home” and our Cultural District amenities continue to solidify Downtown as a destination. The Board recognizes that there is much more work ahead to achieve the Community’s Master Plan vision and looks forward to a dynamic 2024!

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. c. 40B). The ZBA also hears appeals of Decisions made by the Building Commissioner. Most cases are heard and decided at the initial public hearing as presented by the Petitioner, while some cases are continued to allow board members to view the property or give the Petitioner sufficient time to submit more specific information. As Maynard's housing stock ages, frequently desired improvements require special permits or variances due to zoning changes over the years. 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 regulatory framework and preventing a denial or rejection of an application that has little chance of success.

Zoning Board of Appeals 2023 Highlights

- The ZBA has held all their public hearings virtually for the fourth year in a row. The Board believes this format has been successful in all areas and allowed for greater access by the public.

- The ZBA and Planning Board successfully worked together to create a new zoning category “Accessory Home-Based Business Activities”. Passed overwhelmingly at Spring 2023 Town Meeting, this important issue reflects some of the challenges faced by the ZBA when balancing needs of our wonderful neighborhoods and modern demands of the post-pandemic era.
- The ZBA is again working with the Planning Board on several upcoming Zoning By-law amendments for 2024 and is diligently collecting public input to help ensure the modifications reflect what the community desires.
- The ZBA also has recognized -based on the sheer number of applications received- that it may be time to reexamine our residential zoning. Essentially, the Board wants to take a look at why there seem to be so many non-conforming (typically undersized) lots in our residential districts. This often places a burden on homeowners if they want to remodel or make improvements. The Board will be brainstorming this topic and will be looking for input from the public.

Petitions the ZBA heard in 2023 included:

- 206 Main Street – Variance to allow a garage to be rebuilt on an existing slab (approved).
- 30 Roosevelt Street - Special Permit to rebuild of a non-conforming deck (approved).
- 54 Fairfield Street. – Variance to allow an addition to an existing non-conforming structure (approved).
- 25 Great Road - Special Permit to allow an addition to a non-conforming structure (approved).
- 11 Amory Avenue – Variance to allow a screen room to an existing non-conforming structure (approved).
- 123 Summer Street– Special Permit for a Trade Shop accessory to the residential use (approved with conditions).
- 27 Park Street – Special Permit to rebuild a non-conforming structure (approved).
- 2 – 6 Powder Mill Road - Variance to allow increased parking area to be located under a building (approved).
- 125 Concord Street - Special Permit to allow an addition to a non-conforming structure (approved).

The ZBA wishes to thank all Town officials, other boards and committees for their support and assistance during 2023!

Respectfully Submitted,

Bill Nemser
Planning Director AICP, LEED AP

Human Services

COUNCIL ON AGING

Board Members:

Mary Ann Shields	Chair
Paul Guthrie	Vice Chair
Mary Mitzcavitch	Member
Jan Rosenberg	Member
Diane Wasiuk	Member

The mission of the Council on Aging is to promote and support healthy aging for the town's senior citizens over the age of 60. We will seek to assist seniors maintain dignity, independence, physical and psycho-social wellbeing through programs and services designed for them and their caregivers.

According to the 2023 town census, there were 3104 Maynard residents over the age of 60 representing 29.9% of the total population of Maynard residents.

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.

Social Services

The 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 oversees the Senior Tax Work Off program and works with various town departments, Maynard Housing Authority, South Middlesex Opportunity Council, and other supportive services. The COA also facilitates the Salvation Army program.

The COA also assists residents under the age of 60 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 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.

Fitness Classes

The COA offers fitness classes, such as Zumba Gold, Zumba Toning, yoga, 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. Mindful Living (meditation) was offered in a virtual format. Senior pickleball started at the Boys & Girls Club and the Drums Alive class added an enthusiastic and energizing approach to fitness.



Social and Recreational Activities

The COA offers a variety of social activities which include knitting and crocheting, cribbage, crafts, cards, bingo, and monthly movies. Chinese mahjong was added to the schedule.



Social outings include “Mark’s Mystery Tours” with a scenic ride and lunch at an undisclosed location. Summer outings included visits to surrounding “dairy barns” and ice cream stores. A special trip occurred to Portsmouth Harbor, New Hampshire, and the Isle of Shoals.

The COA sponsors bimonthly Grab-n-Go luncheons (hot meal via a drive through format at the Elks parking lot), which are attended by over fifty seniors on regular basis. Maynard High School students Lauren and Sarah Alford facilitated a spring card project with Green Meadow students. The cards were handed out during a Grab-n-Go luncheon. The Northeastern Correctional Center’s Culinary Arts program provided pies for the Thanksgiving luncheon.

Art and Cultural Programs

Acrylic and watercolor painting classes were taught by Maynard artist Margot Slowick and included a month-long exhibition at the Maynard Library. Special crafts included felted animal workshops, and a mandala beach glass project. Local Maynard businesses added to Council on Aging art programming. Art Signals taught a holiday glass fused ornament class and Thyme in the Garden provided an opportunity to create holiday centerpieces. The monthly COA Book Club is offered on a virtual platform with many intriguing titles and stimulating discussion.



After a long delay, the band students from the Maynard Public Schools, along with their Director, Mr. Kevin Kozik, performed two special concerts just for Maynard seniors.



Educational Programs

Senior CPR instruction was provided by Maynard Fire Chief Angela Lawless at the Maynard Fire Station and a Fall Prevention workshop with Jen Hureau of the Maynard Fire Department was held at the COA. Assabet Valley Regional Technical High School students provided digital assistance. An Elder Law Series provided by Generations Law Group was offered and held at the Maynard Library in the evening.

Jay Higgins, Senior Constituent Services Representative from Congresswoman Katherine Clark's office gave an information session on how he provides supportive assistance with federal programs and agencies. Middlesex District Attorney Marian Ryan gave a presentation on current scams affecting seniors. Both occasions offered important and valuable information.

Collaboration with the Maynard Public Library

The COA co-sponsored several programs with the Maynard Library including nationally known entomologist Doug Tallamy who spoke on "The Nature of Oaks" and Doug Peck who gave a presentation on "Aging with Purpose." Both were held in the evening at the Maynard Library to create an opportunity for increased attendance. A creative writing workshop taught by local resident Linda Watskin was also offered at the Maynard Library.

Newsletter

The COA newsletter is distributed to the residents of Maynard. In addition to promoting the programs the COA, the newsletter publicizes events at the Maynard Public Library as well as community organizations. Information about resources such as fuel, food, home repairs and transportation are included. Town departments such as the Fire, Police and Assessor's contribute important updates. Rep. Kate Hogan's office provides a monthly article on a wide array of topics relevant to seniors. The Massachusetts Executive of Elder Affairs partially funds the printing of the newsletter. The Council on Aging hosts a Facebook account and promotes events and town department updates.

I would like to express deep appreciation to Pat Kozik, the Council on Aging's Principal Clerk, for her passionate dedication to providing Maynard's seniors with comprehensive services and support. As well, the Council on Aging's van drivers, Andrew Falcao, Andrea Adams, Brad Chetwynd and Mark Tomy, are to be thanked each and every day for their commitment to providing an invaluable service.

Respectfully submitted,

Amy Loveless

Director of the Maynard Council on Aging

VETERANS' SERVICES

Staff

Wayne Stanley.....	Veterans Agent
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To the Honorable Select Board, Town Administrator, and the Veteran Community of Maynard, this report is for the year 2023.

Veterans Benefits

Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and the Commonwealth of Massachusetts Regulations 108 (C.M.R. 108) govern veteran's benefits. Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The State of Massachusetts reimburses the Town of Maynard 75% of the Veteran's Assistance payments issued by this office.

The Veterans Agent is responsible for determining the eligibility of all cases processed through this office. The Veterans Agent conducts interviews, establishes approvals, and conducts follow-up field investigations on veterans receiving assistance to determine the recipient has continued eligibility to receive benefits.

The Veterans Agent's duties include assisting Maynard veterans in filing federal forms for benefits, which include service-connected disability claims, non-service-connected claims, VA health care, requests for medals, requests for service records, bonus applications, burial assistance, and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Veteran's Agent acts under Power of Attorney for veterans researching and processing cases to the Rating Review Board (Department of Veteran Services) and prepares appeal cases to the VA Board of Veteran's Appeals on the veteran's behalf. The Agent also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

This year the Veteran's Service budget remained relatively the same as in 2023 due to the number of qualified veterans or their spouse seeking Chapter 115 benefits. This stability is due in part to the aging veteran population and veterans finding employment.

Office

The Veteran's Office is located on the lower level of the Maynard Town Hall. The office 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

During the past year, the Federal Government passed legislation, which the President signed, into law granting all eligible veterans and their dependents an 3.5% Cost of Living Allowance (COLA) increase. This was in line with the Social Security COLA increase for 2024.

Salute

Veteran Service Organizations continue to be the backbone of the Veteran communities throughout Massachusetts and the Nation. Even though the Maynard American Legion Post disbanded several years ago, its prior members continue to assist Maynard's Veterans and their families on a daily basis. The prior Maynard Post members provided a tremendous amount of support to local Veterans and their families at no cost to the town or other government agencies. These individuals continue to raise money for a local organization known as Honor Flight New England. Honor Flight New England which transports area Veterans to Washington, DC to visit and reflect at their various memorials at no cost to the veteran. They also take the time to place flags on veteran's graves over the Memorial Day weekend. The Town of Maynard is extremely fortunate to have veterans living in our community who continually give of themselves for the sake of others. Salute!

Respectfully Submitted,

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

HOUSING AUTHORITY

Members

Bill Cranshaw.....	Chair
Matt Preys.....	Vice Chair/Treasurer
Judith Peterson.....	Member
Richard Greenway.....	Tenant Representative
Ellen Drago.....	Member (Resigned)
C. David Hull.....	State Appointee (Resigned)
Robert Subick.....	Member (Resigned)
Mark Alston-Follansbee.....	Member (Term Ended)

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 2023, there were eight new tenants at Powdermill Circle.
- Concord Street Circle also has 56 units of elderly/disabled housing. In 2023, there were seven new tenants at Concord Street Circle.
- The HUD Low Rent Family Dawn Grove has 32 units of housing. Five new tenants that moved into this development in 2023.

2023 saw many changes in the MHA Board. Matt Preys joined the Board in July as a newly elected member. Richard Greenaway was appointed to the MHA Board by the Select Board for the Tenant Representative position. Mark Alston-Follansbee was appointed by the Select Board in April to serve out a vacant elected position until the end of the fiscal year. Ellen Drago, Robert Subick, and C. David Hull resigned from the MHA Board. C. David Hull was the Board's long time State Appointee. That position will remain vacant until a new appointment is made by the Governor.

On March 22nd, there was a three-alarm fire at one of the Powdermill Circle apartment buildings. A resident and one fire fighter were treated for injuries incurred during the fire. The fire displaced residents from 8 apartments – due to direct damage from the fire and from damage done to the building's HVAC systems. All units have since been repaired/rebuilt and the last of the units will be fully occupied early in 2024 once final inspections are complete.



Lastly, we'd like to note the passing of several people important to the Maynard Housing Authority. Janet Kendra, the Assistant Director, passed away unexpectedly. George and Carole Hardy both passed away in 2023. George was a retired Maynard firefighter and had been a long serving MHA Board member. Carole had worked for many years in the MHA office.

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

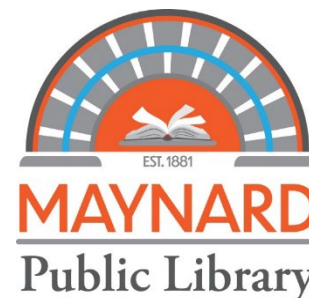
PUBLIC LIBRARY

Board of Trustees

Sally Bubier.....	Chair
Peter Reed.....	Member at Large
Jan Rosenberg.....	Secretary (completed term Jun 2023)
Francis Wyman.....	Secretary (began term July 2023)

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, *Young Adult & Technical Services Librarian*

Part-time Pages

Lauren Alford
Sarah Alford
Erin Bergman
Megan Bergman
Harry Lenicheck
Lula Solomon Rohr
Julia Rydzewski
Ruby Tricca

Volunteers

Wendy Darcy
Cate Dill

Library Staff cont'd

Jeremy Robichaud, *Assistant Director*
Sally Thurston, *Adult Programming Coordinator & Circulation Assistant*
Part-time Circulation Assistants
Abby Casabona
Semra Erdal
Elizabeth Leaver

Volunteers, cont'd

Matthew Ezzy
Friends of the Maynard Public Library
Diane Gauthier
Brandon Harvey
Nancy Lenicheck
Pete McBride
Scott McGavick
Laura Lamenza Naylor
Chris Rees
Jan Rosenberg
Jay Solomon
Wendy Valentine
Students Connor, Dmitry, and Kevin

Highlights

In 2023, the Maynard Public Library...

- completed and began implementing a **new strategic plan** (available online at maynardpubliclibrary.org/sp)
- organized a **Community Information Fair**, led by Sally Thurston, with 40 local groups and organizations participating
- launched an **online book club** for adults, Contemporary Conversations, moderated by Liz Leaver
- became an **Access to Justice site**, in partnership with the Massachusetts Trial Courts
- held our first-ever **Fixit Clinic**, in collaboration with Green Maynard
- celebrated the dedication of the historic **Maynard Curfew Bell** in its new home at the Library
- welcomed new Library Trustee **Francis Wyman** and new Circulation Assistant **Abby Casabona**
- held the **annual summer concert** at Memorial Park, featuring Terrance Simien and the Zydeco Experience, organized by Mark Malcolm, and sponsored by the Friends of the Maynard Public Library, the Maynard Cultural Council, and local businesses
- installed a **new book return** inside the building, thanks to funding from donors

- partnered with English at Large to offer **language-education programming**
- took part in **Maynard Fest and the Downtown Trick or Treat**
- hosted **author talks** by Roland Merullo, Andre Dubus III, and others--thanks to Friends of the Library funding
- launched a **new online library catalog** at maynard.minlib.net
- installed **hanging signage** throughout the building to help patrons find what they're looking for
- hosted **nine art exhibits**: Art from Inside, Assabet Valley Camera Club, Crosswalk Design Competition, Irish Struggles posters, Maynard High School Art Students, Maynard Senior Center Art Students, Pumpkin Decorating, Tiny Art, and Tzfat in Maynard
- held **over 400 programs**, with nearly **7,000 participants**
- created and distributed **2,075 take-and-make kits**, covering many different activity areas for patrons of all ages, thanks to the work of Casey Petipas-Haggerty and Sally Thurston
- welcomed **over 57,000 visits** to the library building, 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 291 days in 2023—similar to the 293 days open in 2022. 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, registrations, interlibrary delivery, e-resource usage) in 2023 were approximately 310,549 (compared to 295,378 in 2022).

A sampling of statistics is provided below. Of particular

note are 1) the 35% increase in wi-fi usage and 31% increase in usage of public computers, 2) the 156% increase in usage of museum passes, and 3) the 11% increase in new library card registrations.

	<u>2023</u>	<u>2022</u>
Adult books and magazines circulated	23,769	19,381
Young adult books and magazines circulated	1,929	1,874
Children's books and magazines circulated	25,223	22,024
Ebooks, e-audiobooks, and e-magazines	28,614	23,905
CD audiobooks and music	3,445	3,593
DVDs	6,162	6,148
Freegal music downloads	2,697	2,695
Kanopy movie views	3,055	3,533
Library of Things	407	401
Museum passes	712	278
Items routed in from other libraries	31,908	32,023
Items routed out to other libraries	26,697	25,412
New card holders registered	483	434
Wireless internet network sessions	7,590	5,633
Public-computer logins	7,503	5,742

Grants

The Library received \$12,557 as its second award for FY23 and an initial award of \$13,682 for FY24 from the Massachusetts Board of Library Commissioners for meeting the requirements of state certification. The Library was also awarded a \$15,000 Cultural District Enhancement Fund grant from the town to improve three garden areas around the building in 2024.

Programs

There was a major increase in programming in 2023, as 417 programs were offered by the Library (compared to 309 in 2022). Some were held in person, some were online, and some were a combination. Nearly 7,000 participants attended live (compared to nearly 5,000 in 2022). These increases are partly due to an in-person program hiatus during the first quarter of 2022 as a result of a Covid uptick, but they are also a testament to the tremendous amount of work put in by the entire staff.

Library Visits, Meeting Room Usage, Reference Assistance, and Homebound Deliveries

Library visitation continues to climb in this post-pandemic era, and the Library has seen a steep increase in meeting-room reservation requests. There were approximately 57,775 patron visits to the library in 2022 (up from 52,817 in 2022), and there were 575 requests for meeting-room reservations (up from 183 in 2022). More than 2,611 reference questions were answered at the 2nd-floor reference desk (up from at least 2,487 in 2022). Library staff made 208 deliveries (similar to the 207 in 2022) of materials to homebound members of the community who are unable to come to the library in person.



Children's Librarian Mark Malcolm leads summer concert attendees in a kazoo performance.

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, 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 6 Bridges Gallery, Assabet Co-op Market, Discovery Museum, and Maynard Farmer's Market.

Assistant Library Director Jeremy Robichaud collaborated with the Maynard Historical Society to create three historical exhibits at the Library on the Maynard Curfew Bell, the Maynard Girl Scouts, and Maynard football.

The Library partnered with the Council on Aging, First Connections, Green Maynard, Maynard Community Gardeners, Prison Book Program, Town of Maynard Conservation Division, 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, 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. It is tremendously gratifying to see members of the Maynard community make increased use of the educational, recreational, and money-saving resources, programs, and services available to them at their public library. We thank them for their support, which allows us to make all of these things possible.



President of the Friends of the Library Aly Severance, Children's Librarian Mark Malcolm, and Library Director Jean Maguire at Maynard Fest

Respectfully Submitted,

Jean Maguire
Library Director

BY-LAW REVIEW COMMITTEE

Members

William Kohlman.....	Chair
James Early.....	Secretary
Eugene Redner.....	Member
Dan Shields.....	Member

To the Honorable Select Board, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2023.

At the start of 2023, the By-Law Committee consisted of the Chair, William Kohlman, James Earley, Eugene Redner, and Dan Shields. There was one open position on the committee.

The year 2023 was a light year for the committee. We had no items carrying over from 2022 and the committee operates under the philosophy of not to hold a meeting just to hold a meeting.

The first item that we handled was at our March 2023 meeting. Mr. Roger Stillwater brought forward a Citizen's Petition to replace By-law Chapter 25, Stretch Energy Code, with a new Chapter 25 and Specialized Energy Codes. The state had changed listing in the Code of Massachusetts Regulations (CMR) to a different section than we had listed in the By-law. They had also added two appendices of regulations, one for residential and the other for commercial properties that towns could adopt. Towns that had previously adopted the Stretch Energy Code, which Maynard had done, were grandfathered into the new regulations, but without the appendices. The committee assisted Mr. Stillwater with formatting the draft By-law to a format consistent with the rest of the By-laws and in doing so, saw that the proposed By-law was very similar to the existing Stretch Energy Code By-law, but with the adoption of the two appendices. The proposed change was approved at the Annual Town Meeting.

Our first meeting in Fiscal Year 2024 was in October and was opened by the Town Moderator. William Kohlman was elected to continue as Chair. James Earley was elected Secretary.

Also at our October meeting, the committee met with members of the Tree Committee concerning their proposed Public Shade Tree By-law, which in addition to the rules and regulations concerning public shade trees, also establishes the Tree Committee and set forth their formation, purpose and duties. The By-law Committee only had a minor edit concerning paragraph placement but did have some more serious concern concerning the Tree Committee membership and term of office. The Tree Committee was also initially setup as an Ad Hoc committee but as it is meant to be permanent it should be setup similar to other committees. The Tree Committee wanted to discuss this with the Town Administrator. The By-law Committee Chair would attend their next meeting.

At our November meeting, we met with the Health Director, Ivan Kwagala concerning modifying the By-laws to include roosters as animals not allowed to keep in Maynard. Following up on complaints about the noise a specific rooster was making, he and the Animal Control Officer investigated and determined that the rooster was a noise nuisance. The committee suggested adding to By-law Chapter 18, General, section 15 to included "It is also unlawful to keep a rooster on any residential property." The committee also discussed the Tree By-law and what we thought was needed in the section on the committee membership.

The Chair attended the Tree Committee meeting in November and made the following suggestions.

1. There should be a specific number of members.
2. They should be appointed to a term of fix length.
3. Initially the terms should be staggered so that a roughly equal fraction of the members' terms expire each year.
4. Associate and student members could be appointed to the committee but would have no voting power.

The chair also stressed that the By-law should be reviewed by Town Counsel or her staff before going to town meeting. The Tree Committee agreed to discuss this further at their next meeting and get back to us.

Moving forward to 2024, the committee plans to continue to assist the Tree Committee with their By-law and looks forward to provide assistance to any other Town board or department or any citizens' group that is considering amending a by-law or adopting a new one. Also assuming that the proposed Charter changes are approved at Town Election, the committee will also begin a review of how those changes to the Charter, will impact and require changes to the Town By-laws.

Respectfully submitted,

William G. Kohlman
Chair, By-Law Committee

CHARTER REVIEW COMMITTEE

Members

William Kohlman.....	Chair
Jeff Swanberg.....	Select Board
Natasha Rivera.....	School Committee
Sally Bubier.....	Library Trustees
William Cranshaw.....	Housing Authority
Danielle Ericks.....	Finance Committee (Resigned)
Peter Campbell.....	Finance Committee
Lou Ann Cutaia.....	Member-at-large
Brendon Chetwynd.....	Member-at-large

To the Honorable Select Board, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2023.

The Charter Review Committee continued its work in 2023, which had begun in April 2021. The committee continued to meet over Zoom. The membership with representation consisted of Jeff Swanberg, Select Board; Natasha Rivera, School Committee; William Cranshaw, Housing Authority; Sally Bubier, Library Trustees; Danielle Ericks, Finance Committee; Peter Campbell, Finance Committee; William Kohlman, Member-at-large and Chair; Brendon Chetwynd, Member-at-large; and Lou Ann Cutaia, Member-at-large. In January, the committee was notified that Danielle Ericks had resigned from the Finance Committee and give that our task was close to ending, decided to keep the position vacant.

In January, the committee finalized the warrant articles to approve the changes to the Charter. This consisted of capturing all of the changes to each of the Articles of the Charter and to the Charter overall (Formatting, consistent word usage, etc.). It also required comment for each of the warrant articles to explain the changes and a short explanation as to why the change was being made.

At Annual Town Meeting, the warrant articles were presented by William Cranshaw and William Kohlman was present to answer questions about the changes. The articles were voted on together as one, and passed unanimously.

After Annual Town Meeting, the changes to the Charter were submitted to the Attorney General’s office for approval. Even though they had conducted a review in the Fall of 2022 with only a few items that they had concerns about and wanted some things changed, which we did, they found another item that they wanted changed. The committee had added that Town Counsel could rule on Citizen’s Petitions and if found to be illegal, could disqualify them from the Town Meeting warrant. The AG’s office disagreed with this practice and required us to remove it from the Charter, which we did at our June meeting. Town Counsel can still voice their opinion at Town Meeting if they believe that a Citizen’s Petition is illegal, but they cannot remove the petition from the Town warrant. The documents concerning the Charter on the Town website were updated with this change.

The next steps in 2024, include the Select Board to filing the ballot question(s) with the Town Clerk at least 35 days prior to the election and the town distributing a copy of the changes to every register voter in town at least two weeks prior to the election.

The committee would like to thank Lisa Mead, Town Counsel, and her staff for answering our questions on sections of the Charter and to render opinions on our proposals to ensure that they would be legal and workable.

The committee would also like to thank Dick Downey, Town Moderator; Greg Johnson, Town Administrator; and Dianne Reardon, Town Clerk, for their help and insight on the process and procedures within town hall so we could better understand how changes to the Charter would affect their role and the town.

Respectfully submitted,

William G. Kohlman
Chair, Charter Review 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
Linde Ghery.....	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 2023, 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.

In May 2023, Town Meeting approved the following CPC funded projects:

Maynard Affordable Housing Trust Fund Support	\$200,000	Undesignated Reserve Fund
Regional Housing Services Office Membership	\$11,900	Budgeted Reserve Fund
Concord Circle Door Replacement	\$45,000	Community Housing Reserve Fund
Conservation Trust Fund Support	\$50,000	Open Space Reserve Fund
Reo Road Playground Design	\$50,000	Budgeted Reserve Fund
Alumni Field Bleacher Design	\$200,000	Undesignated Reserve Fund
TOTAL:	\$556,900	

We are pleased to report that the CPA projects approved and funded at the May 2023 Town Meeting are all being acted upon by appropriate Town departments or nearing completion.

Respectfully Submitted,

M. John Dwyer
Chair

CULTURAL COUNCIL

Members

Jenna Dargie.....	Chair
Richard Pepin.....	Secretary
Lisa Ochs Dunn.....	Treasurer
Gregory Bokis.....	Member
Nan Krueger.....	Member
Sara Lundberg.....	Member
Linda McConchie.....	Member

The Maynard Cultural Council continued our vision and purpose in many ways throughout 2023. Our biggest priorities for the year were:

- The ongoing Local Cultural Council Grant program
- Cultural District Grant funding to support:
 - o Discover Maynard and Cultural District marketing
 - o Maynard Jazzfest
 - o Community Crosswalk painting
 - o Summer Music Series
 - o Sponsorship of cultural events
- Outreach to the community

Jenna Dargie became the chair this year and Lisa Ochs Dunn became the treasurer. Two new members joined, Nan Krueger and Linda McConchie after the departure of Andy Morlein and Zannah Noe.

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. We sought funding proposals fall of 2022 for various community-oriented arts, humanities, and science programs. 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 \$13,066 was awarded to 18 grantees. We had a larger funding pool of money for 2023 due to an excess of funds from programs from prior years that were cancelled due to COVID closures. Our priority for 2023 was to award fewer grants with higher impacts, encouraging projects with higher funding needs than is typical, 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.

Some highlights of our funding:

- The Maynard Community Band
- An Adaptive Gardening Seminar hosted by the Maynard Community Gardeners
- Maynard Jazz Jams
- Maynard Holiday Parade
- The Spongebob Musical
- Native American Archaeology along the Assabet

Cultural District

The Cultural District was able to secure over \$21,000 in grants for 2023, from a combination of the Cultural District Initiative Grant, COVID relief fund, and the Festivals and Projects Grant.

Part of the funding went towards continuing support of the DiscoverMaynard.com website and purchasing items to grow the ability of the Cultural District to support programs and market the district. The largest of these purchases is a foldable 10'x20' tent branded with the Cultural District which is available to be used by any public event that occurs in the Maynard Cultural District.

We were so pleased to sponsor the second annual Maynard Jazz Festival that was held on June 16, 2023. The event was well attended and enjoyed by hundreds of attendees, even despite a last-minute change of venue to the Sanctuary due to inclement weather. The third festival is already being planned for 2024.

We also engaged the community by sponsoring a public crosswalk painting contest, led by Andy Morlein. Dozens of artists submitted artwork to the contest, which was judged by a jury composed of people representing multiple town committees and groups, such as the Select Board, PTA, Police, and Cultural Council.

Finally, the District initiated a new program in 2023, a Summer Music Series. On Thursday evenings throughout July, local musicians were hired to play acoustic sets outside of Open Table. This series had the goals of increasing cultural events within the District while promoting traffic to the Cultural District, especially local restaurants. This program will be continued and expanded for 2024.

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 listserv 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,

Jenna Dargie
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
Linda Holt	Finance Committee Representative
Katheryn Cormier	Member
Rich Pepin	Member
Mark Pesce	Member
Sarah Pryputniewicz	Member
Steve Smith	Member
Lynda Thayer	Member
William Thornley	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 to support existing businesses, creation of new employment and business opportunities and attraction of new investments.”

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 current EDC members.)

The EDC is responsible for:

- Collaborating with the 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);
- 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 ambassadors for the Town’s economic development vision;
- Leverage connections, networks, and resources under collective action to fully achieve Committee goals;
- Prepare for, attend, and conscientiously participate in Committee meetings;
- Participate fully in at least one sub-committee;
- Remain informed on key strategies and objectives, especially the Master Plan and Community Development Principles;
- Identify sub-committee participants and future Committee members.

Over the course of 2023, the Committee continued to work cooperatively with businesses, state and local agencies, and Maynard town government to promote our community’s economic well-being and take part in regional economic efforts, like the 495/MetroWest Partnership. Through its regular meetings and partnership with Town Hall, the EDC supported and contributed to this year’s organization and execution of beloved town-wide activities, including the Art Walk, Holiday Stroll, and Jazz Fest. Strengthened cooperation with the Maynard Business Alliance (MBA) facilitated successful implementation of the Business Visitation Program, where Town officials join members of the MBA and EDC to visit downtown businesses and receive feedback on how to improve municipal services in support of the local economy.

One of the main highlights of 2023 was the birth of the Marketing Task Force. Sponsored by the EDC, the Marketing Task Force (MTF) published a marketing brochure (available in print and electronically) showcasing the town’s many and diverse strengths. The brochure is used to promote and spread awareness about Maynard’s comparative advantages in the surrounding area among investors, businesses, and residents. In August, the MTF began publishing a monthly electronic

newsletter highlighting local businesses, organizations, volunteers, education, and municipal initiatives. It links to existing resources, such as *Discover Maynard*, thus promoting their value.

At the end of the year, the EDC conducted a Strategic Economic Development Vision Planning exercise. The result is the following list of goals and objectives that the committee will work towards bringing to fruition during 2024:

1. Raise awareness of the importance of adequate water supply to support Strategic, Sustainable, Controlled, Economic Growth;
2. Develop a comprehensive wayfinding plan for Downtown, connecting recreational amenities, cultural establishments, Maynard Crossing, Rail Trail, etc.;
3. Help finalize the Downtown Parking Plan;
4. Continue the Business Visitation Program;
5. Host Annual Awards and Recognition Banquet;
6. Work cooperatively with town officials to aggressively solicit federal, state, and local leaders in support of Maynard initiatives;
7. Install trash receptacles downtown, support with public education campaign;
8. In conjunction with the Marketing Task Force, develop and implement a cohesive, consistent, and sustainable marketing and promotional strategy that communicates Maynard's value proposition and advantage to a defined target audience;
9. Continue to develop collaborative relationships with Town Departments, Board, Committees, and other stakeholders, such as the MBA and the Chambers of Commerce, to ensure comprehensive approaches to community and economic development;
10. Help shepherd and guide new businesses and housing developments through town committees and boards. Understand and review the current process and create a checklist. Look to streamline licensing and permitting as new businesses and developers navigate through the process.

Respectfully submitted,

Armand Diarbekirian
Chair

TREE COMMITTEE

Members

Steven Smith.....	Chair
Danny Schissler.....	Vice Chair
Lee Eyler.....	Secretary
Chris Payson.....	Member
Pete McBride	Member
Neil Pederson.....	Associate Member

Major Project:

This year's largest project was the creation of a rain garden oasis in the Summer Street parking lot. With funds secured from grants, and with support from the DPW, including the removal of concrete slabs, the Tree Committee and volunteer Tree Corps planned, planted, and nurtured a rain garden of

trees, shrubs, and perennials. Interpretive signage and plant ID tags added an educational component to this special spot.

Public Shade Tree Bylaw:

The Tree Committee, in collaboration with Justin DeMarco and the Bylaw Committee, drafted and revised a bylaw to preserve, protect, and nurture public shade trees in Maynard. Following review by legal counsel, this bylaw will be voted on at the Annual Town Meeting.

Public Events:

During the “Week of Trees,” April 22-29, the Tree Committee held an Arbor Day ceremony planting of a Sourwood (*oxydendrum*) at Town hall. Thanks to summer watering by members of Tree Corps and the Girl Scouts, the young tree is thriving! We also hosted a table at Community Information Day at the library and a downtown arboretum walk with Neil Pederson showcasing the different native species planted there.

Grants:

The Tree Committee implemented 2 grants and prepared to apply for another.

Cultural District Enhancement Fund: \$6,000 grant to create a rain garden in the Summer Street parking lot

One Tree Planted: \$3,000 grant also allocated to the Summer Street project

MA Department of Conservation and Recreation Urban Forestry Matching Grant: Potential sites have been identified for installation of as many as 27 trees. A grant application that will be filed in October 2024.

Additional Accomplishments:

Established a liaison with Planning Board.

Awarded renewal status with Tree City USA. Roadway signage was installed.

Supported the planting, on public property, of a tree given by a private resident.

Lobbied successfully for the planting of trees at the High School to replace trees scheduled to be removed for Select Energy’s solar canopy project.



2023 Arbor Day Planting



Summer Street Planting



Town Hall Sourwood in bloom

Respectfully Submitted,

Steve Smith
Chair

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)
Aaron Miklosko.....	Member (Concord Highway & Grounds Superintendent)
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 the calendar year. The group reviewed the town's current trash sticker program and vendor contract with E.L. Harvey. The group discussed the pros and cons of the town's present

collection system and known, potential alternatives, such as private haulers or uniformly distributed carts or barrels. Representatives from the group attended the Massachusetts Department of Environmental Protection (DEP) Pay-As-You-Throw (PAYT) webinars. The group compiled a list of other towns' solid waste and recycling programs. It developed and launched a public survey with goals of understanding resident solid waste and recycling generation and preferences regarding service, as well as communicating current financial and logistical challenges to residents.

HISTORICAL COMMISSION

Members

Priscilla Sandberg.....	Chair
Lee Eyler.....	Clerk
Ellen Duggan.....	Member, CPC Rep
Brion Berghaus.....	Member
Paul LeSage.....	Member
John Courville.....	Alternate
David Mark.....	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.

In 2023 the Maynard Historical Commission continued its primary role as advisor to the Select Board, other Town Boards and Commissions and members of the community on matters of historic preservation in Maynard. It also continued as the regulatory body for the Town's Preservation of Historically Significant Buildings By-Law, also known as Demolition Delay. The Commission has five members and may have up to five alternate members.

Maynard Historical Commission Highlights

- In January the Commission approved the Preservation Restriction Agreement for the Coolidge School historical rehabilitation housing project, an agreement required by the Town.
- In March, it answered questions about how to research the history of people's homes in Maynard at the Library's Information Fair.
- It held a public hearing on proposed additions to the Town's Historically Significant Properties list of properties protected by the Demolition Delay By-Law.
- During the course of the year, MHC expanded the number of historic house plaques to homeowners and historical markers to HSP properties.
- In May, the Commission participated in the dedication ceremony of the Marble Farm Historic Site, a long-term project executed by David Mark with the assistance of the DPW, a design team and funding from the Community Preservation Committee.



- The Mill Curfew Bell dedication event took place at the Library, which now displays the huge bell on the second floor. Ellen Duggan was the project manager of the move and installation, which was funded by an additional CPC grant.



- The Commission produced signage for various locations in Maynard including Thanksgiving Pond and the Bent Ice House foundation site along the Rail Trail, and for the historic horse and dog watering troughs at several locations in Town.



- The Commission continued to fund museum passes and a magazine for the Library covering all properties owned by Historic New England.

Ongoing Projects

The Commission continues to pursue several projects, including the following:

- Phase four of Maynard's investigation of historic properties for the State MACRIS database through our CPC-funded consultant's work, which focuses on the Mill.
- Final site work and signage installation at the Bent Ice House foundation.
- Planning for historical signage to mark the Amory Grove area between the Mill Pond and the new Fire Station.



- A study for potential historic rehabilitation of the Alumni Field House and gates on Great Road.



- Signage for Maynard's oldest and most historic roads.
- Monitoring the considerations of the 61-63 Summer Street Reuse Committee regarding the building's Historically Significant Property status.
- Work with the Town to maintain accessibility of the Commission's archived minutes and agendas.
- A review of Maynard's Demolition Delay By-law and of the MHC historic walking tour brochures to consider possible updates.

Respectfully submitted,

Priscilla Sandberg
Chair, Historical Commission

RECREATION COMMISSION

Members

Denise Walsh.....	Chair
Drew Homes.....	Administrator
John Brennan.....	Member
Tom Hesbach.....	Member
Dan Nash.....	Member (Resigned May 2023)

The mission of the Maynard Recreation Commission is to enhance the quality of life in the community through facilities, activities and programs that encourage health, fitness and recreation. Our vision is to create and sustain thriving parks, fields and open spaces that will be resilient and sustainable. The Maynard Recreation Commission fosters the town's recreational needs through efficient use and care of space and assets to best serve the populace.

In 2023, the Recreation Commission developed draft policies for the use of public fields and grounds. It sought to update its list of active and passive recreation parcels. It collaborated with other town groups towards a centralized land use scheduling system. It continued to manage its ski and futsal programs.

MASTER PLAN IMPLEMENTATION COMMITTEE

Members

Jason Kreil	Chair
Susan Erickson	Clerk
Mary Brannelly	Member
John Cramer	Member
Bryan Delaney	Member
Andy Moerlein	Member
Amy Loveless	Council on Aging Director
Bill Nemser	Planning Director
Julia Flanary	Conservation Agent/Assistant Town Planner
Megan Zammuto	Assistant Town Administrator (Resigned)

Master Plan Implementation Committee

The Maynard Master Plan Implementation Committee (MPIC) is an advisory body that monitors the Town's progress towards the goals, initiatives and objectives of Maynard's Master Plan and champions, maintains, and updates the Master Plan to maintain it as a living document. The Maynard Master Plan was adopted by the Planning Board and endorsed by the Select Board in 2020 and accepted by the voters at the Town Meeting on October 3, 2020. Previously known as the "what's next?" committee, MPIC was formally established in late 2020.

The Mission Statement and Committee charge are as follows below and were endorsed by the members of the committee on March 23, 2021.

Mission Statement

The Master Plan Implementation Committee (MPIC) is an advisory body which monitors and supports Town Departments and Committees to carry out the recommendations set forth in the Maynard Master Plan adopted March 10, 2020, by the Town of Maynard Planning Board and presented to the public at the Fall 2020 Town Meeting. The Committee will liaise and assist the Town Departments, Boards, and Committees identified as implementation owners for recommendations in the Master Plan. Assistance will include, aiding in strategy to implement, monitoring of progress by task, general support (including aiding in data collection or grant assistance), and communicating this progress to the Select Board, Town Administration, and documenting progress in the Annual Town Report. The Committee's goal and mission will be to oversee progress and confirm Maynard's development in accordance with the Master Plan to continue to be a viable community fiscally, environmentally, recreationally, and educationally.

Committee Charge

The roles of the MPIC are to:

- Facilitate coordination between the various elements of the Plan with Town boards, commissions, committees and staff. Where deemed beneficial the MPIC may designate a liaison to various entities that have a role in implementing the Master Plan. It will encourage boards and committees to adopt a process for reviewing and including Master Plan goals and recommendations into their regular meeting processes.
- Advise Town officials and the public to promote and encourage actions that are consistent with the Plan.
- Evaluate pending and future projects as they pertain to implementation of the Plan.
- Provide Town bodies recommendations to prioritize implementation and funding to forward goals of the Plan.
- Identify both successful strategies and barriers to progress.
- Be responsible for public education about the Master Plan implementation process, including creating user friendly metrics and documents.
- Provide an annual report to the Select Board and an annual report with progress task matrices to Town Meeting.

Meetings

During 2023 the Committee held several subcommittee meetings to better facilitate data collection and analyze responses to the MPIC questionnaire, which is sent out annually to Implementation Owners (e.g. DPW, Town Administrators Office, Select Board, School Department). Along with the Town Administrator and the Office of Municipal Services, members of the MPIC worked together to better adapt volunteer workload and to continue to streamline the process for Implementation Owners to provide feedback to the committee and the TA's office.

Moving into its fourth full year, the MPIC will consider updates to the Master Plan based on feedback from Implementation Owners. Continuing to maintain the Master Plan as a "living document" will help address changing needs and opportunities while maintaining the general vision adopted by the Town.

In addition to achieving progress towards its goals and recommendations, the Town leveraged the Master Plan to apply for and win several competitive grants; the total amount received in grants since the Master Plan was adopted now exceeds \$970,000. The Town's return on investment from drafting the Master Plan is now four times greater than what it cost.

I would like to thank each of the members of the committee, staff members, Implementation Owners and supporting partners, members of the Select Board and Town Administration who have supported this effort. The committee looks forward to continuing to support and implement the Master Plan for years to come.

The Master Plan Implementation Committee and additional information is located here: [Master Plan Implementation Committee | Town of Maynard, Massachusetts \(townofmaynard-ma.gov\)](https://www.townofmaynard-ma.gov/master-plan-implementation-committee)

The Master Plan document is available here: [Master Plan | Town of Maynard, Massachusetts \(townofmaynard-ma.gov\)](https://www.townofmaynard-ma.gov/master-plan)

Respectfully submitted,

Jason Kreil
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 the provide for the preservation and creation of affordable housing in the Town of Maynard for the benefit of low- and moderate-income households in Maynard. The Trust is authorized to accept and distribute funds, and to acquire and use property, to support this purpose. The Trust 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 Board of Selectmen. The Board members serve without compensation.

At the Spring 2023 Annual Town Meeting on May 15, 2023 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 6 years to \$708,000. 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 redeveloper of the former Coolidge School in 2023 to explore expanding affordable housing options in their redevelopment efforts. In 2020 the Trust approved a grant of \$265,000 to the developer to assure affordability beyond that required by 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 2023, the Trust approved the Local Initiatives Program ("LIP") application, a critical step in the development process as well as executed documents committing the funds as part of the developer's acquisition of the property from the town.

Meetings were held with the owner and architect of the property at 2 Waltham St./Powdermill Rd. to discuss the Local Initiatives Program/Local Action Units (LIP/LAU) process for creating affordable housing opportunities.

The Trust is pleased to announce that Maynard Rental Assistance Program took applications in 2023 and provided rental payments to support 4 low and moderate income Maynard households. In 2024 the Trust is implementing Round 2 of the Program with the goal of assisting more households.

The Trust meets as needed and all are welcome to attend. We encourage those with specific ideas for possible affordable housing projects to contact the Trust at AHTChair@TownofMaynard.net.

Respectfully submitted,

Rick Lefferts
Chair

AMERICANS WITH DISABILITIES ACT (ADA) COMMISSION

Members

Elijah Tucker.....	Chair
Deputy Chief Chris Troiano.....	Vice Chair
Denise Shea.....	Secretary
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 a vacancy for a member that has at least a relation to someone with a disability. Over the past year we have had nine meetings. This pass year one of our members took part of Community Access Monitoring (CAM) Training offered by Massachusetts Office on Disabilities. We received and tried to address the concerns of a few members of the community. The Commission applied for the FY 2024 ADA Improvement Grant in order to update and complete the Town’s ADA Self-Evaluation and Transition plan.

Respectfully submitted,

Elijah Tucker
Chair

61-63 SUMMER STREET RE-USE COMMITTEE

Members

Brion Berghaus.....	Chair (Resigned December 2023)
Khadijah Brown.....	Temp Co-Chair/Facilitator
Ellen Duggan.....	Member
Andy Moerlein.....	Member
Linde Ghere.....	Member

The Town of Maynard is pursuing a reuse analysis of the former Fowler School, located at 61-63 Summer Street. The Maynard Select Board appointed an advisory committee of Maynard residents to determine potential uses for the property and propose options for disposing the site. The disposition of the site will advance the goals of the Maynard Master Plan (2020) and Housing Production Plan (2021). Considering the need for more affordable housing in Maynard and the need to address the

spatial needs of art and culture communities, the disposition plans will likely include housing and cultural components.

February 2, 2023

- Assemble committee appointed by Select Board
- Information gathering and review of our assignment
- History of the building, mtg w/ ArtSpace, Acme Theatre and visits to building

Review ideas, brainstorm, define 5 diverse options

- Review the Town's major plans such as the **Maynard Master Plan and Community Development Principles** to see how these long-range strategic planning priorities tie into potential future reuses of the building/property.
- Since a majority of Maynard residents are also heavily concerned about the financial conditions of the Town, and are in favor of projects the increase tax revenue to the Town, we also reviewed last year's Financial Committee and Capital Planning Committee recommendations and were adamant that any future survey of Town residents include background information and questions about these factors as well.
- Review Coolidge School process
- Interview local authorities on affordable and senior housing, historic options, zoning restrictions, cultural benefit options, local developer

June 8, 2023

Prepare questions and presentation boards for first Focus group with Abutters and others.

- Review comments from first Focus group - Refine options

August 2023

Receive Planning Grant and review Scope of Work for MAPC; first meeting; Request for extension from September to March, moved to May for MAPC to complete report.

Committee reviewed options for Assisted Living, Senior housing, and Senior Center as well as reviewed the Affordable Housing requirements for any development in Maynard. Also review the **Maynard Housing Production Plan**.

September 2023

Committee created list of five preferred future reuses based upon information gained from above June focus group and ongoing informational meetings with experts in the Assisted Living, Senior Housing, Senior Center, and Cultural arenas, as well as a few local developers.

October – December 2023

MAPC with significant rewrite/edit from Summer Street Committee of initial online draft survey hosted website.

Review and identification of developers and stakeholders to be interviewed and focus groups to be assembled. MAPC arranged Developer interviews November - December as a reality check for options. Committee reviewed options for reality check, how much renovation is necessary for living space vs workspace, what is the financial revenue and impact to the town of following the required minimum affordable housing delineated in the Town's Protective Zoning Bylaws (currently requires that 20-25% of units of a residential project this size be set aside for affordable housing). Team is

also looking at the competing social and financial trade-offs of requesting more affordable housing units beyond the 20-25% required, or deeper percentages of AMI, which is a primary social justice goal of MAPC's grant. of 25 to 30% affordable housing. Committee concerned about the cost/benefit analysis which is a crucial concern in order to bring revenue to the town.

Respectfully submitted,

***Khadijah Brown, AIA, LEED AP,
Temp Co-Chair/Facilitator***



Section of the Boys and Girls Club Mural