



# COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

## TOWN OF MAYNARD

Report, Budget, Recommendations, and Official Warrant

### ANNUAL 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 Monday, May 19, 2025 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 7:00pm. The Maynard Finance Committee (FinCom) will hold a public hearing on Monday, May 12, 2025, at 7:00pm 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 May 19, 2025 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](http://www.townofmaynard-ma.gov), including participation information.

NOTE: The FinCom meeting will be held remotely via Zoom. 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](http://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 Office of the Select Board at (978) 897-1301 by May 12, 2025, 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)

9/10<sup>th</sup> The YES votes divided by the total YES&NO votes shall be 0.9 or greater

4/5<sup>th</sup> The YES votes divided by the total YES&NO votes shall be 0.8 or greater

2/3<sup>rd</sup> 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 30<sup>th</sup> 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	\$2,578,335
Capital Fund Stabilization	\$309,634

**The amounts of "Free Cash" and "Retained Earnings" as certified by Director of Accounts are as follows:**

General Fund – Free Cash	\$1,527,026
Water Enterprise Fund – Retained Earnings	\$1,248,337
Sewer Enterprise Fund – Retained Earnings	\$768,157

Article #	Title	Department	Type	Vote	Page #
1	Town Report Acceptance	Select Board	Open	Majority	8
2	Obsolete Equipment, Material	Select Board	Open	Majority	8
3	Authorize Revolving Fund Expenditures Chapter 44, Section 53E1/2	Select Board	Secret	Majority	8
4	Certified Free Cash Appropriation for Fiscal Year 2025	Select Board	Secret	Majority	9
5	Fiscal Year 2026 Salary Administration Plan	Select Board	Secret	Majority	11
6	Town General Fund Budget Fiscal Year 2026	Select Board	Secret	Majority	12
7	Grant an Easement at Parker and Elmwood Streets	Select Board	Open	Majority	12
8	Contingent Budget for Council on Aging	Select Board	Secret	Majority	14
9	Lease of Space for Use as Senior Center and Related Public Services	Select Board	Secret	2/3 <sup>rd</sup>	14
10	Contingent Budget for Maynard Public Schools	Select Board	Secret	Majority	15
11	Transfer Funds from Ambulance Receipts Reserved for Lease Appropriation FY2026	Select Board	Open	Majority	16
12	Transfer from General Stabilization: Solid Waste and Recycling Services	Select Board	Secret	2/3 <sup>rd</sup>	16
13	Community Preservation Fund Budget Fiscal Year 2026	Community Preservation Committee	Secret	Majority	17
14	Community Preservation Fund Reserve Fund Appropriations	Community Preservation Committee	Secret	Majority	18
15	Prohibit Use of Second-Generation Anticoagulant Rodenticides on Town Property	Citizens' Petition	Open	Majority	19
16	Sewer Enterprise Fund Budget Fiscal Year 2026	Select Board	Secret	Majority	24
17	Transfer From Sewer Retained Earnings, Sewer Enterprise Reserve FY2026	Select Board	Secret	Majority	25
18	Water Enterprise Fund Budget Fiscal Year 2026	Select Board	Secret	Majority	25

19	Transfer From Water Retained Earnings, Water Enterprise Reserve FY2026	Select Board	Secret	Majority	26
20	Transfer From Water Retained Earnings, Capital Improvements	Select Board	Secret	Majority	27
21	Maynard Golf Course Receipts Transfer	Select Board	Open	Majority	27
22	By-Law Amendments, CH 4, 9, & 43; Town Officers and Boards/Committees, COA, & ADA	By-Law Committee	Open	Majority	28
23	By-Law Amendments, CH 21, Nuisances	By-Law Committee	Open	Majority	32
24	By-Law Amendments, CH 23, Mechanical Games	By-Law Committee	Open	Majority	32
25	By-Law Amendment, CH 48 Sidewalk, Hydrant, and Storm Drain Access	Citizens' Petition	Open	Majority	33
26	Lease of Reservoir Loff Off Summer Street	Select Board	Secret	2/3 <sup>rd</sup>	38
27	Retirement Cost of Living Adjustment (COLA)	Retirement Board	Open	Majority	39
28	Retirement Board Stipend	Retirement Board	Secret	Majority	39
29	Zoning By-law Amendments, Accessory Dwelling Units	Planning Board	Secret	2/3 <sup>rd</sup>	40
30	Zoning By-law Amendments, Bicycle Parking	Planning Board	Secret	2/3 <sup>rd</sup>	43
31	Zoning By-law Amendments, Construction Business	Planning Board	Secret	2/3 <sup>rd</sup>	44
32	Zoning By-law Amendments, Health Club	Planning Board	Secret	2/3 <sup>rd</sup>	45
33	Zoning By-law Amendments, Inclusionary Zoning	Planning Board	Secret	2/3 <sup>rd</sup>	46
34	Zoning By-law Amendments, Mixed-Use Definition	Planning Board	Secret	2/3 <sup>rd</sup>	47
35	Zoning By-law Amendments, Motor Vehicle Rental	Planning Board	Secret	2/3 <sup>rd</sup>	48
36	Zoning By-law Amendments, Single Family Lot Size Minimum	Planning Board	Secret	2/3 <sup>rd</sup>	49
37	Zoning By-law Amendments, Use Regulations Use Table References	Planning Board	Secret	2/3 <sup>rd</sup>	49
38	Zoning By-law Amendments, Yards	Planning Board	Secret	2/3 <sup>rd</sup>	50

39	Senior Resident Real Estate Tax Relief	Citizens' Petition	Open	Majority	52
40	Senior Tax Workoff Abatement	Board of Assessors	Open	Majority	53
41	Veteran Tax Workoff Abatement	Board of Assessors	Open	Majority	53
42	Annual COLA Adjustment, HERO Act	Board of Assessors	Open	Majority	54
43	Acceptance of Private Road, Wisteria Lane	Select Board	Secret	Majority	55
44	Transfer Marijuana Community Impact Payments	Select Board	Secret	2/3 <sup>rd</sup>	55
45	Transfer Balance from Green Meadow School Feasibility Study to General Stabilization	Select Board	Open	Majority	56

## 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.

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## 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.

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## ARTICLE: 3 AUTHORIZE REVOLVING FUND EXPENDITURES - CHAPTER 44, SECTION 53E1/2

To see if the town will vote to authorize the total expenditures for the following revolving funds pursuant to MGL Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2025, (FY26) 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	\$10,000.00
Electrical/Wiring Inspection Services	\$65,000.00
Plumbing & Gas Inspection Services	\$60,000.00
Municipal Permitting	\$40,000.00
Recreation	\$25,000.00
Electric Vehicle Charging Stations	\$35,000.00
<b>TOTAL OF ALL REVOLVING FUNDS</b>	<b>\$410,000.00</b>

To do or act thereon.

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

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

The changes from FY25: increasing Sealer of Weights & Measures from \$5,000 to \$10,000 to reflect current businesses and the cost for inspections; and, increasing Recreation from \$20,000 to \$25,000 to more accurately reflect collection of programming fees relevant to the costs.

Comments: (Finance Committee) This is annual procedural article to authorize revolving funds in the amounts detailed in the article, so the Town can collect and distribute money for certain stated purposes. For example, "Council on Aging - COA van service" collected fees can only be expended for COA operational expenses.

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#### **ARTICLE: 4                      CERTIFIED FREE CASH APPROPRIATION FOR FISCAL YEAR 2025**

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

Snow & Ice Deficit	\$ 475,000.00
Capital Stabilization Fund	\$ 75,000.00
Other Post Employment Benefits Fund	\$ 25,000.00
DPW Facility Project Management and Design	\$ 250,000.00
Police Cruiser	\$ 65,000.00
Town Hall HVAC	\$ 275,000.00
DPW F350 Truck	\$ 80,000.00
Library Stairwell and Windows	\$ 190,000.00
Solid Waste and Recycling	\$ 92,026.00
Total Requested Appropriation	\$ 1,527,026.00

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$1,527,026.00  
 FINCOM RECOMMENDATION: At Town Meeting

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

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

The town's public works facilities on Winter Street are beyond their planned life cycle, and are in urgent need of replacement. The proposed funding towards project management and design costs for a new public works and garage facility will follow the feasibility study already nearing completion.

Town Hall has suffered failing heating and air-conditioning systems in recent years, requiring replacement and modernization of the building's HVAC.

Regular and expected turnover of the town's vehicle fleet is addressed annually, and the purchase of a F350 truck for the Department of Public Works is vital for operations.

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

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

The operational costs for services related to solid waste and recycling management far outweighs the revenue projections of trash sticker sales. The town's General Fund has long subsidized the budget for these services, but the demands on the budget otherwise does not allow for that subsidization to be captured within the tax levy. Instead, a combination of Free Cash, transfer from General Stabilization, and a trash sticker revenues, is proposed to continue the public services for solid waste and recycling. In the following Fiscal Year of 2027, a new enterprise fund, already authorized by Town Meeting, will be implemented and is meant to replace substantial reliance on the General Fund and tax levy.

Comments: (Finance Committee) At Town Meeting

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## **ARTICLE: 5                      FISCAL YEAR 2026 SALARY ADMINISTRATION PLAN**

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

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

	<i>Minimum</i>	<i>Maximum</i>
<b>Full-Time Employees</b>	\$20.00	\$ 50.00
<b>Part-Time Employees</b>	\$15.00	\$ 40.00
<b>Part-Time Specialized</b> <i>(i.e., certified/licensed)</i>	\$20.00	\$ 55.00
<b>Veterans' Agent</b>	Annually	\$10,914.00
<b>Inspector of Animals</b>	Annual Stipend	\$ 105.00
<b>Registrar of Voters</b>	Annual Stipend	\$ 105.00
<b>Clerk, Registrar of Voters</b>	Annual Stipend	\$ 515.00
<b>Moderator</b>	Annual Stipend	\$ 75.00

To do or act thereon.

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

Comments (Sponsor): Non-union Full-Time, and Specialized Employees' salary range maximum have not been increased since FY2020 and have each been increased by \$5.00/hour. The Veterans' Agent salary has also been increased from \$10,700.00 to \$10,914.00 [2%].

Comments: (Finance Committee) The FY26 Salary Administration Plan sets pay rates for town employees not covered by either a union contract or an individual contract. The rates mostly apply to part time employees. The plan includes small increases to the upper limit of several categories.

**ARTICLE: 6 TOWN GENERAL FUND BUDGET FISCAL YEAR 2026**

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 2026 (July 1, 2025 – June 30, 2026) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$ 4,322,444
Public Safety	\$ 5,963,454
Public Works	\$ 3,015,067
Cultural & Recreation	\$ 732,334
Education - Maynard	\$ 23,751,757
Education - Assabet	\$ 1,379,301
Employee Benefits	\$ 10,527,599
Debt Service	\$ 3,417,266
Reserve Fund	\$ 225,000
PEG Access	\$ 361,880
<b>Total General Fund Expenses</b>	<b>\$ 53,696,102</b>

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$ 53,696,102.00  
 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 **\$53,696,102.00**. The categories noted above are for explanation purposes.

Comments (Finance Committee): At Town Meeting

**ARTICLE: 7 GRANT AN EASEMENT AT PARKER AND ELMWOOD STREETS**

To see if the Town will vote to authorize the Select Board to grant an easement to allow for the installation and maintenance of cables for the distribution of electricity, and for continued access

to carry out said purposes, to a portion of the property on the corner of Parker Street and Elmwood Street, being parcel number 020.0-0000-0234.1, as shown on an easement sketch appended hereto;

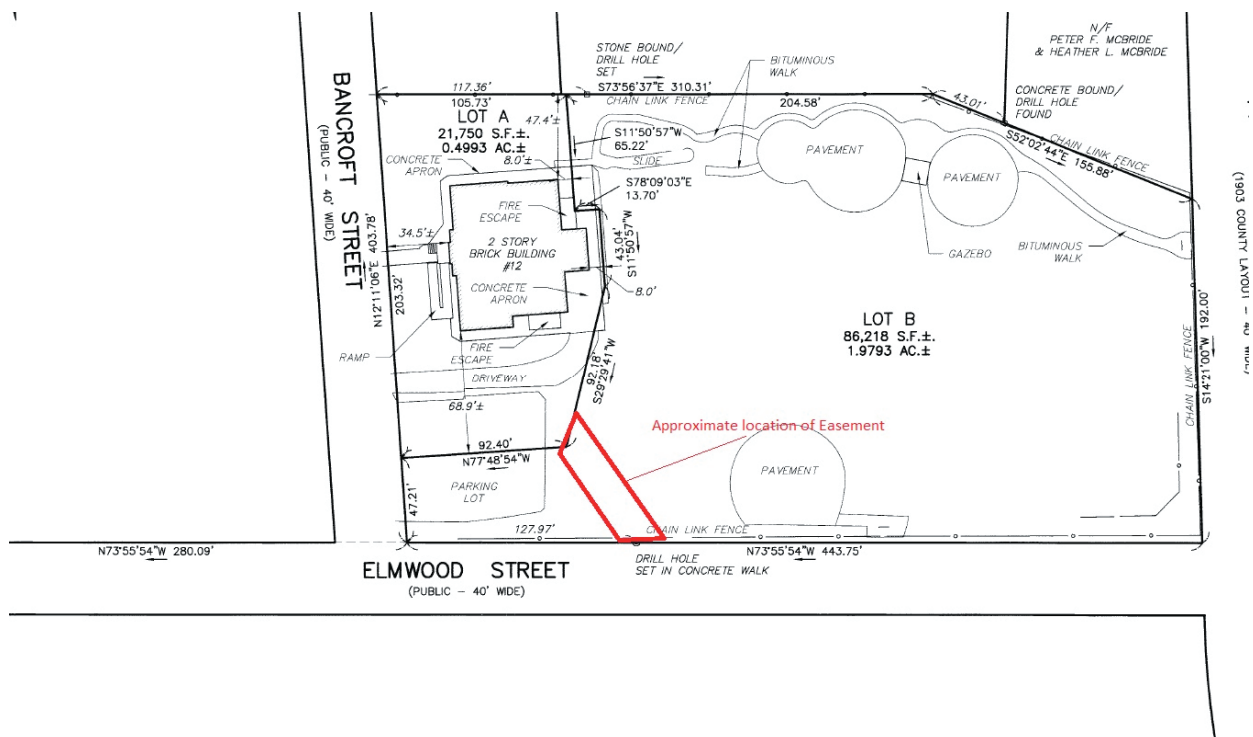
And, further, to authorize the Select Board and other applicable Town of Maynard boards and personnel to take all related actions necessary or appropriate to accomplish the purposes of this article, or take any other action related thereto;

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) The former "Coolidge School" on Bancroft Street was sold to a private developer and is nearing completion of rehabilitation and conversion into residences. Private utility connection for electricity is required through a portion of public land for the new residences. This proposed easement allows access by the private utility to public land, but ownership will remain under the authority of the Select Board.

Comments: (Finance Committee) At Town Meeting



**ARTICLE: 8                      CONTINGENT BUDGET FOR COUNCIL ON AGING**

To see if the Town will vote to raise and appropriate the following amounts from the tax levy for Fiscal Year 2026 for the operating and programming of the Council on Aging, contingent upon passage of a proposition 2 ½ ballot question under General Laws Chapter 59, Section 21 C:

Purpose	Amount
General Government	
Council on Aging	
Expenses	\$ 200,000
<u>        Total Contingent Appropriation</u>	<u>\$ 200,000</u>

To do or act thereon.

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

Comments (Sponsor): The Council on Aging (COA) advocated for the Select Board to direct the procurement to acquire space to be leased for a new senior center. The Town Administrator issued a Request for Proposals (RFP) that was developed in consultation with the Senior Center Committee and COA. This appropriation is informed by projections derived from submissions to the RFP and assumes the costs a lease, utilities, furnishings and scaled programming. This appropriation increases the budget for the COA over level-services for FY26 submitted in the General Fund appropriation article.

Comments: (Finance Committee) Passage of this article would allow for an override of \$200,000 to be used for leasing a Senior Center space. It is expected that this override would add about \$50 to the average single-family house (approx. \$540k) annual tax bill. This amount was determined through the efforts of the Senior Center Committee appointed by the Select Board in collaboration with the Council on Aging (COA). The recent UMass Study: Aging in Maynard A Community Needs Assessment identified the need for a new Senior Center from the current location in the Maynard Golf Course Club House. This requested amount is expected to include all necessary buildout costs and leasing needs for such a new Senior Center space. This has been a recognized need in Town for years and one which has been unable to fit into the standard operating budget.

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**ARTICLE: 9                      LEASE OF SPACE FOR USE AS TOWN OF MAYNARD'S  
    SENIOR CENTER AND FOR RELATED PUBLIC  
    SERVICES**

To see if the Town will vote to lease the property at 141 Parker Street, Maynard, Massachusetts for use as the Town's Senior Center and related public services, and to authorize the Select Board to lease the property on the terms and conditions it deems appropriate, including a lease

term up to twenty (20) years, and which are in the best interests of the Town, and to enter into any and all agreements to effectuate the same, or take any other action relative thereto.

To do or act thereon.

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

Comments: (Sponsor) Based on the report of the Senior Center Committee, the town's Council on Aging successfully lobbied the Select Board to direct the Town Administrator to conduct a Request for Proposals (RFP) for the acquisition of real property to be leased from a private owner for a new Senior Center. This article authorizes the maximum length of time that any lease agreement could be approved by the Select Board for any property for the purpose of a senior center. It is expected that the lease terms will include an initial term of less than 20 years, but may have options to extend up to 20 years in increments determined by the Select Board at the advice of the Town Administrator. Authorizing extensive lease terms allows for flexibility in negotiations and advantages in budget projections for the expenses associated with any new space. Private owners are expected to prefer longer lease terms for their own business purposes, especially if planning to make improvements to the offered spaces for the town. The necessary appropriation for the costs of any lease is included in a separate article.

Comments: (Finance Committee) Passage of this article would allow for the Select Board to negotiate for a lease at 141 Parker Street for a new Senior Center. The recent UMass Study: Aging in Maynard A Community Needs Assessment identified the need for a new Senior Center from the current location in the Maynard Golf Course Club House.

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# **ARTICLE: 10                    CONTINGENT BUDGET FOR MAYNARD PUBLIC SCHOOLS**

To see if the Town will vote to raise and appropriate the following amounts from the tax levy for Fiscal Year 2026 for the operations of Maynard Public Schools, contingent upon passage of a proposition 2 ½ ballot question under General Laws Chapter 59, Section 21 C:

Purpose	Amount
Education – Maynard	
Expenses	\$ 612,000
Total Contingent Appropriation	\$ 612,000

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$ 612,000.00  
 FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) The School Committee advocates for a funding amount higher than the recommendation over FY25 presented by the Town Administrator. The School Committee reports the necessity of using reserves plus an appropriation of a minimum amount of \$612,000 over the Town Administrator's recommendation for Maynard Public Schools in FY26. The Select Board recognizes this period of exceptionally challenging and difficult budgeting by Maynard Public Schools to meet expectations for services. This article reflects the Select Board's alignment with the School Committee to address the needs of the school district, including its students, staff and greater community.

Comments: (Finance Committee) At Town Meeting

**ARTICLE: 11           TRANSFER FUNDS FROM AMBULANCE RECEIPTS  
RESERVED FOR LEASE APPROPRIATION  
FOR FISCAL YEAR 2026**

To see if the town will vote to transfer the sum of \$299,032.84 from Fund 3017 Ambulance Receipts Reserved for Appropriation to pay the fifth year of a five-year lease for the purchase of an ambulance (\$76,555.26), the third year of the seven-year lease appropriated at the May 2022 Town Meeting for the purchase of a E-One Typhoon Pumper with Emax pump (\$121,572.17), and the second year of a five-year lease appropriated at the May 2024 Town Meeting for the purchase of an ambulance (\$100,905.41).

To do or act thereon.

SPONSORED BY:                       Select Board  
APPROPRIATION:                   \$292,032.84  
FINCOM RECOMMENDATION:   Recommends

Comments: (Sponsor) This article appropriates funds from collected revenues of ambulance operations for the fifth and final payment of a five-year lease to purchase agreement for an ambulance, and the third payment in a seven-year lease to purchase of a fire truck, and the second payment of a five-year lease to purchase of an ambulance. The anticipated balance of the Ambulance Receipts Reserved fund is \$575,000 by June 2025, and unspent funds are retained into the next fiscal year.

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

**ARTICLE: 12           TRANSFER FROM GENERAL STABILIZATION: SOLID  
WASTE AND RECYCLING SERVICES**

To see if the Town will vote to transfer from General Stabilization the sum of \$478,674 for the costs associated with solid waste and recycling services provided to the town.



To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$478,674.00  
 FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) The costs for services for collecting, transporting and processing solid-waste (trash) and recycling rise each year, and were unable to be offset by projected revenue from the sale of stickers nor tax collection. A transfer from General Stabilization does not require an increase in tax collection. Endeavoring to balance the town's general fund budget without overburdening tax-payers, the Select Board identify this transfer from one of the town's sources of reserves as an appropriate use of General Stabilization Funds. Traditionally, a portion of the town's certified Free Cash is contributed to General Stabilization. Transfer from General Stabilization does not impact the town's credit rating, unless contributions were not regularly made subsequently. This transfer is meant to be combined with the appropriation of Free Cash to cover the costs of services for Fiscal Year 2026, as well as meet the need to prepare for the administration of a new Enterprise Fund in Fiscal Year 2027. The new Enterprise Fund was already approved by voters at Special Town Meeting, October 7, 2024.

Comments: (Finance Committee) At Town Meeting

**ARTICLE: 13 COMMUNITY PRESERVATION FUND BUDGET FOR FISCAL YEAR 2026**

TO SEE IF THE TOWN WILL VOTE TO appropriate or reserve from FY2026 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	\$120,000.00
Long-Term Debt - Interest	\$5,100.00

**Reserves:**

Historic Preservation Reserve	\$45,000.00
Open Space Reserve	\$45,000.00
Community Housing Reserve	\$45,000.00
Budgeted Reserve	\$179,900.00

**TOTAL FY2026 BUDGET \$450,000.00**

To do or act thereon:

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

FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) 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 FY2026 amounts to be added to the community preservation reserve funds. The funds can be used to support a variety of community projects, as defined by state Community Preservation Act legislation. Applications for projects are reviewed annually, generally in the fall, and can come from community groups and town departments. This article also includes funding to cover ongoing debt payments on the municipal golf course land, which was purchased as a Community Preservation Fund project.

Comments: (Finance Committee) Passage of this article would authorize \$450,000 in FY2026 Community Preservation Funds to be appropriated or reserved as recommended by the Town's Community Preservation Committee (CPC). This budget is based on the projection of revenue collected through the Community Preservation Act (CPA) real estate tax surcharge adopted at the 2006 Town Meeting and is similar to the budget for FY2025, though with less interest due on long term debt as the Town continues to pay off its debt from the purchase of the municipal golf course in 2012.

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

ARTICLE: 14 COMMUNITY PRESERVATION RESERVE FUND APPROPRIATIONS

TO SEE IF THE TOWN WILL VOTE TO appropriate from Community Preservation Funds the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, with each item to be considered a separate appropriation, in accordance with the requirements of Massachusetts General Laws Chapter 44B. At the discretion of the CPC, the deadline to return unexpended funds to their funding source may be granted an extension of up to one year.

Appropriations:

From the Community Housing Reserve Fund, the amount of **\$50,000** and from the Budgeted Reserve Fund, the amount of **\$60,000** for the Maynard Affordable Housing Trust Fund.

From the Community Housing Reserve Fund, the amount of **\$21,500.00** for membership dues to the Regional Housing Services Office.

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

Fund.

From the Budgeted Reserve Fund, the amount of **\$25,058.48** for the Coolidge Park and Playground Improvements, with unexpended funds as of June 30, 2027 being returned to their funding source.

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
 APPROPRIATION: **\$206,558.48**  
 FINCOM RECOMMENDATION: Recommends

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

- The funding for the Maynard Affordable Housing Trust will add to funds provided in previous years to support initiatives to create affordable housing in Maynard.
- The Regional Housing Services Office Membership will help the Town effectively implement, administer, and monitor affordable housing projects.
- The funding for the Conservation Trust Fund will add to funds provided in past years to support efforts to purchase property for conservation land protection.
- The Coolidge Park and Playground Improvements projects will fund the construction of an ADA accessible path and overlook with seating. The improvements will facilitate universal access to all members of the community.

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

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**ARTICLE: 15                      CITIZENS' PETITION: PROHIBIT USE OF SECOND-  
 GENERATION ANTICOAGULANT RODENTICIDES ON  
 TOWN PROPERTY**

To see if the Town will vote to Amend the Town By-laws by adopting a new Chapter 47, Prohibit Use of Second-Generation Anticoagulant Rodenticides on Town Property as follows:

## **CHAPTER 47**

### **PROHIBIT USE OF SECOND-GENERATION ANTICOAGULANT RODENTICIDES ON TOWN PROPERTY**

#### **Section A: Applicability**

This by-law applies to all Town-owned property, including buildings, grounds, parks, open spaces, and the public right of way, and shall be adhered to by all employees of the Town of Maynard, as well as third party vendors and contractors providing services at Town-owned property.

#### **Section B: Definitions**

1. Rodenticides – A subclass of pesticides, defined under the Massachusetts Pesticide Control Act, General Laws Chapter 132B, as substances or mixtures of substances intended to prevent, destroy, repel, or mitigate rodents that are declared to be pests by the Massachusetts pesticide board.
2. SGAR – Acronym of Second-Generation Anticoagulant Rodenticides, rodenticides developed to control rodents that are resistant to First-Generation Anticoagulant Rodenticides and contain compounds that interfere with blood clotting and cause death from excess bleeding while also remaining in animal tissues for an extended period of time. These products currently include, but are not limited to, those products containing brodifacoum, bromadiolone, difenacoum, or difethialone.

#### **Section C: Use of SGARS**

The use of SGARs on Town-owned properties is hereby prohibited as of the effective date of this by-law.

#### **Section D: Emergency Waivers**

Emergency waivers for the use of SGARs on Town-owned property may be obtained from the Board of Health or its designee. Emergency waivers shall be restricted in time and location and shall only be granted after a well-documented request detailing a significant rodent infestation of public health consequence that has already exhausted all viable less-toxic integrated pest and rodent management practices. Any waivers granted under this section shall be published on the Town's website.

#### **Section E: Effective Date:**

The effective date of this By-law is the date that the Attorney General's Office approves the By-law following Maynard Town Meeting approval and adoption of this By-law.

To do or act thereon.

SPONSORED BY:	Citizens' Petition
APPROPRIATION:	None
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) At the time this article was written, there were 127 external SGAR boxes in Maynard, 113 at schools. Considering our schools' proximity to Town woodlands and the Assabet National Wildlife Refuge, this is very concerning. SGARs persist in rat and predator carcasses as well, enabling them to stay in the ecosystem for a long time.(1) They seep into the soil(1) and have been found in insects(13,15) and fish(2,13,16), and water(1,16,29). They are dangerous to children.(19,20,21,22) They are dangerous to pets.(21,28) They are not sufficiently removed during conventional wastewater treatment.(16)

SGARS have devastating secondary effects on predator species, such as Eagles, Owls, and Fox that eat contaminated rodents. They can be used in unlabeled black boxes. 100% of Red-tailed Hawks tested at a MA Wildlife clinic had SGARs in them.(4,6,23) 98% of deceased fishers had at least one anticoagulant(4,6,17), and 82% of the Bald eagles sampled had been exposed to rodenticides(3,4,6).

Predator deaths worsen our rodent problem. Rodenticides cannot effectively reduce rodent populations because rodents populate faster than the SGAR's kill them.(4,18) Any bird, other wildlife or pet that eats poisoned rodents accumulates rodenticides in their own bodies. Since an individual raptor can consume thousands of rodents a year(11,12), and raptors are particularly susceptible to rodenticide poisoning, their deaths result in more rodents in Maynard.(4)

In spite of increasing rodenticide use, studies are showing SGARs don't materially affect rat populations. Some rats are starting to show immunity to SGARs, and can out re-produce them.(10,13,14,18,25,26,27)

The death that occurs after consuming this poison is intensely gruesome and painful. Thousands of children getting sick and pets dying from consuming this product are reported nationally every year as well.(4)

Rodent IPM, (Integrated Pest Management) is cheaper, safer, more effective, and has no secondary effects on predators. IPM involves exclusion, starvation (remove food source) and targeting. IPM is required by state law at all schools in MA (Ch. 132B and 333 CMR 14). In addition to targeting methods that do not affect wildlife, a major part of IPM is managing food waste and trash, to avoid attracting rodents.

One IPM target method is contraception, which is coming on line locally around the country. For example: Washington DC did a contraceptive pilot in two neighborhoods and rat populations were reduced 77% in four months.(30) The city of Newton has been successfully using contraceptives since 2022 as well. IPM programs including trash management have proven to decrease rodent populations in a lasting way.

The city of Lowell does not use SGAR's at their schools.(5) They passed a public SGAR ban by city ordinance on 2/4/25.

Many other towns in MA have passed or are passing similar directives restricting SGARs.(24) In spite of supporting a vast amount of SGARs, Maynard town property is seeing more rat

damage.(7) Warming temperatures are extending rat breeding season.(8,14). In the first half of fy'25 Maynard schools outspent total fy'24 pest management by 74%, and the trend puts them on target to outspend the fy'24 2.7 times.(9). Switching to an IPM protocol on town properties will likely protect our assets better. It will also save countless Wildlife allowing natural and free predation, support healthy Raptors, cleaner soils, as well as save us money on pest control.

To sum up: "Maynard is currently using a poison to kill rats that is actively being banned around the country. This poison is killing the predators that hunt and kill rats, which in turn allows the rat populations to increase. Let's join the other communities in Massachusetts and the rest of the country and ban SGARs in our town" – (Newton's Public Buildings Commissioner)  
Finally: Maynard Master Plan Goal NCH1: "Enhance the protection and preservation of sensitive natural resource areas that contribute to the health and well-being of the community, as well as offer critical habitat to wildlife and provide important ecological functions."

Local organizations that support this initiative: Maynard Board of Health, Maynard Sustainability Committee, Maynard Conservation Commission, Sudbury Valley Trustees, Newhouse Wildlife Rescue, Friends of Woodlands and Waters, OARS the Organization for the Sudbury Assabet & Concord Rivers, MA Audubon.

See [savemaynardwildlife.org](http://savemaynardwildlife.org) for more information.

1. [The Silent Killer: Why Freely Spreading Rat Poison in Your Yard is a Dangerous Game](#)
2. [Anticoagulants Impact Aquatic Food Web - Raptors Are the Solution](#)
3. [Anticoagulant rodenticide exposure and toxicosis in bald eagles \(\*Haliaeetus leucocephalus\*\) and golden eagles \(\*Aquila chrysaetos\*\) in the United States | PLOS One](#)
4. Town of Newton info sheet
5. Banner Pest Company
6. MA Audubon Rescue Raptors data p. 6
7. Anecdotal reports, Maynard well wire eaten by rat, senior center temporarily closed early 2025 from rat damage
8. NPR.org, [Hotter temperatures are helping rat populations grow : NPR](#) , [Rats thrive under climate change | Here & Now](#)
9. Town accounting records as of 12/31/24
10. <https://www.science.org/doi/10.1126/sciadv.ads6782>, p.15
11. Great Horned Owl *Bubo virginianus* may eat more than 4,000 mice per year - MN Department of Natural Resource
12. Eastern Screech Owls can easily eat more than 1000 mice per year – Smithsonian's National Zoo & Conservation Biology Institute, <https://nationalzoo.si.edu/animals/eastern-screech-owl>

13. <https://link.springer.com/book/10.1007/978-3-319-64377-9>, book; Anticoagulant Rodenticides and Wildlife \*\*\*
14. [New Study Shows Increases in Rat Populations Around the Globe are Linked with Warming Temperatures and Growth of Cities – news - University of Richmond](#)
15. [‘It’s really scary’: How rat poisons are wreaking havoc on raptors and other wildlife | Science | AAAS](#) \*\*\*
16. [EPA-HQ-OPP-2015-0770-0144\\_attachment\\_4.pdf](#)
17. <https://pubmed.ncbi.nlm.nih.gov/37857759/>
18. Laura Kiesel, M.Sc., Natural Resources Sciences & Management, personal email, 3/5, 3/8/25
19. <https://beyondpesticides.org/dailynewsblog/2010/12/rat-poisons-continue-to-threaten-children/>, Environmental Health News
20. <https://www.scientificamerican.com/article/rat-poisons-endanger-10000-children/>
21. American Association of Poison Control Centers (AAPCC), Animal Legal Defense Fund 2023 <https://aldf.org/project/california-ecosystems-protection-act/>
22. EPA, <https://www.audubon.org/magazine/january-february-2013/poisons-used-kill-rodents-have-safer#:~:text=A%20four%2Dyear%20survey%20>
23. November 2020 study found 100% of Red-tailed Hawks tested at a MA wildlife clinic had SGARs in their organs. <https://pubmed.ncbi.nlm.nih.gov/33405327/>
24. MA Audubon Rescue Raptors team tracker
25. [Anticoagulant rodenticides and resistance development in rodent pest species – A comprehensive review - ScienceDirect](#)
26. “In recent years, resistance towards some SGARs has been reported in rat populations (Buckle 2013; Meerburg et al. 2014). “Besides the issue of resistance in decreasing the efficacy of the use of ARs, the potential risks of rodenticides to non-target rodents and secondary poisoning of predators is now recognized. The practice of permanently placing SGARs.....providing a constant source of ARs to rats and house mice has led to AR resistance in rats (Cowan et al. 1995; Endepols et al. 2012; Buckle 2013). Cowan et al. (1995) (contained in #13 above, 13)
27. "In broad contiguous areas where there are lots of factors at play, I don't know of any studies that show SGARs reduce rodents in or around cities at the population level....There is no city that had a rat problem and fixed it with rat poison, so obviously that method is not working." Rodenticides on their own are ineffective because you're essentially trying to outkill an animal that is designed to reproduce as much as possible and if all you're trying to do is knock back the population, it's going to be a never-ending cycle and you're not going to be able to kill enough rats to overcome that reproduction rate." Maureen H. Murray <https://www.lpzoo.org/experts/maureen-murray2/> Chicago Rat Project: <https://www.lpzoo.org/science-project/the-chicago-rat-project/>
28. Pets: [Rodenticides • MSPCA-Angell](#)



29. In water, a [half-life](https://npic.orst.edu/factsheets/bromadgen.html) of 392 days has been reported for bromadiolone, in some water conditions it may not break down per <https://npic.orst.edu/factsheets/bromadgen.html>

30. [SenesTech, DC Health study ContraPest deployment | Pest Management Professional](#)

Comments: (Finance Committee) Passing this article would ban second-generation anticoagulant rodenticides (SGARs) on Town-owned property. The majority of FinCom recommends this article because it believes that the environmental harms caused by SGARs are appropriately regulated by the article as written. The net financial impact of the article's passage is not explicitly calculable, but this article does not require a specific replacement for SGARs allowing the Town some flexibility in its replacement.

## ARTICLE: 16 SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2026

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 2026 (July 1, 2025 – June 30, 2026).

**TOTAL REVENUES \$ 4,225,809.50**

### EXPENSES - DIRECT

Sewer - Salaries	\$ 495,400.00
Sewer – Expense	\$ 395,000.00
Sewer - Capital	\$ 495,090.00
Sewer - Long Term Debt Principal	\$ 626,096.00
Sewer - Long Term Debt Interest	\$ 112,370.00
Sewer - Waste Water Treatment Plant Expense	<u>\$ 1,691,240.00</u>
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$ 3,815,196.00</b>

### EXPENSES - INDIRECT

Insurance - Health/Life/Unemployment	
Retirement	\$ 131,995.00
Shared Employee Costs	<u>\$ 275,618.50</u>
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 410,613.50</b>

**TOTAL FY2026 BUDGET \$ 4,225,809.50**

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$4,225,809.50
FINCOM RECOMMENDATION:	At Town Meeting



Water - Salaries	\$ 525,600.00
Water – Expense	\$ 1,030,500.00

Water - Capital	\$ 719,559.00
Water – Long Term Debt Principal	\$ 200,000.00
Water – Long Term Debt Interest	<u>\$ 292,405.75</u>
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$ 2,768,064.75</b>

**EXPENSES - INDIRECT**

Insurance - Health/Life/ Unemployment	
Retirement	\$ 174,374.92
Shared Employee Costs	<u>\$ 340,553.12</u>
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 512,928.04</b>

**TOTAL FY2026 BUDGET** **\$ 3,280,992.79**

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$3,280,992.79  
 FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) The Fiscal year 2026 Water Enterprise Budget is a (9.56%) increase from Fiscal Year 2025. The increase in Fiscal Year 2026 Water Enterprise Fund Budget is a result of rising expenditures due to several factors including economic inflation factors, state and federal unfunded mandates, increasing health insurance, and increased need for capital improvements to distribution and treatment. Including initiating the five-year financial savings plan to enter Phase two of the towns four phase water capacity improvement plan, Rockland treatment plant and new well upgrades. This budget also includes funding to initiate the customer in home filtration rebate program for those displaced customers experiencing discolored water from our failing Old Marlborough treatment plant.

Comments: (Finance Committee) At Town Meeting

**ARTICLE: 19           TRANSFER FROM WATER RETAINED EARNINGS,  
 WATER ENTERPRISE RESERVE FY2026**

To see if the town will vote to transfer from “Water Retained Earnings” the sum of \$500,000.00 for the purpose of replenishing the reserve fund within the Fiscal Year 2026 (FY26) Water Enterprise operating budget to provide for unanticipated expenditures.

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$500,000.00  
 FINCOM RECOMMENDATION: At Town Meeting

Comments: (Sponsor) The transfer of Water Retained Earnings for the purpose of our ongoing cyclical reserve fund transfer within the Water Enterprise budget allows the Select Board, as the

town's water and sewer enterprise commissioners in conjunction with the Department of Public Works (DPW) Director, to efficiently respond to unanticipated failures within the town's public drinking water utility system. Swift response is required for issues that arise from the aging system. Significant amounts of the utility's infrastructure are well beyond its designed life cycle. Establishing dedicated reserve funds follows industry standard financial best practice policies.

Comments: (Finance Committee) At Town Meeting

**ARTICLE: 20                      TRANSFER FROM WATER RETAINED EARNINGS,  
CAPITAL IMPROVEMENTS**

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

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$180,000.00
FINCOM RECOMMENDATION:	At Town Meeting

Comments (Sponsor Comments): The transfer of Water Retained Earnings for the purpose of supporting capital equipment procurement of two (2) Ford F350 Trucks, these are replacements for one of our service trucks that has been disposed of due to an unrepairable repair issue, and a replacement for another truck that is 15+ years old. These service vehicles replacement is vital due to reliability and enhanced efficiency within our operational programs. This equipment is integral to the operation and repair of our water distribution utility. The upgrade of this equipment will provide safe and efficient means of response and capability of public drinking water utility operations. The cost of procurement is directly related to the water enterprise retained earnings, which will avoid debt/borrowing and long-term interest payments. Procurement will not influence the water and sewer rates.

Comments (Finance Committee): At Town Meeting

**ARTICLE: 21                      MAYNARD GOLF COURSE RECEIPTS TRANSFER**

To see if the town will vote to transfer the sum of \$99,042.82 from the Maynard Golf Course Receipts Reserved for Appropriation to pay for capital improvements to the golf course.

To do or act thereon.

SPONSORED BY:	Select Board
APPROPRIATION:	\$99,042.82
FINCOM RECOMMENDATION:	Recommends

Comments: (Sponsor) 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. The allocations requested 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 the golf business function over the past several years. Function proceeds are part of a direct revenue payment to the Town of Maynard per our contractual agreement. Yearly receipt allocations are being compounded deliberately to fund a large-scale capital improvement project that cannot be solely funded through a single year funding appropriation. The current balance in our capital improvement account for this project is \$247,324.74. Current costs for the roof replacement project are \$780,000.00.

Comments: (Finance Committee) Passage of this article would transfer the sum of \$99,042.82 from the Maynard Golf Course Receipts Reserved for Appropriation to pay for capital improvements to the Golf Course. This is part of an ongoing savings plan to fund large scale capital improvements to the Club House.

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**ARTICLE: 22                      BY-LAW AMENDMENTS CH 4, 9, & 43; TOWN OFFICERS  
AND BOARDS/COMMITTEES, COA, & ADA**

To see if the Town will vote to Amend the Town By-laws by adopting a change to Chapter 4, TOWN OFFICERS, BOARDS AND COMMITTEES under Boards/ Committees by replacing the current bylaw with the following text:

“The Town shall have the following Officers and Multiple Member Governmental bodies with members appointed by the indicated authority for the stated terms.

\* For Town Officers appointed by either the Select Board or the Town Administrator, the Term and Comment for each position are not considered part of this By-law and are provided for informational purposes only, unless specified in the Town Charter. They reflect the current situation and may change without a Town Meeting vote, based on the appointment of a new individual for the position, collective bargaining negotiations, or restructuring of the position.

**Select Board**

<b>Officer</b>	<b>Term</b>	<b>Comments*</b>
Town Administrator	3 year	renewable contract
Assistant Town Administrator	3 year	renewable contract
Town Counsel	Contract	contract with a firm

Director of Public Works	3 year	renewable contract
Police Chief	3 year	renewable contract
and all police officers	Indefinite	Union contract
Fire Chief	3 year	renewable contract
Planning Director	3 year	renewable contract
or Town Planner	Indefinite	Salary Admin. Plan
Veterans Administrator	Indefinite	Salary Admin. Plan
Director of Emergency Management	Indefinite	a duty of the Fire Chief
One or more Constables	Indefinite	
Two or more Fence Viewers	Indefinite	
Towns Representative to Town	Indefinite	
Retirement Board		
Keeper of Lock Up	Indefinite	a duty of the Police Chief
Tree Wardens	Indefinite	a duty of the DPW Director

<b>Boards/Committees</b>	<b>Number of Members</b>	<b>Term in years</b>	<b>Number appointed per year</b>
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Americans with Disabilities Acts Commission	7	3	3/2/2
Affordable Housing Trust Board	5	2	3/2
Conservation Commission	5	3	2/2/1
Maynard Historical Commission	5	3	2/2/1
Board of Appeals	5	3	2/2/1

Also appoints 2 associate members

Board of Assessors	3	3	1/1/1
Board of Health	3	3	1/1/1
Community Preservation Committee	9	3	3/3/3

Select Board only appoint 3 members, remaining members appointed per the Community Preservation Committee bylaw.

Planning Board	5	5	1/1/1/1/1
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Also appoints 1 associate member for a term of 3 years

Capital Planning Committee	5	3	2/2/1
Maynard Citizen's Corps	7	1	7

#### Executive Board

Board of Health appoints 3; Select Board, School Committee, Fire Chief and Police Chief appoint 1 each. Unlimited volunteers approved by Executive Board

Recreation Commission	5	3	2/2/1
Board of Registrars	5	3	2/1/1

Town Clerk to be a permanent member

Council On Aging Board	7	3	3/2/2
Cultural Council	7	3	3/2/2
Sustainability Committee	7	3	3/2/2

#### Town Administrator

<b>Officer</b>	<b>Term</b>	<b>Comments*</b>
Town Clerk	Indefinite	Union contract
Financial Director	Indefinite	Salary Admin. Plan
Town Treasurer/Collector	Indefinite	Union contract
Town Accountant	3 year	renewable contract
Chief Assessor	Indefinite	In conjunction with the Board of Assessors – Union contract
Board of Health Director/ Public Health Officer	Indefinite	In conjunction with the Board of Health - Salary Admin. Plan
Conservation Agent	Indefinite	In conjunction with the Conservation Commission – Union contract
Director, Council On Aging	Indefinite	In conjunction with the Council On Aging Board – Union contract
Facility Manager	Indefinite	Role of the DPW Director
Building Commissioner/Zoning Code Enforcement Officer	Indefinite	Union contract
Plumbing Inspector	Appointed Yearly	
Inspector of Gas piping and Gas Appliances	Appointed Yearly	
Wiring Inspector	Appointed Yearly	
Animal Control Officer	Appointed Yearly	
Inspector of Animals	Appointed Yearly	
All Assistant Inspectors	Appointed Yearly	

<b>Boards/Committees</b>	<b>Number of Members</b>	<b>Term in years</b>	<b>Number per year</b>
Tree Committee	5	3	2/2/1

<b>Town Moderator Committee</b>	<b>Number of Members</b>	<b>Term in years</b>	<b>Number appointed per year</b>
Finance Committee	7	3	3/2/2
By-Law Committee	5	3	2/2/1
Standing Committees authorized by Town Meeting”		As Needed	

And to make the following changes to Chapter 9, COUNCIL ON AGING as shown below:

**Section 2:** The Council On Aging Board, hereby commonly known as the COA Board shall consist of seven (7) members appointed by the Select Board for a term of three (3) years, except the [appointment to increase the number of the members of the board from five \(5\) to seven \(7\)](#)

members shall be done so that the number of members appointed each year follows the sequence of 3/2/2, as described in Chapter 4 of these bylaws. All members shall hold office until their successors are designated by the Select Board. Any appointment to fill a vacant unexpired term shall serve only the remainder of the term. There shall be no age restriction nor requirement to serve on the Council On Aging Board. The COA Board shall support all programs offered by the Council on Aging to meet the issues of the elder population.

And to make the following changes to Chapter 43, AMERICANS WITH DISABILITIES ACTS (ADA) COMMISSION as shown below:

**“Section 1. Membership:**

a. There shall be an Americans with Disabilities Acts (ADA) Commission which shall consist of seven (7) members which shall be appointed by the Select Board for a term of three (3) years, except for the appointment to increase the number of the members of the board from five (5) to seven (7) members shall be done so that the number of members appointed each year follows the sequence of 3/2/2”

To do or act thereon.

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

Comments: (Sponsor) With the approval of the Town Charter at last year’s Town Election, the Town By-laws have to be updated to reflect the changes to the Charter. The changes to Chapter 4, reflect the deletion of committees and positions that are no longer required, the addition of committees that now exist, and the renaming of positions, to better reflect their role and current title.

Additionally, both the Council of Aging Board and the ADA Commission would like to increase the size of their Board/Commission from five (5) to seven (7) members. This change is sought because: 1) both are currently limited to five (5) members, requiring three (3) members to form a quorum. With only five members, it is often difficult to set a meeting time when a quorum is available. Mathematically, a larger number allows for more possible combinations of attendees to reach a quorum. 2) With the expected increased workload involved in collaborating with the Senior Center Committee over the next several years, and the adoption of other ambitious annual goals, the COA Board will benefit from the additional volunteer hours a larger membership will provide. 3) The ADA Commission currently have several additional people who are interested in being involved and serving on the board. According to MGL, Ch. 40, s.8J, an ADA Commission can have up to thirteen (13) members, and the Commission feels that an increase of two (2) members would address their needs for now.

Comments: (Finance Committee) The by-law changes are being made to align the by-laws with recent changes to the town charter and current town practices. No substantial changes are made, except for the expansion of two committees by two members.

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## ARTICLE: 23 BY-LAW AMENDMENTS CH 21; NUISANCES

To see if the Town will vote to Amend the Town By-laws by deleting Chapter 21, NUISANCES, Section 17, and replace it with the following:

### Section 17:

- A. Operators of bicycles shall obey G.L Chapter 85, Section 11B as amended: Bicycles; operation and equipment; regulations; federal product safety standards, effect; races; violations; penalties.
- B. Any person who violates the provisions of this section shall be punished by a fine of twenty dollars (\$20) for each violation.

To do or act thereon.

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

Comments: (Sponsor) Most of Chapter 21 had been revised at Town Meeting a few years ago. At that time, it was noted that all of what was in our By-laws concerning operation and modification of bicycles came directly from G.L Chapter 85, Section 11B. But our By-laws did not include everything that is in that section of G.L. A recent review of this section of By-laws caught a difference between our By-law and G.L. The committee decided not to only correct that one subsection, but to reference the entire G.L. Ch.85, sec. 11B for our By-laws. We have maintained the maximum fine the state allows of twenty dollars (\$20). In the past, we have been asked why have this in the By-laws if we are only following state law. Forty to fifty years ago, a person may have fairly easy access to the town By-laws, but would be hard pressed to have access to Massachusetts General Law. Today, they could easily look it up on-line, if they know where to look. And the committee also wants to confirm that we do not view bicycle riders as nuisances; it's any rider who does not follow the rules of the road, i.e., state law, that becomes a nuisance.

Comments: (Finance Committee) This article proposes to replace the current by-law text with a link to identical text set forth in the equivalent state law, M.G.L. c. 85 § 11B, as state law is now easily accessible online. Passing this article will replace the text with the link.

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## ARTICLE: 24 BY-LAW AMENDMENTS CH 23; MECHANICAL GAMES

To see if the Town will vote to Amend the Town By-laws by repealing Chapter 23, MECHANICAL GAMES in its entirety.

To do or act thereon.

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



Comments (Sponsor) Chapter 23, Mechanical Games regulated the licensing of pinball, video games and other automated amusement devices in a commercial setting. Gaming arcades have long disappeared for the most part, being replaced by home video games. This By-law no longer serves any useful purpose and should be repealed.

Comments (Finance Committee) This article proposes to repeal a by-law which regulates the licensing of equipment which is no longer used in Maynard. Passing this article would repeal the by-law.

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# **ARTICLE: 25                    CITIZENS' PETITION: BY-LAW AMENDMENT CH48; SIDEWALK, HYDRANT, & STORM DRAIN ACCESS**

To see if the Town will vote to Amend the Town By-laws by adopting a new Chapter 48, Sidewalk, Fire Hydrant, and Storm Drain Access as follows:

## **Section 1: Purpose**

This bylaw aims to improve public safety by outlining the responsibilities of property owners, occupants, and businesses to ensure sidewalks and fire hydrants remain accessible. It also encourages keeping storm drains unobstructed to prevent flooding and icing.

## **Section 2: Responsibility for Sidewalk Access**

### **A. Snow and Ice Removal**

- a. A public sidewalk shall be free of snow and ice within thirty-six (36) hours after the cessation of snowfall.
- b. If ice cannot be removed, it shall be treated with deicing material to reduce hazards.

### **B. Vegetation Removal**

- a. Trees, bushes, and other vegetation shall not obstruct the sidewalk. All overhanging branches, shrubs, and plants must allow unobstructed passage.

### **C. Obstructions**

- a. No vehicles, objects, or other obstructions shall block the sidewalk at any time regardless of resident status.
- b. Exception: Reasonable effort should be made to keep trash and recycling receptacles off the sidewalk during collection times to ensure pedestrian access.

### **D. Assignment of Responsibilities:**

- a. Businesses and single-family homeowners are responsible for snow, ice and vegetation removal on sidewalks abutting their property.
- b. Renters of single-family homes may be responsible for snow, ice and vegetation removal if their lease assigns this duty to them.
- c. Owners of multi-family or apartment complexes are responsible for snow, ice and vegetation removal; renters and residents are not.
- d. Condo owners should check their condo documents to determine whether their responsibility aligns with multi-family or single-family homeowners.
- e. If a property owner or occupant is unable to clear the abutting sidewalk or will be out of town during a snow event, they are responsible for making arrangements to ensure their sidewalk is cleared in accordance with this bylaw. It is recommended that

neighbors work together as a community to achieve safe sidewalk access; however, individuals may choose to hire private and/or volunteer groups to assist at the owner's discretion.

- f. The Town's Department of Public Works (DPW) may, at its discretion, perform access management on selected sidewalks to address snow, ice and vegetation issues through shoveling, pruning, salting, plowing, or other clearing methods. This service is discretionary, and the DPW reserves the right to modify, reduce, or suspend these sidewalk upkeep efforts as needed.

### **Section 3: Responsibility for Fire Hydrant Access**

- A. A clear path from the roadway to a fire hydrant shall be maintained at all times.
- B. A minimum clearance three (3) feet on all sides of the hydrant shall be maintained at all times.
- C. The path and clearance shall be free of, but is not limited to: snow, vegetation, vehicles, or debris that could obstruct access to the hydrant.
- D. Businesses, single-family and multi-family homeowners, renters, and condo owners have the same responsibilities for fire hydrant access as they do for sidewalk access outlined in Section 2 of this by-law.
- E. The Town's Fire Department may, at its discretion, perform access management on selected fire hydrants to address snow, ice and vegetation issues through shoveling, pruning, salting, plowing, or other clearing methods. This service is discretionary, and the Fire Department reserves the right to modify, reduce, or suspend these efforts as needed.

### **Section 4: Responsibility for Storm Water Drains**

- A. Homeowners, residents, property owners, and businesses are encouraged to make reasonable efforts to keep stormwater drains located on or adjacent to their property clear of sticks, leaves, snow, ice, objects, and other obstructions that may impede water flow.
- B. Regular checks and clearing of stormwater drains are encouraged, especially before and after heavy rainfall, storms, or during autumn when leaves often cause blockages.
- C. If a stormwater drain is significantly blocked or damaged, homeowners, property owners, occupants, residents, and businesses are encouraged to promptly report the issue to the DPW.
- D. No one shall intentionally obstruct, block, or introduce materials into stormwater drains that could contribute to clogging or pollution.

### **Section 5: Penalties for Non-Compliance**

- A. Failure to comply with this bylaw may result in a warning or a fine.
- B. Fines, if assessed, will be as follows:
  - a. Single-family homeowners and single-family renters may be fined at a rate of \$25 per day with a maximum sum of daily fines per infraction up to \$100.
  - b. Businesses and multi-family property owners may be fined at a rate of \$50 per day with a maximum sum of daily fines per infraction of up to \$200.

### **Section 6: Enforcement**

- A. The Maynard Police Department shall have authority to enforce the provisions and issue citations as necessary of this bylaw.
- B. Citations shall be issued under the non-criminal disposition procedure set forth in Massachusetts General Law, Ch. 40, § 21D.

## Section 7: Severability

A. In case any section, paragraph or part of this By-law be for any reason declared invalid or unconstitutional by any court, every other section, paragraph, and part shall continue in full force and effect.

To do or act thereon.

SPONSORED BY: Citizens' Petition  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor)

### **Background:**

Maynard currently lacks formal regulations assigning responsibility for maintaining clear sidewalks, ensuring fire hydrant access, and clearing stormwater drains. Without explicit responsibility, these essential public safety tasks are often neglected. This by-law establishes specific roles and responsibilities for keeping sidewalks, fire hydrants, and storm drains accessible to ensure the long-term safety of our citizens, visitors, and community.

## **Frequently Asked Questions**

### ***Sidewalks***

#### **Why Should Maynard prioritize sidewalk access and upkeep?**

Blocked and unsafe sidewalks create significant challenges for our community, affecting accessibility, safety and quality of life. Addressing this issue will benefit everyone in Maynard, with improvements in:

1. Senior Accessibility – The *Aging in Maynard* study, conducted by UMass Boston working in conjunction with Maynard's Council on Aging, highlighted that "limited sidewalks and poorly maintained roads create barriers for older residents," citing icy sidewalks as a serious safety risk. The study also documented "...residents recounting instances of falls." As Maynard's senior population grows, maintaining safe sidewalks is essential at all times of year.
2. Mobility Device Accessibility – Individuals of all ages using crutches, wheelchairs, or mobility assistance devices should not be forced into the street or confined at home due to inaccessible sidewalks. Maynard should ensure all residents can navigate town safely.
3. Student Safety – Impassable sidewalks force students into the road while waiting for buses, increasing the risk of accidents, especially in winter conditions. Keeping sidewalks clear during all times of year helps protect the children of Maynard.
4. Community Access & Safety – Families, runners, dog walkers, and walkers face unnecessary risks when sidewalks are blocked, forcing them into the street. In addition, parents and caregivers should never have to push strollers in the road simply because a sidewalk is impassable. Keeping sidewalks clear not only improves safety, but also makes Maynard a more welcoming and livable community.

**The sidewalks are not in good shape. Why should we care about keeping them clear?**

Let's be frank: some sidewalks in Maynard need repairs. To be clear, the structure of the sidewalk itself is the responsibility of the town, not the responsibility of the residents or business owners. However, allowing snow, ice, vegetation, and other obstructions to remain on sidewalks can cause damage quickening the deterioration of their structure. To keep Maynard a walkable town, we must preserve and protect our existing sidewalks, while simultaneously encouraging future improvements.

***Fire Hydrants***

**Why is fire hydrant access important?**

It's all about public safety! We all know fire hydrants provide firefighters with quick access to water, allowing them to control and extinguish fires efficiently. But an inaccessible fire hydrant is useless. Clear access helps protect lives and property by enabling faster response times and improving overall fire safety. An obstructed hydrant can delay firefighting efforts, increasing the risk of fire spreading and endangering more people and structures. We currently rely on the Maynard Fire Department to clear hydrants when time permits, but active fires can cause delays, creating a safety risk. Residents can assist our Fire Department and help protect our town by clearing hydrants.

**Why do fire hydrants need three (3) feet of clearance?**

The National Fire Protection Association recommends this minimum space requirement to ensure secure footing and efficient operation during emergencies. Firefighters require at least three feet of clearance to safely and effectively connect large hoses and use essential tools, such as long-handle wrenches, while having adequate footing to limit risk of injury.

***Storm Water Drains***

**Should residents, businesses, property owners, and homeowners be responsible for clearing storm drains?**

Clogged storm drains can lead to rapid property damage from flooding and create hazardous icy conditions for pedestrians and drivers in winter. Keeping drains clear ensures our stormwater infrastructure functions properly and allows water to drain as intended, benefiting the entire community. The by-law encourages cleaning storm drains and/or reporting blockages to Maynard's Department of Public Works (DPW) but does not mandate it. Storm drains are often in the street and therefore, on public property; however, Maynard citizens and government should work together to quickly clear these essential infrastructure entrance points.

***Logistics***

**Why does this by-law talk about other blockages rather than just snow and ice?**

While snow and ice are common obstacles affecting sidewalks, fire hydrants, and storm drains, they aren't the only ones. Examples include a parked vehicle that completely blocks a sidewalk, leaves that clog a storm drain, and overgrown bushes that hinder firefighters from accessing a hydrant. This by-law aims to keep sidewalks, fire hydrants, and storm drains free from all obstructions, ensuring safety and accessibility year-round.

**Why is there a time limit of thirty-six (36) hours?**

The goal is to clear sidewalks, fire hydrants, and storm drains as soon as possible after a storm. However, personal responsibilities may prevent immediate action. Many towns require clearing within twelve hours, while larger cities like Boston mandate it within three. The extended

timeframe provides Maynard with added flexibility while maintaining a focus on accessible infrastructure.

**I pay taxes, why should I have to clear my sidewalk, fire hydrant or storm drain?**

Currently, Maynard's DPW plows only nine sidewalks in Maynard, and that number has been decreasing over time. Expanding DPW services would require significant funding for new equipment, more frequent replacements, additional staffing (often at overtime rates), and possibly more contractors. In addition, significant up front expenses would be required to repair all sidewalks to allow for the DPW equipment to be usable across our entire town infrastructure. If the DPW increases services to meet these needs, this could cost the town hundreds of thousands in additional expenses per year, which Maynard would struggle to afford without a subsequent tax increase. Rather than increasing the tax burden on residents and businesses, this by-law promotes a sense of community and shared responsibility. Safe sidewalks, accessible fire hydrants, and effective storm drains benefit us all.

**What if I'm out of town or unable to clear these pieces of infrastructure myself?**

We all travel, visit family, or face circumstances that prevent us from clearing sidewalks, storm drains and fire hydrants. However, those who remain in Maynard still deserve safe passage, accessible hydrants, and minimized flooding. This by-law requires property owners take responsibility for accessibility, even when away. This is an opportunity to work together—help a neighbor, volunteer to shovel for a friend, or arrange assistance in advance. A safer community starts with all of us looking out for one another.

***Enforcement***

**Are we going to educate?**

Absolutely. The first step in any educational effort is establishing clear rules. From there, it's up to all of us—residents, the town, DPW, fire department, police, visitors, and more—to spread the word about what is required as part of our community. This is a cultural shift, and change takes time. Let's be patient, support one another, and work together to improve access to our critical infrastructure. For the first few seasons, "enforcement" will place heavy emphasis on education, communication, and warnings.

**Why do we need fines?**

Fines promote accountability and help ensure public safety by keeping sidewalks, fire hydrants, and storm drains accessible. The purpose of these fines is to reinforce the policy with meaningful consequences while remaining fair and reasonable. To achieve this balance, fines are structured into two tiers with rates significantly lower than those in peer towns. Importantly, enforcement begins with a warning rather than an immediate financial penalty. When everyone does their part, fines become unnecessary, fostering a safer and more welcoming community.

**Do other towns have fines and time restrictions?**

Yes. Towns with downtown areas and sidewalks, like Maynard, typically require property abutters to clear sidewalks within 12 hours after snowfall ends. Non-compliance fines in these towns range from \$50 to \$100 per day. In contrast, this proposed Maynard by-law starts with a warning, and its fines are lower than fines imposed by towns with similar regulations.

***Legal***

**Isn't this a state law already?**

No. Massachusetts General Law Chapter 40, Section 21(3) allows towns to enact by-laws specifically "... for the removal of snow and ice from the sidewalks, within the limits of the

public ways therein to such extent as they deem expedient. The penalty for the violation of such by-laws shall apply to the owner of abutting property or his agent having charge thereof.” Maynard has not formally assigned or assumed this duty. This creates a gray area where property owners can be held liable if someone slips and falls on a sidewalk abutting their property, but there is no clear documentation regarding who is responsible for sidewalk clearing in our town. This by-law provides clear guidelines to improve safety and reduce uncertainty.

**What does Massachusetts or the federal government say about this?**

Most of these decisions come straight from the Americans with Disabilities Act or the Massachusetts Architectural Access Board. Specifically, from Mass.gov regarding snow removal and accessibility in Massachusetts, *“Under Title II of the ADA, municipalities are required to ensure that all the programs and services they provide are accessible to individuals with disabilities, including municipal streetscapes. After a snowstorm, the municipality is responsible for snow removal from all public rights of way under their control, including accessible elements such as sidewalks, crosswalks, curb cuts, on- and off-street accessible parking, ramps, and stairs. However, municipalities can delegate snow removal responsibility to property owners (like homeowners and businesses) by adopting ordinances or by-laws requiring property owners to clear the sidewalk adjacent to their property within a certain timeframe.”* Similarly, the responsibilities of property owners, homeowners, and renters originate from these same regulations, ensuring accessibility and compliance with state and federal laws.

Comments: (Finance Committee) The article adds a by-law requiring the clearing of snow and vegetation from sidewalks and fire hydrants around residences and businesses, and requires that sidewalks be kept clear of obstructions, including parked cars. The Finance Committee believes this is a good addition to town by-laws and that safe and accessible sidewalks are important for residents and businesses. Without a by-law, the town is unable to require open access to sidewalks. The by-law is designed to favor education over fines and the timeline for snow removal (36 hours) is longer than most other towns reviewed. The Finance Committee understands there may be concerns about implementation of this article but believes the town can work out these issues, including amending the by-law at a future Town Meeting.

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**ARTICLE: 26            LEASE OF RESERVOIR LOT OFF SUMMER STREET**

To see if the town will vote to lease the property at the Reservoir Lot off Summer Street as shown as an approximate area on the plan dated November 12, 2022 and on file with the Town Clerk and to authorize the Select Board to lease the property on the terms and conditions it deems appropriate, including a lease up to 30 years, and which are in the best interest of the Town and to enter into any and all agreements to effectuate same.

To do or act thereon.

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

Comments (Sponsor): The Reservoir Lot off Summer Street sits atop Summer Hill directly across from the cell tower. The parcel is currently leased by AT&T for the purposes of an



accessory wireless telecommunications facility. While AT&T has expressed interest in resigning a lease for the parcel, the Town will conduct an open procurement process through a Request for Proposals (RFP), as dictated under M.G.L. Ch.30B and will determine the most advantageous proposal for the Select board consider awarding a lease-agreement with. The length of the lease will be determined, but a thirty-year term is often recommended for continuity of these type of communication services for the benefit of the community.

Comments (Finance Committee): Passage of this article would allow the Town to procure a new lease for the property at the Reservoir Lot off Summer Street. This parcel is currently where a cell tower is located, and this current lease is expiring. The Town will negotiate a lease agreement through a Request for Proposals process. By allowing the Town up to a 30-year lease term, this will potentially allow for a more advantageous proposal.

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## **ARTICLE: 27 RETIREMENT COST OF LIVING ADJUSTMENT (COLA)**

To see if the Town will vote to raise and appropriate from taxation an increase in the maximum base on which the retiree Cost of Living Adjustment (COLA) base is calculated from its current \$15,000 to \$18,000, pursuant to Chapter 32, Section 103(j) inserted by Section 19 of Chapter 188 on the recommendation of the Retirement Board.

Estimated cost: \$9,000

To do or act thereon.

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

Comments: (Sponsor) This article is requests town meeting to approve the acceptance by the Maynard Retirement Board to increase the amount of the base used to calculate cost living for Maynard retirees from \$15,000 to \$18,000. State law regulates both the cost-of-living increase percentage (currently 3%) and the yearly amount of retirement payout to which that percentage is applied. Currently, the cost-of-living increase is calculated using a payout base of \$15,000.

Comments: (Finance Committee) In the context of Cost of Living Adjustments (COLAs), the "base" refers to the maximum amount of the pension used to calculate the adjustment to keep up with inflation. Current COLA base for public retirees has remained unchanged at \$15,000 since 2011, despite increases in cost of living like healthcare and other expenses. Fincom supports a revision of the COLA base to \$18,000. Of our approximately 140 retirees, only about 100 receive above \$15,000 currently. The maximum increase to each retiree is expected to be about \$90, resulting in a total of approx. \$9,000 as described in sponsor comments.

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## **ARTICLE: 28 RETIREMENT BOARD STIPEND**

To see if the Town will vote to accept the provisions of M.G.L. c. 32 § 20(6) to provide an annual stipend of \$3,000 to each member of the Maynard Retirement Board, effective January 1, 2026.

To do or act thereon.

SPONSORED BY: Retirement Board  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: Does Not Recommend

Comments: (Sponsor) In recognition of the increased responsibilities and accountability of Board members, the Legislature enacted a local option amendment to G.L. c. 32 § 20(6), which provides a stipend for Board Members in an amount “not less than \$3,000 and not more than \$4,500 per year.” Payment of the stipend is made monthly from “funds under the control of the board”, and is funded from the system’s return on investments. Nevertheless, payment of the Board members’ stipend is dependent upon acceptance of the law by a vote of the Town’s legislative body, Town Meeting.

Comments: (Finance Committee) The Fincom acknowledges the efforts of the Retirement Board and their time dedicated to ensuring the stability of the pension fund. While the requested amount was in-line with similar towns of other Retirement Board Stipends, Fincom had concerns of funding through the retirement investment returns in an uncertain financial environment.

## ARTICLE: 29 ZONING BY-LAW AMENDMENTS, ACCESSORY DWELLING UNITS

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

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

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

### 2. AMEND SECTION 8.1, ACCESSORY FAMILY DWELLING UNIT as follows (newly-inserted text is underlined, deleted text is ~~stricken~~):

#### 8.1.1 Purpose.

An Accessory Dwelling Unit is a small residential dwelling unit that is on the same property as, and subordinate to, a larger, primary single-family dwelling. It is an



independent housekeeping unit, with separate access and with its own sleeping, cooking and sanitary facilities.

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

- Provide a means for residents, particularly seniors, single parents, and families, to remain in their homes, neighborhoods, and communities, and obtain extra income, security, companionship and services.
- Provide a broader range of accessible and affordable housing while respecting the look and scale of single-dwelling neighborhoods.

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

### **8.1.3 Standards.**

1. There shall be no more than one Accessory Dwelling Unit on a lot.
- ~~2. The Accessory Dwelling Unit cannot be legally separated or sold apart from the principal dwelling.~~
2. An Accessory Dwelling Unit shall be no larger in floor area than the smaller of six hundred (600) square feet or 50% of the floor area of the principal dwelling unit. An Accessory Dwelling Unit shall be not larger in gross floor area than ½ the gross floor area of the principal dwelling or 900 square feet, whichever is smaller.
- ~~3. An Accessory Dwelling Unit shall have no more than two bedrooms.~~
- ~~4. The owner of the property must occupy one of the two dwelling units on the property except for temporary absences. The owner's personal residence shall not be rented or leased during any temporary absence. For the purposes of this section, the "owner" shall be one or more individuals who constitute a family, who hold title directly or indirectly to the dwelling, and for whom the dwelling is the primary residence.~~
3. Neither the principal dwelling nor Accessory Dwelling Unit, in whole or in part, shall be used for short-term rentals. For each tenant, the initial rental period shall be a minimum of 90 days.
4. Accessory Dwelling Units may not be located between the street lot line and the front of the principal dwelling. Accessory Dwelling Units must abide by the principal home's requirements for minimum yard requirements (setbacks), maximum lot coverage and maximum building height, unless the Accessory Dwelling Unit is located on a lot of 10,000 square feet or less in which case the

Accessory Dwelling Unit shall be subject to no more than a five-foot side and rear setback, a five-foot separation between detached structures, and shall be exempt from any requirement relative to floor area ratio (FAR), lot coverage, or open space.

5. Off street parking shall be provided in an amount in compliance with the Zoning By-laws for all residents of both units, in such a fashion as is consistent with the character of the neighborhood. Off-street parking shall be provided in an amount in compliance with the Zoning By-laws for all residents of both units, except that no more than 1 additional parking space shall be required for an Accessory Dwelling Unit, unless the Accessory Dwelling Unit is within a ½ mile of a Transit Station, in which case no parking shall be required. Parking shall be provided in such a fashion as is consistent with the character of the neighborhood. Regardless, no additional curb cuts or expansion of parking in the Front Yard shall be allowed.
6. Access to the Accessory Dwelling Unit may be either directly from the outside or through an entry hall or corridor shared with the principal dwelling.
7. The Accessory Dwelling Unit shall be compliant with all applicable building, fire, health and sanitary codes.

**8.1.4 — Allowable Rent.** ~~The maximum rent for an Accessory Dwelling Unit shall be at least thirty (30) percent below the established Fair Market Rent limit for the Town of Maynard, as determined annually by the United States Department of Housing and Urban Development (HUD). The Fair Market Rent includes any tenant paid costs for parking and essential utilities, excluding telephone, television and internet service.~~

#### **8.1.5 — Occupancy Permit.**

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

#### **8.1.64 Regulations**

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

#### **8.1.75 Severability.**

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

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

~~**Accessory Dwelling Unit:** a self-contained housing unit, with separate access and inclusive of sleeping, cooking and sanitary facilities, subordinate in size and accessory to a detached single-family dwelling, which may be located within a single-family dwelling or in a detached accessory structure thereto, and which meets the requirements set forth in Section 8.1.~~

**Accessory Dwelling Unit:** a self-contained housing unit, inclusive of sleeping, cooking, and sanitary facilities, on the same lot as a principal dwelling, that maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal building, sufficient to meet the requirement of the State Building Code for safe egress. An Accessory Dwelling Unit is subordinate in size and accessory to a detached single-family dwelling, which may be located within or attached to a single-family dwelling or in a detached accessory structure thereto, and meets the requirements set forth in Section 8.1.

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

Comments: (Sponsor) Brings the Town's Zoning By-laws into compliance with the Commonwealth's 2024 legislation for ADU's.

Comments: (Finance Committee) At the 2024 Town Meeting a by-law for Accessory Dwelling Units (ADU) was passed. This updated by-law proposal has several changes. To highlight a few updates: it allows a larger square footage (600 to 900 sq ft), removes allowable rent clause and owner occupancy requirements, and also updates definition of ADU. All of the updates in this article would bring Maynard by-law into compliance with the Commonwealth's 2024 new legislation for ADU.

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## **ARTICLE: 30            ZONING BY-LAW AMENDMENTS, BYCICLE PARKING**

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

**1. AMEND SECTION 6.1 PARKING AND LOADING STANDARDS** to include the following new Section:

### **6.1.16 Bicycle Parking.**

1. **Residential.** All projects with more than eight (8) dwelling units shall provide covered and secure bicycle parking at a rate of one (1) per dwelling unit. Multifamily dwellings allowed as of right in subdistrict PMOD-A are exempt from this requirement.
2. **Non-Residential.** Bicycle parking shall be provided for all projects with ten (10) or more motor vehicle parking spaces for non-residential uses, at the rate of not less than one (1) bicycle parking space for each (10) motor vehicle parking spaces provided, with a minimum of two (2) and a maximum of ten (10) required per occupied building. For any fractional bicycle parking space, the Applicant shall round the number of spaces up to the next whole number.  
Bicycle parking spaces for non-residential uses shall be located outside as close as possible and within plain sight of the main building entrance or entrances without displacing required parking spaces for persons with disabilities.
3. The design, dimensions, and materials of bicycle racks and bicycle parking areas shall be consistent with the Bicycle Parking guidelines section of the Planning Board Rules and Regulations.

To do or act thereon.

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

Comments: (Sponsor) Establishes requirements for bicycle storage in new residential and commercial projects. This will forward goals of the Maynard Master Plan and Complete Streets Policy adopted by the Town in 2016.

Comments: (Finance Committee) This article would introduce new guidelines for prospective property developers regarding bicycle racks and storage in proposed residential and commercial units. Passing this article would require prospective developers to include the applicable capacity for bicycle storage, as set forth above, in their project applications.

## ARTICLE: 31 ZONING BY-LAW AMENDMENTS, CONSTRUCTION BUSINESS

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

2. **AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A–USE REGULATIONS, “4. BUSINESS USES”,**  
to incorporate the new category of “Construction Business Office”. The amendment would amend Table A Section 4 to include the following use:

Principal Uses									
4. Business Uses	S-1	S-2	GR	B	CB	I	HCI	GA	OS
Construction Business Office	N	N	N	Y	Y	Y	Y	N	N

**3. AMEND SECTION 11 “DEFINITIONS”,** so that it would include the following definition:

**Construction Business Office:** a business engaged in general contracting, construction management, engineering and design build services or similar services. A Construction Business Office is not exempt from requirements of the Zoning By-laws governing Overnight Outdoor Parking, nor does it include outdoor storage of equipment or construction or other type materials.

To do or act thereon.

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

Comments (Sponsor): Currently here is no definition or inclusion in the ZBL for “Construction Business”. The Planning Board has found it desirable to both create a new definition and add it to the ZBL Use Table as a use within specific zoning districts as a “Business” use.

Comments (Finance Committee): The proposed article addresses a gap in our current Zoning By-Laws and would allow Construction Business Offices “by right” in the Town’s Business, Central Business, Industrial, and Health Care Industrial Zoning Districts. This is similar to how banks and other business and professional offices are treated in the current By-Laws. The Finance Committee believes that the passage of this article would clarify the existing Zoning By-Laws and foster appropriate business uses.

**ARTICLE: 32 ZONING BY-LAW AMENDMENTS, HEALTH CLUB**

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

**4. AMEND SECTION 3.1.2 TABLE A–USE REGULATIONS** as follows (deleted text is ~~stricken~~, inserted text is underlined):

Principal Uses										
4. Business Uses	S-1	S-2	GR	B	CB	I	HC	GA	OS	
<del>Fitness club</del> <u>Health Club</u> <sup>(H)</sup>	N	N	N	Y	Y	Y	Y	N	N	

**5. AMEND SECTION 11, DEFINITIONS,** as follows (deleted text is ~~stricken~~, inserted text is underlined):

**Health Club; ~~Fitness Center~~:** An establishment providing exercise equipment, training, and recreational opportunities to the general public.

To do or act thereon.

SPONSORED BY: Planning Board  
 APPROPRIATION: None

FINCOM RECOMMENDATION: Recommends

Comments (Sponsor): Establishes consistency of term throughout the Zoning By-laws.

Comments (Finance Committee): The passage of this article would update the terminology regarding Health Clubs, keeping consistency of language throughout the by-laws.

**ARTICLE: 33            ZONING BY-LAW AMENDMENTS, INCLUSIONARY ZONING**

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

**6. AMEND SECTION 7.10.4.1(b)**

**7.10.4 Mandatory Provision of Affordable Units**

1. Affordable housing requirement. As a condition of development, the applicant shall contribute to the local stock of affordable housing in accordance with the following requirements:
  - a. In any development subject to this Section, at least ten (10) percent of the dwelling units shall be affordable to households with incomes at 80% of Area Median Income (AMI) or below. The percentage of affordable housing units required will increase with the total size of a given residential project, inclusive of bonus units, as described in the following table, "Affordable Units Required by Project Size":

<b>Affordable Units Required by Project Size</b>		
<b>Project Size (Units)</b>	<b>Percent Affordable Units (Ownership Project)</b>	<b>Percent Affordable Units (Rental Project)</b>
6-12	10%	10%
13-17	12%	12%
18-20	15%	25%
21 and over	20%	25%

- b. In the event that the applicant provides units for households earning between 30% and 60% of AMI, the Planning Board may count them as ~~1.2~~ 2.0 affordable units each and reduce by special permit the total number of affordable units required by this Section. However, the total number required shall not be reduced to fewer than 10% of the project size.
    - c. Nothing in this Section shall preclude the applicant from providing additional affordable units, or greater affordability, or both, than the minimum requirements. In no instance shall any permit or special permit

approval create less than one affordable housing unit.

...

To do or act thereon.

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

Comments (Sponsor): The Planning Board believes the creation of affordable housing units affordable to households with income at 60% of Area Median Income (AMI) or below is in the best interests of residents and is consistent with goals of both the Town's Master Plan and the Housing Production Plan.

Currently, Maynard's Inclusionary Zoning By-law (Section 7.10 of the ZBL) requires mandatory affordable units to be affordable to households with incomes at 80% of AMI or below. To promote the creation of units between 30% and 60% of AMI, the current ZBL allows developers to count these units as 1.2 of a project's affordable requirement. Thus, the developer's total required number of affordable units may be reduced by providing units at 60% AMI or below. This has proved insufficient at creating units in this affordability range. The proposed amendment would allow developers to create units for households earning 60% of AMI or below and count each unit as two (2) units against the required number of affordable units. A project acquiring two (2) affordable units could thereby reduce its obligation to one (1) unit by providing a single 60% AMI affordable unit. It is important to note that in no case shall the total number of Subsidized Housing Inventory (SHI) eligible units required be reduced to less than 10% of the project size.

Comments (Finance Committee): Passage of this article incentivizes affordable housing units as described in the Sponsor Comments. Overall, this proposes to increase the affordability of units and lower the required total number of affordable units but keeping at least 10% of the project size affordable units. Fincom recommends this article as it is in line with Town's Master Plan and Housing Production Plan goals.

.....

# **ARTICLE: 34                      ZONING BY-LAW AMENDMENTS, MIXED-USE     DEFINITION**

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

**7. AMEND SECTION 11 "DEFINITIONS"** as follows (deleted text is ~~stricken~~, inserted text is underlined):

**Mixed Use:** ~~A single structure with the above floor(s) used for residential or office use and a portion of the ground floor for retail/commercial or service uses.~~ Descriptive of a parcel that has been zoned to permit residential use paired with a non-residential use; or, descriptive of a building that pairs residential use with a non-residential use.

To do or act thereon.

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

Comments (Sponsor): Amends definition to better reflect Downtown Overlay District intent as defined in the Zoning By-laws (ZBL).

Comments (Finance Committee): The passage of this article would change the definition of "Mixed Use", allowing it to be more permissive to various mixed usages.

# **ARTICLE: 35            ZONING BY-LAW AMENDMENTS, MOTOR VEHICLE RENTAL**

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

## **8. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A–USE REGULATIONS, “4. BUSINESS USES”,**

to incorporate the new category of “Motor Vehicle Rentals”. The amendment would amend Table A Section 4 to include the following use:

Principal Uses									
4. Business Uses	S-1	S-2	GR	B	CB	HCI	I	GA	OS
Motor Vehicle Rental Company	N	N	N	PB	PB	Y	Y	N	N

## **9. AMEND SECTION 11 “DEFINITIONS”, so that it would include the following definition:**

**Motor Vehicle Rental Company:** Any person or organization in the business of renting motor vehicles to the public. The use includes overnight storage of commercial vehicles.

**Motor Vehicle:** Any vehicle propelled by a motor requiring a license to be operated on a public way.

To do or act thereon.

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

Comments (Sponsor): Currently there is no definition or inclusion in the Zoning By-laws (ZBL) for “Motor Vehicle Rental”. The Planning Board has found it desirable to both create a new definition and add it to the ZBL Use Table as a use within specific zoning districts as a “Business” use.



Comments (Finance Committee): Currently there are no Town zoning by-laws for motor vehicle rental companies. If this article is passed, it will amend the Town By-Laws by adding motor vehicle rental companies as a new category, and outline which zoning districts these companies are allowed in, not allowed in, or allowed in by permit process. This will not supersede federal or state laws or regulations. This by-law would allow the Town Planning Board to have oversight of new proposed businesses and would give guidance on how new business owners can get established in Town.

.....

**ARTICLE: 36                      ZONING BY-LAW AMENDMENTS, SINGLE FAMILY LOT  
SIZE MINIMUM**

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

**10.      AMEND SECTION 4. DIMENSIONAL REGULATIONS** as follows (deleted text is ~~stricken~~, inserted text is underlined):

Table B. Dimensional Requirements (footnote)

<sup>2</sup>For multiple dwellings; 5,000 s.f./dwelling, and 10,000 s.f. minimum lot area.

To do or act thereon.

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

Comments (Sponsor): Clarification of lot area minimums for single family vs. two-family/multi-family dwellings.

Comments (Finance Committee): This article corrects a typo in the by-laws.

.....

**ARTICLE: 37                      ZONING BY-LAW AMENDMENTS, USE REGULATIONS  
USE TABLE REFERENCES**

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

**11.      AMEND SECTION 3. USE REGULATIONS** as follows (deleted text is ~~stricken~~, inserted text is underlined):

**3.1 Principal Uses**

No land shall be used and no structure shall be erected or used except as set forth in the following ~~Table of Use Regulations~~ Table A–Use Regulations, including the notes to the

Table, or as otherwise set forth herein, or as exempted by General Laws. Any building or use of premises not herein expressly permitted is hereby prohibited.

**3.1.1 Key.** In ~~the Use Table~~ Table A–Use Regulations the following symbols are employed:

### **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~~ Table A–Use Regulations 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.

**3.2.4 Accessory Home-Based Business Activities.** AHBBA's may be allowed as set forth in ~~the Table of Use Regulations~~ Table A–Use Regulations and Section 8.3 of the Zoning By-laws.

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

**3.2.7 Adult Day Care.** Adult day care may be allowed as an accessory use as set forth in ~~the Table of Uses~~ Table A–Use Regulations.

To do or act thereon.

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

Comments (Sponsor): Standardizes references to 3.1.2 Table A–Use Regulations in Section 3.

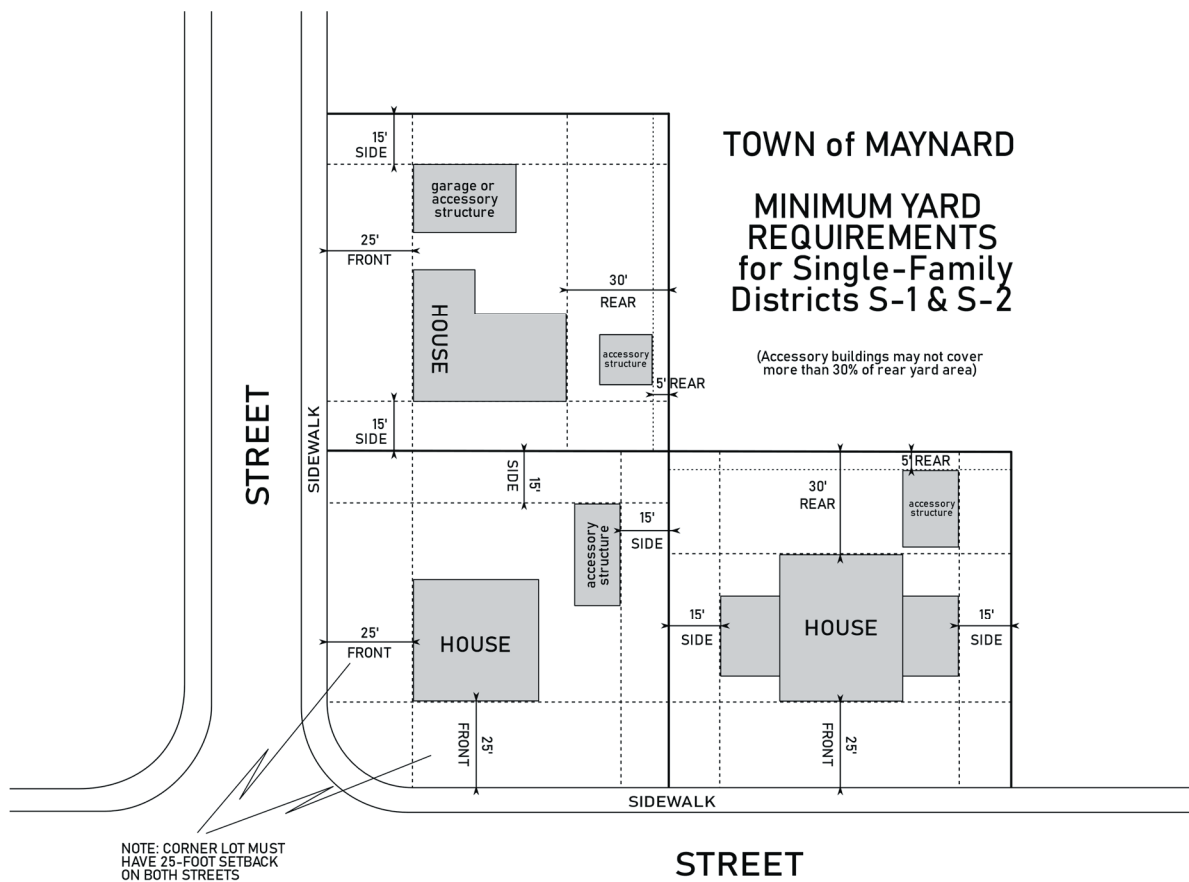
Comments (Finance Committee): The passage of this article would only change Section 3.1, where "Table A. Use Regulations" should be referenced, rather than "Table A". This would not change the table contents.

.....

## **ARTICLE: 38 ZONING BY-LAW AMENDMENTS, YARDS**

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

- 1. AMEND SECTION 4.1, “DIMENSIONAL REQUIREMENTS”** to include Figure 1:



**2. AMEND SECTION 11, “DEFINITIONS as follows (inserted text is underlined, deleted text is ~~stricken~~):**

**Yard:** An open space on a lot unoccupied by a building or structure or parts thereof; provided however, that roof overhangs, cornices or eaves shall not extend more than twenty four (24) inches into the minimum required yard. Steps, unroofed ~~porches~~ landings, window sills, ~~slanted~~ bulkheads, fences not requiring a building permit, gates or security stations, yard accessories, ornaments and furniture, and customary summer awnings are permitted in any yard, ~~but shall be subject to height limitations and setback limitations.~~ The minimum required yard shall be a strip of land of uniform depth required by this zoning bylaw measured from the ~~lot or street~~ interior or street lot line and adjacent thereto.

To do or act thereon.

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

Comments (Sponsor): “Yard” redefined and illustrations added to Section 11.

Comments (Finance Committee): The proposed article would amend the Zoning By-Laws by adding a diagram, removing redundant language, and updating terms for clarity. The Finance Committee believes that the passage of this article would not change existing zoning requirements but only clarify the current By-Laws for the reader.

**ARTICLE: 39                      CITIZENS' PETITION: SENIOR RESIDENT REAL ESTATE TAX RELIEF**

This article proposes action for real estate tax relief for Maynard residents ages seventy and older through a Property Tax Stabilization Program. Under this program (primary residence) property taxes of residents 70+ would be capped at their FY25 real estate tax level for the next three fiscal years beginning in FY26 with sunset at the end of FY28 unless re-approved.

Maynard's residential real estate tax rate as of January 2025 ranks 16th highest of 348 towns in Massachusetts, and the rate will continue to increase based on new town projects and funding requests. This is placing a severe financial burden on Maynard's elderly residents. " According to the American Community Survey (2018-2022), 54% of Maynard residents age 65+ are living on less than \$50,000 per year in household income."\* Inflation, increased food and medicine costs, and ever escalating utility costs have added further financial pressure on our citizens who are living on a fixed income.

In the October 2024 "Aging in Maynard: A Community Needs Assessment" commissioned by the Town of Maynard, the following findings were summarized in the Assessment's Executive Summary:\*

\* 62% of survey respondents report that cost of property taxes is the cause of why they would leave Maynard.

\* Over 1,200 Maynard respondents (92%) took time to respond to the open-ended question " What are your biggest concerns about being able to stay in Maynard as you get older?" About half of these comments can be categorized into the costs of property taxes in Maynard. As an example of this sentiment, one survey respondent wrote, "The people are wonderful; however, the taxes are way too high, and we won't be able to live here for very long if they keep going up."

This article is being submitted based on the Community Needs Assessment recommendation to facilitate financial security among older residents. Our senior residents (many life-long residents) have financially supported the town's projects over the years, including new schools, new and upgraded town buildings, and other projects that everyone is benefitting from. It's time to show our seniors that we acknowledge and appreciate their contributions over the years, that they are a vital part of our community, and that we want them to stay in Maynard, the community where they have contributed for so long.

\*Aging in Maynard: A Community Needs Assessment, October 2024, Commissioned by the Town of Maynard, UMass Boston

SPONSORED BY:                      Citizens' Petition

APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

Comments (Sponsor):

Comments (Finance Committee): At Town Meeting

#### ARTICLE: 40 SENIOR TAX WORKOFF ABATEMENT

To see if the Town will vote to accept the provisions of M.G.L. ch. 59, sec. 5K, in order to authorize Maynard to establish a program to allow senior citizens to volunteer to provide services in exchange for a reduction in the real property tax obligations of senior citizens on their tax bills, which reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled, and to set the annual limit to \$2,000.00 per taxpayer. To be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025.

To do or act thereon.

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

Comments: (Sponsor) The town has an already long-time established Senior Citizen Property Tax Work-off Abatement Program, helping senior citizens by allowing them to meet a portion of their local real property tax obligations through a volunteer “work off” program. The state did not show records of the town’s acceptance of the provisions of this state law to enable the town to execute this program, and therefore this article assures compliance with state law. The amount that a Senior Citizen may be eligible to receive in abatement is determined by the Select Board. The Board of Assessors is considering seeking the Select Board to raise the amount from \$1,500 to \$2,000.

Comments: (Finance Committee) This article will formally adopt a tax work off program that has been in existence for some time. The program allows a limited number of senior residents of Maynard to volunteer for service with town departments and reduce their property tax. Such reductions in property tax are limited. The recent study “Aging in Maynard: A Community Needs Assessment” found that financial insecurity and particularly concern about property taxes was a concern for residents who seek to remain in Maynard as they age.

#### ARTICLE: 41 VETERAN TAX WORKOFF ABATEMENT

To see if the Town will vote to accept the provisions of M.G.L. ch.59, sec. 5N, in order to authorize Maynard to establish a program to allow veterans to volunteer to provide services in exchange for a reduction in the real property tax obligations of veterans on their tax bills, which reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled. In addition, allowing an approved representative for persons physically unable to

provide such services to the town. To be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025.

To do or act thereon.

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

Comments: (Sponsor) This article will allow Maynard to create a Veteran Property Tax Work-off Abatement Program, helping veterans by allowing them to meet a portion of their local real property tax obligations through a volunteer “work off” program. The amount to which an eligible veteran may apply is set by the Select Board, and the Board of Assessors is considering a recommendation of \$1,500.

Comments: (Finance Committee) Acceptance of this article would create a program that allows a limited number of veteran residents of Maynard to volunteer for service with town departments and reduce their property tax. Inclusion into the program is expected to go through an application process as described in the Sponsor Comments.

.....  
**ARTICLE: 42            ANNUAL COLA ADJUSTMENT, HERO ACT**

To see if the Town will vote to accept M.G.L.ch. 59, sec. 5, cl. 22I, which authorizes an annual increase in the amount of the exemption granted under M.G.L.ch.59, sec.5, cl. 22, cl. 22A, cl. 22B, cl. 22C, cl. 22E and cl. 22F by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025.

To do or act thereon.

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

Comments: (Sponsor) The “Hero Act” of the article’s listed state laws allows for a cost of living adjustment (COLA) to be added to an eligible veteran’s tax exemption. For example, if the cost-of-living increase is 5% and the veteran’s exemption is \$400 then their total exemption for that year would be \$420. The additional COLA is not reimbursable from the state’s budget, as other veterans benefits may be.

Comments: (Finance Committee) This article permits eligible veterans to incorporate cost of living adjustments, as defined by the Department of Labor, to their previously existing property tax exemption. The state reimburses the base value of the veterans’ exemption but anything additional is the Town's responsibility. The Finance Committee does not believe this to be a concerning change and it would benefit veterans.

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**ARTICLE: 43            ACCEPTANCE OF PRIVATE ROAD, WISTERIA LANE**

To see if the Town will accept, acquire by gift, purchase, take by eminent domain or otherwise acquire, Wisteria Lane as a public way and any appurtenant easements thereto, as laid out by the Select Board, as shown on a plan entitled “Definitive Subdivision Plan Old Bay Road, LLC 0 Parker Street Map 29, lot 6 Town of Maynard” prepared by Control Point Associates, Inc. and dated October 22, 2020 and recorded with the Middlesex South Registry of Deeds as Plan 181 of 2021, a copy of which is 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, or take any other action related thereto;

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

Comments: (Sponsor) This proposed street acceptance is part of the expected procedures in the creation of the associated residential development. Maynard Department of Public Works approves the acceptance of Wisteria Lane as a public right of way. The homeowners association of Wisteria Lane is responsible for all storm water infrastructure and maintenance. The town of Maynard would only be taking on the obligation of the asphalt roadway, curbing, water and sewer infrastructure per our already established rules and regulation for water and sewer utilities. Those aspects of the infrastructure of this development are already constructed and functional.

Comments: (Finance Committee) This is standard practice for new developments. Once the road is complete and all relevant utilities properly installed the Town takes ownership of the road, incorporating it as a public right of way. In this instance the Town is only accepting the road, water, and sanitary portions while the HOA will stay responsible for the stormwater portions.

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**ARTICLE: 44            TRANSFER MARIJUANA COMMUNITY IMPACT PAYMENTS**

To see if the town will vote to transfer the current balance of the special revenue stabilization fund for marijuana community impact payments to be expended under the direction of the Select Board for the purpose of downtown beautification efforts, infrastructure improvements, and programming for the Cultural District.

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: Market value of the fund at time of transfer  
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) At the fall Special Town Meeting of 2021, town voters established a special revenue stabilization fund for 100% of the receipts from the collection of payments from the Host Community Agreements with marijuana establishments. Use of the receipts reported at the close of the fiscal year on June 30, 2024, requires Town Meeting appropriation. The two marijuana retail licensees are located within Maynard's Cultural District. Applications through the Town Administrator's Office for the consideration of approval by the Select Board will be intended to balance the impact of marijuana establishments downtown. The current balance in the fund as of March 11, 2025 is \$1,168.26 and due to market fluctuations, investment net losses and net gains, this amount can change. The intent of this article is to appropriate the entirety of the stabilization account into an account separate from the General Fund for this purpose.

Comments: (Finance Committee) The passage of this article would transfer the current balance of the special revenue stabilization fund for marijuana community impact payments to be expended for specific purposes benefiting the Town. This passage is required to be able to utilize these funds for designated impacts.

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**ARTICLE: 45           TRANSFER BALANCE FROM GREEN MEADOW  
 SCHOOL FEASIBILITY STUDY TO GENERAL  
 STABILIZATION**

To see if the town will vote to transfer the remaining balance of the feasibility phase account of the new Green Meadow School, back into the General Stabilization Fund per Article 18 from Special Town Meeting October 3, 2020.

To do or act thereon.

SPONSORED BY: Select Board  
 APPROPRIATION: \$125,768.03  
 FINCOM RECOMMENDATION: Recommends

Comments: (Sponsor) With the commencement of the construction phase of the new Green Meadow School project, the funds appropriated for the prior feasibility phase can be re-allocated back into the original source of the town's reserves, specifically the General Stabilization Fund.

Comments: (Finance Committee) Passage of this article will move unexpended funds back to the General Stabilization Fund which was the original source of these funds.

.....



Given under our hands this **15<sup>th</sup>** day of April in the year of Two Thousand and Twenty-Five.

  
Lindsay McConchie, 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: Town General Fund Budget Fiscal Year 2026**

	FY25	FY26
<b><u>REAL ESTATE REVENUES</u></b>		
Prior Year Levy Limit	\$ 36,325,228	\$ 37,744,118
Proposition 2.5% Increase	\$ 908,131	\$ 943,603
New Growth ( Estimate )	\$ 350,000	\$ 350,000
	<b>\$ 37,583,359</b>	<b>\$ 39,037,721</b>
Debt Exclusions	\$ 3,483,442	\$ 3,296,126
<b>TOTAL TAX REVENUE</b>	<b>\$ 41,066,801</b>	<b>\$ 42,333,847</b>
<b>NET LOCAL AID</b>	<b>\$ 6,091,199</b>	<b>\$ 6,250,725</b>
<b>TOTAL LOCAL RECEIPTS</b>	<b>\$ 3,560,760</b>	<b>\$ 3,661,200</b>
<b>TOTAL BOND PREMIUM REIMBURSEMENT</b>	<b>\$ 19,857</b>	<b>\$ 18,131</b>
<b>TOTAL TRANSFERS FROM OTHER FUNDS</b>	<b>\$ 1,106,609</b>	<b>\$ 1,672,198</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 51,845,226</b>	<b>\$ 53,936,102</b>
<b><u>EXPENSES</u></b>		
General Government	\$ 4,122,141	\$ 4,322,444
Public Safety	\$ 5,631,872	\$ 5,963,454
Education - Maynard	\$ 22,915,261	\$ 23,751,757
Education - Assabet	\$ 1,319,213	\$ 1,379,301
Public Works	\$ 2,674,164	\$ 3,015,067
Culture and Recreation	\$ 655,833	\$ 732,334
Capital - Debt Service Exempt	\$ 3,493,442	\$ 3,314,257
Capital - Debt Service Non Exempt	\$ 106,391	\$ 103,009
Capital - Non Debt	\$ -	\$ -
Employee Benefits	\$ 10,075,030	\$ 10,527,599
Reserve Fund	\$ 250,000	\$ 225,000
PEG Access	\$ 361,880	\$ 361,880
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 51,605,226</b>	<b>\$ 53,696,102</b>
Overlay - Assessment	<b>240,000</b>	<b>\$ 240,000</b>

<b>TOTAL EXPENDITURES</b>	<b>\$ 51,845,226</b>	<b>\$ 53,936,102</b>

	<u><b>ACCOUNT NAME</b></u>	<u><b>FY2025</b></u>	<u><b>FY2026</b></u>	<u><b>FY2025 vs FY2026</b></u>
114	Total Salaries - Moderator	\$ -	\$ -	\$ -
114	Total Other Expenses - Moderator	\$ 200	\$ 205	\$ 5
114	Total Moderator Expenses	\$ 200	\$ 205	\$ 5
				\$ -
122	Total Salaries - Selectman	\$ 76,330	\$ 80,147	\$ 3,817
122	Total Other Expenses - Selectman	\$ 35,100	\$ 35,100	\$ -
122	Total Selectman Expenses	\$ 111,430	\$ 115,247	\$ 3,817
				\$ -
129	Total Salaries - Town Administrator	\$ 358,697	\$ 386,685	\$ 27,988
129	Total Other Expenses- Town Administrator	\$ 20,412	\$ 21,112	\$ 700
129	Total Expenses - Town Administrator	\$ 379,109	\$ 407,797	\$ 28,688
				\$ -
131	Total Salaries - Finance Committee	\$ -	\$ -	\$ -
131	Total Other Expenses- Finance Committee	\$ 500	\$ 500	\$ -
131	Total Expenses - Finance Committee	\$ 500	\$ 500	\$ -
				\$ -
135	Total Salaries - Accountant	\$ 177,715	\$ 185,090	\$ 7,375
135	Total Other Expenses- Accountant	\$ 5,230	\$ 4,830	\$ (400)
135	Total Expenses - Accountant	\$ 182,945	\$ 189,920	\$ 6,975
				\$ -
141	Total Salaries - Assessor	\$ 170,912	\$ 175,118	\$ 4,206
141	Total Other Expenses-Assessor	\$ 46,400	\$ 87,100	\$ 40,700
141	Total Expenses - Assessor	\$ 217,312	\$ 262,218	\$ 44,906
				\$ -
145	Total Salaries - Treasurer	\$ 219,735	\$ 226,829	\$ 7,094
145	Total Other Expenses-Treasurer	\$ 56,550	\$ 51,430	\$ (5,120)
145	Total Expenses - Treasurer	\$ 276,285	\$ 278,259	\$ 1,974
				\$ -
151	Total Salaries - Legal	\$ -	\$ -	\$ -
151	Total Other Expenses-Legal	\$ 96,000	\$ 101,500	\$ 5,500
151	Total Expenses - Legal	\$ 96,000	\$ 101,500	\$ 5,500
				\$ -
155	Total Salaries - Data Processing	\$ -	\$ -	\$ -
155	Total Other - Data Processing	\$ 473,297	\$ 500,055	\$ 26,758
155	Total Expenses - Data Processing	\$ 473,297	\$ 500,055	\$ 26,758
				\$ -

	<u>ACCOUNT NAME</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2025 vs FY2026</u>
156	Total Salaries - PEG Access	\$ 255,000	\$ 255,000	\$ -
156	Total Other - PEG Access	\$ 106,880	\$ 106,880	\$ -
156	Total Expenses - PEG Access	\$ 361,880	\$ 361,880	\$ -
				\$ -
158	Total Salaries - Tax Title	\$ -	\$ -	\$ -
158	Total Other - Tax Title	\$ 6,700	\$ 6,700	\$ -
158	Total Expenses - Tax Title	\$ 6,700	\$ 6,700	\$ -
				\$ -
161	Total Salaries - Town Clerk	\$ 138,479	\$ 146,560	\$ 8,081
161	Total Other Expenses-Town Clerk	\$ 17,550	\$ 16,550	\$ (1,000)
161	Total Expenses - Town Clerk	\$ 156,029	\$ 163,110	\$ 7,081
				\$ -
162	Total Salaries - Elect & Regist..	\$ 935	\$ 935	\$ -
162	Total Other Elect & Regist..	\$ 10,000	\$ 10,000	\$ -
162	Total Expenses - Elect & Regist..	\$ 10,935	\$ 10,935	\$ -
				\$ -
163	Total Salaries - Election	\$ 25,000	\$ 15,000	\$ (10,000)
163	Total Other - Election	\$ 12,500	\$ 12,500	\$ -
163	Total Expenses - Election	\$ 37,500	\$ 27,500	\$ (10,000)
				\$ -
192	Total Salaries - Facilities	\$ 108,756	\$ 108,845	\$ 89
192	Total Other - Facilities	\$ 213,500	\$ 182,255	\$ (31,245)
192	Total Expenses - Facilities	\$ 322,256	\$ 291,100	\$ (31,156)
				\$ -
195	Total Salaries - Town Reports Printing	\$ -	\$ -	\$ -
195	Total Other - Town Reports Printing	\$ 10,800	\$ 10,800	\$ -
195	Total Expenses - Town Reports Printing	\$ 10,800	\$ 10,800	\$ -
				\$ -
429	Total Salaries - Utilities	\$ -	\$ -	\$ -
429	Total Other - Utilities	\$ 425,543	\$ 417,270	\$ (8,273)
429	Total Expenses - Utilities	\$ 425,543	\$ 417,270	\$ (8,273)
				\$ -
500	Total Salaries - Municipal Services	\$ 454,870	\$ 518,773	\$ 63,903
500	Total Other - Municipal Services	\$ 65,300	\$ 104,270	\$ 38,970
500	Total Expenses - Municipal Services	\$ 520,170	\$ 623,043	\$ 102,873
				\$ -
541	Total Salaries - Council on Aging	\$ 135,036	\$ 145,419	\$ 10,383
541	Total Other - Council on Aging	\$ 31,150	\$ 27,650	\$ (3,500)
541	Total Expenses - Council on Aging	\$ 166,186	\$ 173,069	\$ 6,883

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>	<b><u>FY2025 vs FY2026</u></b>
543	Total Salaries - Veterans	\$ 10,700	\$ 12,000	\$ 1,300
543	Total Other - Veterans	\$ 21,500	\$ 42,000	\$ 20,500
543	Total Expenses - Veterans	\$ 32,200	\$ 54,000	\$ 21,800
930	Total Salaries - Capital Projects	\$ -	\$ -	\$ -
930	Total Other - Capital Projects	\$ 50,000	\$ -	\$ (50,000)
930	Total Expenses - Capital Projects	\$ 50,000	\$ -	\$ (50,000)
945	Total Salaries - Liability Insurance Premiums	\$ -	\$ -	\$ -
945	Total Other - Liability Insurance Premiums	\$ 606,744	\$ 649,216	\$ 42,472
945	Total Expenses - Liability Insurance Premiums	\$ 606,744	\$ 649,216	\$ 42,472
955	Total Salaries - Town Audit	\$ -	\$ -	\$ -
955	Total Other - Town Audit	\$ 40,000	\$ 40,000	\$ -
955	Total Expenses - Town Audit	\$ 40,000	\$ 40,000	\$ -
	Total Salaries - General Government	\$ 2,132,165	\$ 2,256,401	\$ 124,236
	Total Other - General Government	\$ 2,351,856	\$ 2,427,923	\$ 76,067
	Total Expenses - General Government	\$ 4,484,021	\$ 4,684,324	\$ 200,303
210	Total Salaries - Police	\$ 2,776,877	\$ 2,846,902	\$ 70,025
210	Total Other - Police	\$ 251,420	\$ 279,683	\$ 28,263
210	Total Expenses - Police	\$ 3,028,297	\$ 3,126,585	\$ 98,288
220	Total Salaries - Fire	\$2,292,847	\$2,563,241	\$ 270,394
220	Total Other - Fire	\$ 310,728	\$ 273,628	\$ (37,101)
220	Total Expenses - Fire	\$ 2,603,575	\$ 2,836,869	\$ 233,294
	Total Salaries - Public Safety	\$ 5,069,724	\$ 5,410,143	\$ 340,419
	Total Other - Public Safety	\$ 562,148	\$ 553,311	\$ (8,838)
	Total Expenses - Public Safety	\$ 5,631,872	\$ 5,963,454	\$ 331,582
300	Total Salaries - Education	\$ -	\$ -	\$ -
300	Total Other - Education - Maynard	\$ 22,915,261	\$ 23,751,757	\$ 836,496
300	Total Expenses - Education	\$ 22,915,261	\$ 23,751,757	\$ 836,496

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>	<b><u>FY2025 vs FY2026</u></b>
310	Total Salaries - Assabet Valley Assessment	\$ -	\$ -	\$ -
310	Total Other- Assabet Valley Assessment	\$ 1,319,213	\$ 1,379,301	\$ 60,088
310	Total Expenses- Assabet Valley Assessment	\$ 1,319,213	\$ 1,379,301	\$ 60,088
	Total Salaries - Education	\$ -	\$ -	\$ -
	Total Other - Education	\$ 24,234,474	\$ 25,131,058	\$ 896,584
	Total Expenses - Education	\$ 24,234,474	\$ 25,131,058	\$ 896,584
421	Total Salaries - DPW Administration	\$ 214,528	\$ 274,305	\$ 59,777
421	Total Other - DPW Administration	\$ 155,000	\$ 166,000	\$ 11,000
421	Total Expenses - DPW Administration	\$ 369,528	\$ 440,305	\$ 70,777
422	Total Salaries - Construction and Maint.	\$ 386,370	\$ 486,500	\$ 100,130
422	Total Other - Construction and Maint.	\$ 418,550	\$ 448,050	\$ 29,500
422	Total Expenses - Construction and Maint.	\$ 804,920	\$ 934,550	\$ 129,630
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	\$ 281,116	\$ 290,000	\$ 8,884
491	Total Other - Cemetery	\$ 163,900	\$ 202,512	\$ 38,612
491	Total Expenses - Cemetery	\$ 445,016	\$ 492,512	\$ 47,496
	Total Salaries - Solid Waste			
	Total Other - Solid Waste	\$ 937,700	\$ 1,030,700	\$ 93,000
	Total Expenses - Solid Waste	\$ 937,700	\$ 1,030,700	\$ 93,000
	Total Salaries - Public Works	\$ 967,014	\$ 1,135,805	\$ 168,791
	Total Other - Public Works	\$ 1,707,150	\$ 1,879,262	\$ 172,112
	Total Expenses - Public Works	\$ 2,674,164	\$ 3,015,067	\$ 340,903
610	Total Salaries - Library	\$ 527,033	\$ 583,484	\$ 56,451
610	Total Other - Library	\$ 85,800	\$ 96,850	\$ 11,050
610	Total Expenses - Library	\$ 612,833	\$ 680,334	\$ 67,501
612	Total Salaries - Roosevelt Building	\$ -	\$ -	\$ -

	<b><u>ACCOUNT NAME</u></b>	<b><u>FY2025</u></b>	<b><u>FY2026</u></b>	<b><u>FY2025 vs FY2026</u></b>
612	Total Other - Roosevelt Building	\$ 41,000	\$ 50,000	\$ 9,000
612	Total Salaries - Roosevelt Building	\$ 41,000	\$ 50,000	\$ 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	\$ 527,033	\$ 583,484	\$ 56,451
	Total Other- Culture & Recreation	\$ 128,800	\$ 148,850	\$ 20,050
	Total Expenses - Culture & Recreation	\$ 655,833	\$ 732,334	\$ 76,501
710	Total Salaries - Principal Long Term Debt	\$ -	\$ -	
710	Total Other - Principal Long Term Debt	\$ 2,221,000	\$ 2,082,000	\$ (139,000)
710	Total Expenses - Principal Long Term Debt	\$ 2,221,000	\$ 2,082,000	\$ (139,000)
751	Total Salaries - Interest Long Term Debt	\$ -	\$ -	
751	Total Other - Interest Long Term Debt	\$ 1,378,833	\$ 1,335,266	\$ (43,567)
751	Total Expenses - Interest Long Term Debt	\$ 1,378,833	\$ 1,335,266	\$ (43,567)
752	Total Salaries - Interest Short Term Notes	\$ -	\$ -	\$ -
752	Total Other - Interest Short Term Notes	\$ -	\$ -	\$ -
752	Total Expenses - Interest Short Term Notes	\$ -	\$ -	\$ -
				\$ -
	Total Salaries - Debt Service	\$ -	\$ -	\$ -
	Total Other - Debt Service	\$ 3,599,833	\$ 3,417,266	\$ (182,567)
	Total Expenses - Debt Service	\$ 3,599,833	\$ 3,417,266	\$ (182,567)
				\$ -
910	Total Salaries - Ret Sys Pension Contrib.	\$ -	\$ -	\$ -
910	Total Other - Ret Sys Pension Contrib.	\$ 3,181,673	\$ 3,315,451	\$ 133,778
910	Total Expenses - Ret Sys Pension Contrib.	\$ 3,181,673	\$ 3,315,451	\$ 133,778
913	Total Salaries - Unemployment Compens.	\$ -	\$ -	\$ -
913	Total Other - Unemployment Compens.	\$ 40,000	\$ 45,000	\$ 5,000
913	Total Expenses - Unemployment Compens.	\$ 40,000	\$ 45,000	\$ 5,000

	<u><b>ACCOUNT NAME</b></u>	<u><b>FY2025</b></u>	<u><b>FY2026</b></u>	<u><b>FY2025 vs FY2026</b></u>
914	Total Salaries - Health Insurance	\$ -	\$ -	\$ -
914	Total Other - Health Insurance	\$ 6,457,909	\$ 6,771,700	\$ 313,791
914	Total Expenses - Health Insurance	\$ 6,457,909	\$ 6,771,700	\$ 313,791
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	\$ 384,948	\$ 384,948	\$ 0
916	Total Expenses - Medicare	\$ 384,948	\$ 384,948	\$ 0
	Total Salaries - Employee Benefits	\$ -	\$ -	\$ -
	Total Other- Employee Benefits	\$ 10,075,030	\$ 10,527,599	\$ 452,569
	Total Expenses- Employee Benefits	\$ 10,075,030	\$ 10,527,599	\$ 452,569
132	Reserve Fund - Original Budget	\$ 250,000	\$ 225,000	\$ (25,000)
	<u><b>SALARIES</b></u>			
	General Government	\$ 1,877,165	\$ 2,001,401	\$ 124,236
	Public Safety	\$ 5,069,724	\$ 5,410,143	\$ 340,419
	Public Works	\$ 967,014	\$ 1,135,805	\$ 168,791
	Cultural & Recreation	\$ 527,033	\$ 583,484	\$ 56,451
	Education - Maynard	\$ -	\$ -	\$ -
	Education - Assabet	\$ -	\$ -	\$ -
	Employee Benefits	\$ -	\$ -	\$ -
	Debt Service	\$ -	\$ -	\$ -
	Reserve Fund	\$ -	\$ -	\$ -
	Peg Access	\$ 255,000	\$ 255,000	\$ -
	<b>TOTAL SALARIES</b>	\$ 8,695,936	\$ 9,385,833	\$ 689,897
	<u><b>OTHER EXPENSES</b></u>			
	General Government	\$ 2,244,976	\$ 2,321,043	\$ 76,067
	Public Safety	\$ 562,148	\$ 553,311	\$ (8,838)
	Public Works	\$ 1,707,150	\$ 1,879,262	\$ 172,112
	Cultural & Recreation	\$ 128,800	\$ 148,850	\$ 20,050
	Education - Maynard	\$ 22,915,261	\$ 23,751,757	\$ 836,496
	Education - Assabet	\$ 1,319,213	\$ 1,379,301	\$ 60,088
	Employee Benefits	\$ 10,075,030	\$ 10,527,599	\$ 452,569



	<u><b>ACCOUNT NAME</b></u>	<u><b>FY2025</b></u>	<u><b>FY2026</b></u>	<u><b>FY2025 vs FY2026</b></u>
	Debt Service	\$ 3,599,833	\$ 3,417,266	\$ (182,567)
	Reserve Fund	\$ 250,000	\$ 225,000	\$ (25,000)
	Peg Access	\$ 106,880	\$ 106,880	\$ -
	<b>TOTAL OTHER EXPENSES</b>	\$ 42,909,290	\$ 44,310,268	\$ 1,400,978
	<u><b>TOTAL EXPENSES</b></u>			
	General Government	\$ 4,122,141	\$ 4,322,444	\$ 200,303
	Public Safety	\$ 5,631,872	\$ 5,963,454	\$ 331,582
	Public Works	\$ 2,674,164	\$ 3,015,067	\$ 340,903
	Cultural & Recreation	\$ 655,833	\$ 732,334	\$ 76,501
	Education - Maynard	\$ 22,915,261	\$ 23,751,757	\$ 836,496
	Education - Assabet	\$ 1,319,213	\$ 1,379,301	\$ 60,088
	Employee Benefits	\$ 10,075,030	\$ 10,527,599	\$ 452,569
	Debt Service	\$ 3,599,833	\$ 3,417,266	\$ (182,567)
	Reserve Fund	\$ 250,000	\$ 225,000	\$ (25,000)
	Peg Access	\$ 361,880	\$ 361,880	\$ -
	<b>TOTAL EXPENSES</b>	\$ 51,605,226	\$ 53,696,102	\$ 2,090,875

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

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

This plan shall become effective on **July 1, 2025.**

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

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

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

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

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

Work schedules may vary among positions. Some schedules are seasonal, part-time, full-time, require work to be performed evening or weekend hours, as appropriate to the position. Actual

schedules will be determined by the employees' supervisors, in consultation with the Town Administrator. There shall be no reduction of service to the public under this clause.

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

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

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

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

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

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

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

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

1. Full-time- employees will work 40 hours per week as defined by their job work schedule and are benefits eligible.
2. Permanent, part-time employees must work 20 or more hours per week as an annual average to be eligible for benefits.
3. Part-time, employees work less than twenty (20) hours per week as an annual average and are not benefits eligible.
4. Positions paid by annual stipend work a schedule as prescribed by their job description and are paid on an annual basis. Monthly payments may be made depending on the position. These employees are not entitled to any benefits.
5. Temporary Employees work occasionally, on call or as needed on a non-continuing basis. Temporary employees do not work more than twelve (12) weeks consecutively or more than 1000 hours annually. These employees are considered as seasonal and / or occasional employees and are not entitled to any benefits or,

upon separation of service, completion of the project for which they were hired or the completion of the term, entitled to other compensation, including unemployment benefits, to the extent allowable by law..

## **B. Holidays with Pay**

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

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

## **C. Vacations**

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

1. Newly hired full-time employees shall be granted 80 hours of vacation upon hire, pro-rated to the nearest half hour from date of hire through June 30th.
2. 120 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their first anniversary with the Town.
3. 160 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their fifth anniversary with the Town.
4. 200 hours of vacation with pay shall be granted to all full-time employees on July 1<sup>st</sup> of the fiscal year in which the employee will reach their fifteenth anniversary with the Town.
5. Permanent, part-time, employees will receive vacation pay pro-rated to the nearest half hour based on the number of hours scheduled each work week as an annual average (see section 7B for more details). Years of service are credited in full, regardless of number of hours worked.

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

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

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

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

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

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

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

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

Maynard retirement plan participation will be offered to eligible employees as permitted under the Contributory Retirement Law. For those employees not eligible to participate

in the Town's retirement plan, participation in the Massachusetts OBRA SMART Plan is required.

#### H. Unscheduled Additional Time

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

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

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

#### I. Policies and Procedures

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

#### **Appendix A: Salary Table**

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

<b>Registrar of Voters</b>	Annual Stipend	\$ 105.00
<b>Clerk, Registrar of Voters</b>	Annual Stipend	\$ 515.00
<b>Moderator</b>	Annual Stipend	\$ 75.00

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