



COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

TOWN OF MAYNARD

Report, Recommendations, and Official Warrant

SPECIAL TOWN MEETING

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the voters of said Maynard, to assemble in FOWLER SCHOOL AUDITORIUM, THREE TIGER DRIVE in said town, on Tuesday, October 10, 2023 at 7:00 P.M. then and there to act on the following articles:

SPECIAL NOTICE TO VOTERS

Registration will begin by 6:45 pm, and the Meeting will begin promptly at 7:00 pm. The Maynard Finance Committee (FinCom) will hold a public hearing on Monday, October 2, 2023, at 7:00 pm as mandated by the Town Charter, to provide an opportunity for members of the Maynard community to ask questions or offer comments on any of the articles on the Town Meeting Warrant, including the proposed Town Budget. The intent of this public hearing is to allow Town Meeting voters to provide input and inform themselves more fully on the issues to be voted on at the October 10, 2023 Town Meeting. The FinCom public hearing will be held remotely via Zoom, with the meeting notice posted on the Town's website www.townofmaynard-ma.gov, including participation information.

NOTE: The FinCom meeting will be held remotely via Zoom, in accordance with Chapter 2 of the Acts of 2023, which includes an extension until March 31, 2025, of the remote meeting provisions of the Open Meeting Law. For the most-timely information on the agenda and location of, and how to participate in, any public hearing, please review

the information in the Meeting Notices for each meeting posted on the Town website:
www.townofmaynard-ma.gov

ADA ADVISORY

Anyone in need of special arrangements for the Town Meeting, such as a wheelchair or signing for the hearing impaired, please contact the Town Administrator's Office at (978) 897-1301 by October 2, 2023, in order that reasonable accommodations may be made.

PROCEDURES AT TOWN MEETING

Order of Articles: Articles are voted on in the order they are presented unless Town Meeting votes to do otherwise.

Secret Ballot Votes: The Moderator determines whether an article requires a secret ballot according to Town By-laws. If the Moderator determines that an Open Vote applies to an article, at least 25 voters may request that a secret ballot vote be taken. The request for a secret ballot vote must be made prior to the open vote being taken.

Amending an Article at Town Meeting: Any time after a main motion has been made and seconded, but before being voted on, it is possible to amend the main motion:

1. Ask the Moderator for recognition.
2. Present a motion to amend verbally and submit a copy of the motion in writing to the Moderator. The motion to amend must include your name as sponsor, any change in appropriation and its source.
3. The motion to amend must be seconded.
4. The motion to amend must be voted on by Town Meeting separately from the main motion.
5. The motion to amend must pass by a simple majority vote.
6. More than one motion to amend can be made to the main motion but must be presented and voted on one at a time. A motion to amend must be made before the main motion is voted on.
7. After all motions to amend are voted, the main motion, (or as amended), must be voted on.

Reconsider an Article: An article can only be reconsidered upon a motion by a voter who was present at the vote on the article in question **only with the addition of new information which shall be determined by the Town Moderator.** To reconsider:

1. Ask the Moderator for recognition.
2. At the proper time, present your motion for reconsideration and state your name.
3. The motion to amend must be seconded.
4. The motion to amend must be voted on by Town Meeting separately from the main motion.
5. The motion to amend must pass by a simple majority vote.

6. More than one motion to amend can be made to the main motion but must be presented and voted on one at a time. A motion to amend must be made before the main motion is voted on.
7. After all motions to amend are voted, the main motion, (or as amended), must be voted on.

NECESSARY MAJORITIES*

9/10 majority is required for unpaid bills of prior fiscal years (Special Town Meeting) that had no appropriation.

4/5 majority is required for unpaid bills of prior fiscal years (Annual Town Meeting).

2/3 majority is required for all borrowing, land acquisitions or transfers and most zoning by-laws. However, due to changes in the law in 2021, certain voting bylaws having to do with multifamily housing may only require a simple majority vote.

Simple majority is required for all else, such as: regular by-laws, current appropriations and transfers, unpaid bills of prior years that have money appropriated but arrived too late to be included.

Note:

Yes and No votes only will be considered in the calculations (i.e. Blanks shall be ignored.

- 9/10th The YES votes divided by the total YES&NO votes shall be 0.9 or greater
- 4/5th The YES votes divided by the total YES&NO votes shall be 0.8 or greater
- 2/3rd two times the NO votes shall be less than the YES votes.

Example: 101 YES, 51 NOs - $2 \times 51 = 102$ is not less than 101 and fails

101 YES, 49 NOs - $2 \times 49 = 98$ is less than 101 and passes

102 YES, 51 NOs - $2 \times 51 = 102$ is equal to 102 and passes

Majority shall have 1 more YES vote than NO votes

*Please note these vote quanta are for example only and there may be other types of votes, which fall under each of the categories listed above.

GLOSSARY OF TERMS USED AT TOWN MEETING

APPROPRIATE: The authority to tax and spend funds for the purpose stated.

ASSESSMENT: The estimated value of worth of a piece of property or a group of properties. Assessment of property is done within specific guidelines by the Board of Assessors.

BY-LAWS: The Town's guidelines – laws that cannot be deviated from “by-law.”

CHERRY SHEET: The state document that details the actual amount of state aid to the Town, and the charges the town must pay the state.

DEBT LIMIT: The maximum amount that a Town can borrow. In most cases, state law prohibits borrowing more than 5% of the total valuation of taxable property. There are certain exceptions to this limit.

CERTIFIED FREE CASH: The amount of Surplus Revenue over and above uncollected taxes of prior years, certified by the Director of Accounts as of June 30th each year.

GENERAL FUND: Account from which all transactions are made, pay bills, collections, etc.

OVERLAY: The amount raised by the Assessors in excess of anticipated expenditures (appropriations and charges) to cover abatements, etc.

OVERLAY RESERVE: A city, town, or district may appropriate overlay surplus for any lawful purpose, including funding any known or anticipated overlay deficit for any fiscal year. Any amount not appropriated by June 30 closes to undesignated fund balance in the General Fund.

RESERVE FUND: Fund under the control of the Finance Committee to provide for extraordinary or unforeseen expenditures, may only be appropriated at Annual Town Meeting.

SURPLUS REVENUE: The amount by which cash, accounts receivable, and other current assets exceed liabilities and reserve.

STABILIZATION FUND: A savings account. Each year an amount not exceeding 10% of the preceding years' taxation of real and personal property may be appropriated. This fund is intended for purchasing capital items, which the town would otherwise borrow for.

The balances of the Town's Stabilization Funds are as follows:

General Fund Stabilization	\$1,843,864.55
Capital Fund Stabilization	\$408,016.99

Article #	Title	Department	Type	Vote	Page
1	Zoning By-Law Update- Neighborhood Business Overlay District (NBOD)	Planning Board	Secret	2/3 rd	6
2	Transfer from Capital Stabilization for HVAC System at the Fowler School	School Committee	Secret	2/3 rd	7
3	Borrowing Authorization Through Debt Exclusion: New Green Meadow Elementary School Building Construction	Select Board	Secret	2/3 rd	8
4	Citizens' Petition: Appropriating Free Cash for Maynard Senior Center	Citizens' Petition	Secret	Majority	10
5	Amend the Town General Fund Budget Fiscal Year 2024	Select Board	Secret	Majority	11
6	Proposed Roadway Easements	Select Board	Secret	2/3 rd	12
7	Acceptance of Private Roads	Select Board	Secret	2/3 rd	13
8	115 Main Street Acceptance and Grant of Easements	Select Board	Secret	2/3 rd	14
9	Increase Collector Demand Fees	Select Board	Open	Majority	15
	Appendix A FY2024 Budget – General Fund				18

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.

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.

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

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.

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ARTICLE: 4 CITIZENS’ 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.

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.

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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.

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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.

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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.

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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.

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Given under our hands this **5th** day of September in the year of Two Thousand and Twenty-Three.

Justine St. John, Select Board



Jeffrey Swanberg, Select Board



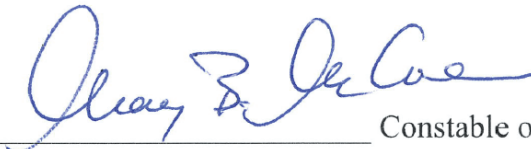
Chris DiSilva, Select Board



David Gavin, Select Board



Mike Stevens, Select Board

A true copy, Attest  Constable of Maynard.
Mary McCue

APPENDIX A			
	FY24	FY24	
	<u>ATM Adopted</u>	<u>STM Amended</u>	<u>Variance</u>
<u>REAL ESTATE REVENUES</u>			
Prior Year Levy Limit	\$ 34,986,734	\$ 34,986,734	\$ -
Proposition 2.5% Increase	\$ 874,668	\$ 874,668	\$ -
amended new growth			
New Growth (Estimate)	\$ 250,000	\$ 250,000	\$ -
	\$ 36,111,402	\$ 36,111,402	\$ -
Debt Exclusions	\$ 2,537,106	\$ 2,537,106	\$ -
TOTAL TAX REVENUE	\$ 38,648,508	\$ 38,648,508	\$ -
			\$ -
Education - Chapter 70	\$ 5,663,218	\$ 5,663,218	\$ -
Education - Charter School Reimbursement	\$ 186,107	\$ 416,050	\$ 229,943
Less: Assessments Charter School	\$ (1,463,169)	\$ (1,694,400)	\$ (231,231)
Less: Assessments School Choice	\$ (254,463)	\$ (243,004)	\$ 11,459
Less: Special Education	\$ (958)	\$ (958)	\$ -
General Government	\$ 1,895,024	\$ 1,916,731	\$ 21,707
Less: Assessments General Government	\$ (110,779)	\$ (110,779)	\$ -
School Construction Reimbursement			\$ -
NET LOCAL AID	\$ 5,914,980	\$ 5,946,858	\$ 31,878
TOTAL LOCAL RECEIPTS	\$ 3,215,380	\$ 3,215,380	\$ -
TOTAL BOND PREMIUM REIMBURSEMENT	\$ 21,550	\$ 21,550	\$ -
TOTAL TRANSFERS FROM OTHER FUNDS	\$ 1,071,351	\$ 1,071,351	\$ -
Overlay Surplus			\$ -
TOTAL GENERAL FUND REVENUE	\$ 48,871,769	\$ 48,903,647	\$ 31,878
<u>EXPENSES</u>			
General Government	\$ 3,613,180	\$ 3,613,180	\$ -
Public Safety	\$ 5,286,095	\$ 5,312,973	\$ 26,878
Education - Maynard	\$ 22,229,735	\$ 22,229,735	\$ -
Education - Assabet	\$ 1,269,349	\$ 1,269,349	\$ -
Public Works	\$ 2,579,839	\$ 2,579,839	\$ -
Culture and Recreation	\$ 642,348	\$ 647,348	\$ 5,000
Capital - Debt Service Exempt	\$ 2,558,655	\$ 2,558,655	\$ -
Capital - Debt Service Non Exempt	\$ 120,234	\$ 120,234	\$ -
Capital - Non Debt		\$ -	\$ -
Employee Benefits	\$ 9,735,900	\$ 9,735,900	\$ -
Reserve Fund	\$ 250,000	\$ 250,000	\$ -
PEG Access (Offset by revenue in transfers)	\$ 346,434	\$ 346,434	\$ -
TOTAL GENERAL FUND EXPENSES	\$ 48,631,769	\$ 48,663,647	\$ 31,878
Overlay - Assessment	\$ 240,000	\$ 240,000	\$ -
TOTAL EXPENDITURES	\$ 48,871,769	\$ 48,903,647	\$ 31,878
NET		\$ -	

Appendix A: Town General Fund Budget Fiscal Year 2024				
-	ACCOUNT NAME	FY24		Variance
		ATM Adopted	STM Amended	
114	Total Salaries - Moderator	\$ -	\$ -	\$ -
114	Total Other Expenses - Moderator	\$ 200	\$ 200	\$ -
114	Total Moderator Expenses	\$ 200	\$ 200	\$ -
				\$ -
122	Total Salaries - Selectman	\$ 75,601	\$ 75,601	\$ -
122	Total Other Expenses - Selectman	\$ 25,700	\$ 25,700	\$ -
122	Total Selectman Expenses	\$ 101,301	\$ 101,301	\$ -
				\$ -
129	Total Salaries - Town Administrator	\$ 350,337	\$ 350,337	\$ -
129	Total Other Expenses- Town Administrator	\$ 18,812	\$ 18,812	\$ -
129	Total Expenses - Town Administrator	\$ 369,149	\$ 369,149	\$ -
				\$ -
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -
131	Total Other Expenses- Finance Committee	\$ 500	\$ 500	\$ -
131	Total Expenses - Finance Committee	\$ 500	\$ 500	\$ -
				\$ -
135	Total Salaries - Accountant	\$ 189,159	\$ 189,159	\$ -
135	Total Other Expenses- Accountant	\$ 5,288	\$ 5,288	\$ -
135	Total Expenses - Accountant	\$ 194,446	\$ 194,446	\$ -
				\$ -
141	Total Salaries - Assessor	\$ 168,041	\$ 168,041	\$ -
141	Total Other Expenses-Assessor	\$ 36,470	\$ 36,470	\$ -
141	Total Expenses - Assessor	\$ 204,511	\$ 204,511	\$ -
				\$ -
145	Total Salaries - Treasurer	\$ 212,720	\$ 212,720	\$ -
145	Total Other Expenses-Treasurer	\$ 48,600	\$ 48,600	\$ -
145	Total Expenses - Treasurer	\$ 261,320	\$ 261,320	\$ -
				\$ -
151	Total Salaries - Legal	\$ -	\$ -	\$ -
151	Total Other Expenses-Legal	\$ 96,000	\$ 96,000	\$ -
151	Total Expenses - Legal	\$ 96,000	\$ 96,000	\$ -
				\$ -
155	Total Salaries - Data Processing	\$ -	\$ -	\$ -
155	Total Other - Data Processing	\$ 449,797	\$ 449,797	\$ -
155	Total Expenses - Data Processing	\$ 449,797	\$ 449,797	\$ -
				\$ -
156	Total Salaries - PEG Access	\$ 246,554	\$ 246,554	\$ -
156	Total Other - PEG Access	\$ 99,880	\$ 99,880	\$ -
156	Total Expenses - PEG Access	\$ 346,434	\$ 346,434	\$ -
				\$ -
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	\$ 134,532	\$ 134,532	\$ -
161	Total Other Expenses-Town Clerk	\$ 15,550	\$ 15,550	\$ -
161	Total Expenses - Town Clerk	\$ 150,082	\$ 150,082	\$ -
				\$ -
162	Total Salaries - Elect & Regist..	\$ 935	\$ 935	\$ -
162	Total Other Elect & Regist..	\$ 6,000	\$ 6,000	\$ -
162	Total Expenses - Elect & Regist..	\$ 6,935	\$ 6,935	\$ -
				\$ -
163	Total Salaries - Election	\$ 18,200	\$ 18,200	\$ -
163	Total Other - Election	\$ 12,500	\$ 12,500	\$ -
163	Total Expenses - Election	\$ 30,700	\$ 30,700	\$ -
				\$ -

				\$ -
192	Total Salaries - Facilities	\$ 104,269	\$ 104,269	\$ -
192	Total Other - Facilities	\$ 414,400	\$ 414,400	\$ -
192	Total Expenses - Facilities	\$ 518,669	\$ 518,669	\$ -
				\$ -
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	\$ 347,405	\$ 347,405	\$ -
500	Total Other - Municipal Services	\$ 54,487	\$ 54,487	\$ -
500	Total Expenses - Municipal Services	\$ 401,892	\$ 401,892	\$ -
				\$ -
541	Total Salaries - Council on Aging	\$ 132,977	\$ 132,977	\$ -
541	Total Other - Council on Aging	\$ 37,950	\$ 37,950	\$ -
541	Total Expenses - Council on Aging	\$ 170,927	\$ 170,927	\$ -
				\$ -
543	Total Salaries - Veterans	\$ 10,284	\$ 10,284	\$ -
543	Total Other - Veterans	\$ 21,500	\$ 21,500	\$ -
543	Total Expenses - Veterans	\$ 31,784	\$ 31,784	\$ -
				\$ -
930	Total Salaries - Capital Projects	\$ -	\$ -	\$ -
930	Total Other - Capital Projects			\$ -
930	Total Expenses - Capital Projects	\$ -	\$ -	\$ -
				\$ -
945	Total Salaries - Liability Insurance Premiums	\$ -	\$ -	\$ -
945	Total Other - Liability Insurance Premiums	\$ 570,767	\$ 570,767	\$ -
945	Total Expenses - Liability Insurance Premiums	\$ 570,767	\$ 570,767	\$ -
				\$ -
955	Total Salaries - Town Audit	\$ -	\$ -	\$ -
955	Total Other - Town Audit	\$ 38,000	\$ 38,000	\$ -
955	Total Expenses - Town Audit	\$ 38,000	\$ 38,000	\$ -
				\$ -
	Total Salaries - General Government	\$ 1,991,014	\$ 1,991,014	\$ -
	Total Other - General Government	\$ 1,968,601	\$ 1,968,601	\$ -
	Total Expenses - General Government	\$ 3,959,615	\$ 3,959,615	\$ -
				\$ -
210	Total Salaries - Police	\$ 2,669,951	\$ 2,669,951	\$ -
210	Total Other - Police	\$ 230,400	\$ 230,400	\$ -
210	Total Expenses - Police	\$ 2,900,351	\$ 2,900,351	\$ -
				\$ -
220	Total Salaries - Fire	\$ 2,203,813	\$ 2,230,689	\$ 26,876
220	Total Other - Fire	\$ 208,810	\$ 208,810	\$ -
220	Total Expenses - Fire	\$ 2,412,623	\$ 2,439,499	\$ 26,876
				\$ -
				\$ -
	Total Salaries - Public Safety	\$ 4,873,763	\$ 4,900,639	\$ 26,876
	Total Other - Public Safety	\$ 439,210	\$ 439,210	\$ -
	Total Expenses - Public Safety	\$ 5,312,973	\$ 5,339,849	\$ 26,876
				\$ -
300	Total Salaries - Education	\$ 22,229,735	\$ 22,229,735	\$ -
300	Total Other - Education			\$ -
300	Total Expenses - Education	\$ 22,229,735	\$ 22,229,735	\$ -
				\$ -
				\$ -
				\$ -

				\$ -
310	Total Salaries - Assabet Valley Assessment	\$ -	\$ -	\$ -
310	Total Other - Assabet Valley Assessment	\$ 1,269,349	\$ 1,269,349	\$ -
310	Total Expenses - Assabet Valley Assessment	\$ 1,269,349	\$ 1,269,349	\$ -
				\$ -
	Total Salaries - Education	\$ 22,229,735	\$ 22,229,735	\$ -
	Total Other - Education	\$ 1,269,349	\$ 1,269,349	\$ -
	Total Expenses - Education	\$ 23,499,084	\$ 23,499,084	\$ -
				\$ -
				\$ -
421	Total Salaries - DPW Administration	\$ 212,513	\$ 212,513	\$ -
421	Total Other - DPW Administration	\$ 155,600	\$ 155,600	\$ -
421	Total Expenses - DPW Administration	\$ 368,113	\$ 368,113	\$ -
				\$ -
422	Total Salaries - Construction and Maint.	\$ 472,275	\$ 427,275	\$ (45,000)
422	Total Other - Construction and Maint.	\$ 347,050	\$ 347,050	\$ -
422	Total Expenses - Construction and Maint.	\$ 819,325	\$ 774,325	\$ (45,000)
				\$ -
423	Total Salaries - Snow and Ice	\$ 85,000	\$ 85,000	\$ -
423	Total Other - Snow and Ice	\$ 32,000	\$ 32,000	\$ -
423	Total Salaries - Snow and Ice	\$ 117,000	\$ 117,000	\$ -
				\$ -
				\$ -
491	Total Salaries - Cemetery	\$ 213,152	\$ 258,152	\$ 45,000
491	Total Other - Cemetery	\$ 139,550	\$ 139,550	\$ -
491	Total Expenses - Cemetery	\$ 352,701	\$ 397,701	\$ 45,000
				\$ -
	Total Salaries - Solid Waste			\$ -
	Total Other - Solid Waste	\$ 922,700	\$ 922,700	\$ -
	Total Expenses - Solid Waste	\$ 922,700	\$ 922,700	\$ -
				\$ -
	Total Salaries - Public Works	\$ 982,939	\$ 982,939	\$ -
	Total Other - Public Works	\$ 1,596,900	\$ 1,596,900	\$ -
	Total Expenses - Public Works	\$ 2,579,839	\$ 2,579,839	\$ -
				\$ -
				\$ -
				\$ -
610	Total Salaries - Library	\$ 524,298	\$ 529,298	\$ 5,000
610	Total Other - Library	\$ 79,050	\$ 79,050	\$ -
610	Total Expenses - Library	\$ 603,348	\$ 608,348	\$ 5,000
				\$ -
612	Total Salaries - Roosevelt Building	\$ -	\$ -	\$ -
612	Total Other - Roosevelt Building	\$ 42,000	\$ 42,000	\$ -
612	Total Salaries - Roosevelt Building	\$ 42,000	\$ 42,000	\$ -
				\$ -
619	Total Salaries - Historical Preservation	\$ -	\$ -	\$ -
619	Total Other - Historical Preservation	\$ 2,000	\$ 2,000	\$ -
619	Total Expenses - Historical Preservation	\$ 2,000	\$ 2,000	\$ -
				\$ -
	Total Salaries - Culture & Recreation	\$ 524,298	\$ 529,298	\$ 5,000
	Total Other - Culture & Recreation	\$ 123,050	\$ 123,050	\$ -
	Total Expenses - Culture & Recreation	\$ 647,348	\$ 652,348	\$ 5,000
				\$ -
710	Total Salaries - Principal Long Term Debt	\$ -	\$ -	\$ -
710	Total Other - Principal Long Term Debt	\$ 1,892,100	\$ 1,892,100	\$ -
710	Total Expenses - Principal Long Term Debt	\$ 1,892,100	\$ 1,892,100	\$ -
				\$ -
751	Total Salaries - Interest Long Term Debt	\$ -	\$ -	\$ -
751	Total Other - Interest Long Term Debt	\$ 776,789	\$ 776,789	\$ -
751	Total Expenses - Interest Long Term Debt	\$ 776,789	\$ 776,789	\$ -
				\$ -
				\$ -

				\$ -
752	Total Salaries - Interest Short Term Notes	\$ -	\$ -	\$ -
752	Total Other - Interest Short Term Notes	\$ 10,000	\$ 10,000	\$ -
752	Total Expenses - Interest Short Term Notes	\$ 10,000	\$ 10,000	\$ -
				\$ -
	Total Salaries - Debt Service	\$ -	\$ -	\$ -
	Total Other - Debt Service	\$ 2,678,889	\$ 2,678,889	\$ -
	Total Expenses - Debt Service	\$ 2,678,889	\$ 2,678,889	\$ -
				\$ -
910	Total Salaries - Ret Sys Pension Contrib.	\$ -	\$ -	\$ -
910	Total Other - Ret Sys Pension Contrib.	\$ 3,014,372	\$ 3,014,372	\$ -
910	Total Expenses - Ret Sys Pension Contrib.	\$ 3,014,372	\$ 3,014,372	\$ -
				\$ -
				\$ -
913	Total Salaries - Unemployment Compens.	\$ -	\$ -	\$ -
913	Total Other - Unemployment Compens.	\$ 40,000	\$ 40,000	\$ -
913	Total Expenses - Unemployment Compens.	\$ 40,000	\$ 40,000	\$ -
				\$ -
914	Total Salaries - Health Insurance	\$ -	\$ -	\$ -
914	Total Other - Health Insurance	\$ 6,295,469	\$ 6,295,469	\$ -
914	Total Expenses - Health Insurance	\$ 6,295,469	\$ 6,295,469	\$ -
				\$ -
915	Total Salaries - Life Insurance	\$ -	\$ -	\$ -
915	Total Other - Life Insurance	\$ 10,500	\$ 10,500	\$ -
915	Total Expenses - Life Insurance	\$ 10,500	\$ 10,500	\$ -
				\$ -
916	Total Salaries - Medicare	\$ -	\$ -	\$ -
916	Total Other - Medicare	\$ 375,559	\$ 375,559	\$ -
916	Total Expenses - Medicare	\$ 375,559	\$ 375,559	\$ -
				\$ -
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -
	Total Other - Employee Benefits	\$ 9,735,900	\$ 9,735,900	\$ -
	Total Expenses - Employee Benefits	\$ 9,735,900	\$ 9,735,900	\$ -
				\$ -
				\$ -
132	Reserve Fund - Original Budget	\$ 250,000	\$ 250,000	\$ -

				\$ -
				\$ -
	SALARIES			\$ -
	General Government	\$ 1,744,460	\$ 1,744,460	\$ -
	Public Safety	\$ 4,873,763	\$ 4,900,639	\$ 26,876
	Public Works	\$ 982,939	\$ 982,939	\$ -
	Cultural & Recreation	\$ 524,298	\$ 529,298	\$ 5,000
	Education - Maynard	\$ 22,229,735	\$ 22,229,735	\$ -
	Education - Assabet	\$ -	\$ -	\$ -
	Employee Benefits	\$ -	\$ -	\$ -
	Debt Service	\$ -	\$ -	\$ -
	Reserve Fund	\$ -	\$ -	\$ -
	Peg Access	\$ 246,554	\$ 246,554	\$ -
	TOTAL SALARIES	\$ 30,601,749	\$ 30,633,625	\$ 31,876
				\$ -
				\$ -
	OTHER EXPENSES			\$ -
	General Government	\$ 1,868,721	\$ 1,868,721	\$ -
	Public Safety	\$ 439,210	\$ 439,210	\$ -
	Public Works	\$ 1,596,900	\$ 1,596,900	\$ -
	Cultural & Recreation	\$ 123,050	\$ 123,050	\$ -
	Education - Maynard	\$ -	\$ -	\$ -
	Education - Assabet	\$ 1,269,349	\$ 1,269,349	\$ -
	Employee Benefits	\$ 9,735,900	\$ 9,735,900	\$ -
	Debt Service	\$ 2,678,889	\$ 2,678,889	\$ -
	Reserve Fund	\$ 250,000	\$ 250,000	\$ -
	Peg Access	\$ 99,880	\$ 99,880	\$ -
	TOTAL OTHER EXPENSES	\$ 18,061,898	\$ 18,061,898	\$ -
				\$ -
				\$ -
	TOTAL EXPENSES			\$ -
	General Government	\$ 3,613,181	\$ 3,613,181	\$ -
	Public Safety	\$ 5,312,973	\$ 5,339,849	\$ 26,876
	Public Works	\$ 2,579,839	\$ 2,579,839	\$ -
	Cultural & Recreation	\$ 647,348	\$ 652,348	\$ 5,000
	Education - Maynard	\$ 22,229,735	\$ 22,229,735	\$ -
	Education - Assabet	\$ 1,269,349	\$ 1,269,349	\$ -
	Employee Benefits	\$ 9,735,900	\$ 9,735,900	\$ -
	Debt Service	\$ 2,678,889	\$ 2,678,889	\$ -
	Reserve Fund	\$ 250,000	\$ 250,000	\$ -
	Peg Access	\$ 346,434	\$ 346,434	\$ -
	TOTAL EXPENSES MAYNARD	\$ 48,663,647	\$ 48,695,523	\$ 31,876

