

INVENTORY OF CITY AND TOWN ARCHIVES
OF MASSACHUSETTS

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PREFACE

By authority of a Presidential Letter, the Historical Records Survey was established in January, 1936, under the national direction of Dr. Luther H. Evans, as a federally sponsored project of the Work Projects Administration. Since August 31, 1939, the sponsorship of the Massachusetts unit of the survey has been undertaken by Frederic W. Cook, Secretary of the Commonwealth. Since March, 1940 the individual state projects of the Historical Records Survey have been under the national direction of Sargent B. Child, who, as field representative of Dr. Evans, had had technical supervision of the work of the survey in New England from its inception. The present writer has been in direct charge of the project in Massachusetts from August 1936 to September 1940 when he was succeeded by Aron S. Gilmartin.

The purpose of the project is to survey, preserve and render accessible historical source materials of all kinds. Its work has fallen naturally into the following main divisions: public records, private manuscripts, church records, early American imprints, historical portraits and newspapers. Practically all historical material falls under one or another of these divisions. In bringing this material under control certain techniques have been found practicable, depending on the nature of the subject matter, and using variously the methods of the inventory, the guide, the calendar, the check list or the index in the publication of the result. For public records, church records and portraits, the method of the inventory has worked best; for historical manuscripts, the guide or, in rare cases where the material was of unusual importance, the calendar; for imprints, the check list; for newspaper and court records, the index; and so on.

The actual work of gathering information concerning historical materials at their place of storage or custody has in most cases been preceded by a most necessary and, for both the custodian and posterity, important task, that of putting records in order; of cleaning, dusting, re-filing, and treating them; and, in short, doing everything possible to ensure their preservation. This function of the project, often performed by its workers under almost indescribable conditions of dust, filth, dampness, poor ventilation, and even vermin may well be regarded by future generations as a most important contribution of the survey.

Scarcely less important, however, are the editorial processes to which all field information must be subjected before publication. Here gaps and inadequacies are spotted, inconsistencies reconciled, and order brought out of chaos. In the field of public records it has been found necessary not only to sketch briefly the history of the county or town and its government but also to preface the inventory of each subordinate office or institution with an outline of its development, based upon its own records or upon statutory or other sources. In the inventories of

Preface

church records, similarly, the preparation of the history of each church constitutes a task equally arduous with that of locating and listing its records. In Massachusetts two broader works have also been undertaken. The general historical background, statutory origin and functioning of county, city, or town offices have been studied with a view to providing satisfactory accounts of the development of county and municipal government generally. These latter undertakings are now happily nearing completion.

The inventory of the town archives of Maynard is the twenty-ninth in the series of such inventories covering the towns of Middlesex County. A full list of publications of the survey to date appears after the index at the end of this book.

The Survey is indebted to the town officials of Maynard for their cooperation and to the Secretary of the Commonwealth, Frederic W. Cook, without whose sponsorship this project would not be possible.

Aron S. Gilmartin
State Supervisor of Historical
Records Survey

FOREWORD

The Inventory of the Town and City Archives of Massachusetts is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Work Projects Administration. The publication herewith presented, an inventory of the Archives of Maynard in Middlesex County, is volume XXIX of number 10 of the Massachusetts series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by town officials, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalogue for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records--they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and city inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single town, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey directed by Luther H. Evans from its inception in January 1936 to March 1, 1940 when he was succeeded by Sargent B. Child formerly National Field Supervisor. It operates as a nation-wide project in the Division of Professional and Service Projects, of which Mrs. Florence Kerr, Assistant Commissioner, is in charge.

Howard O. Hunter
Acting Commissioner of Work
Projects Administration

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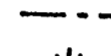


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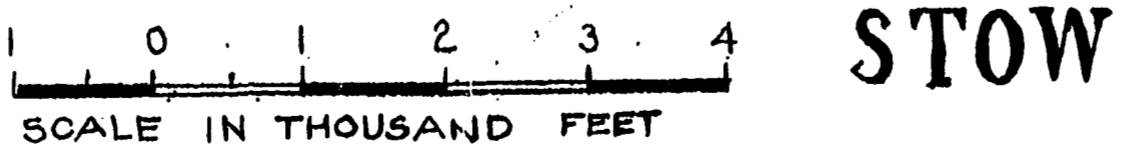
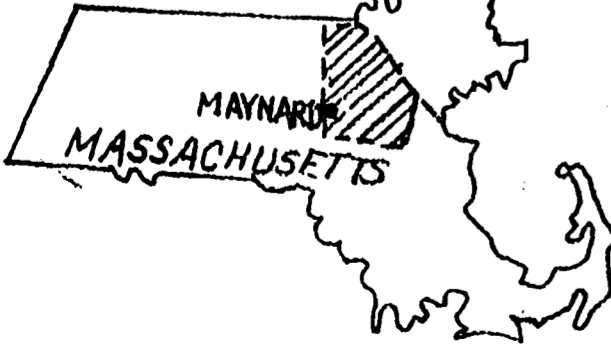
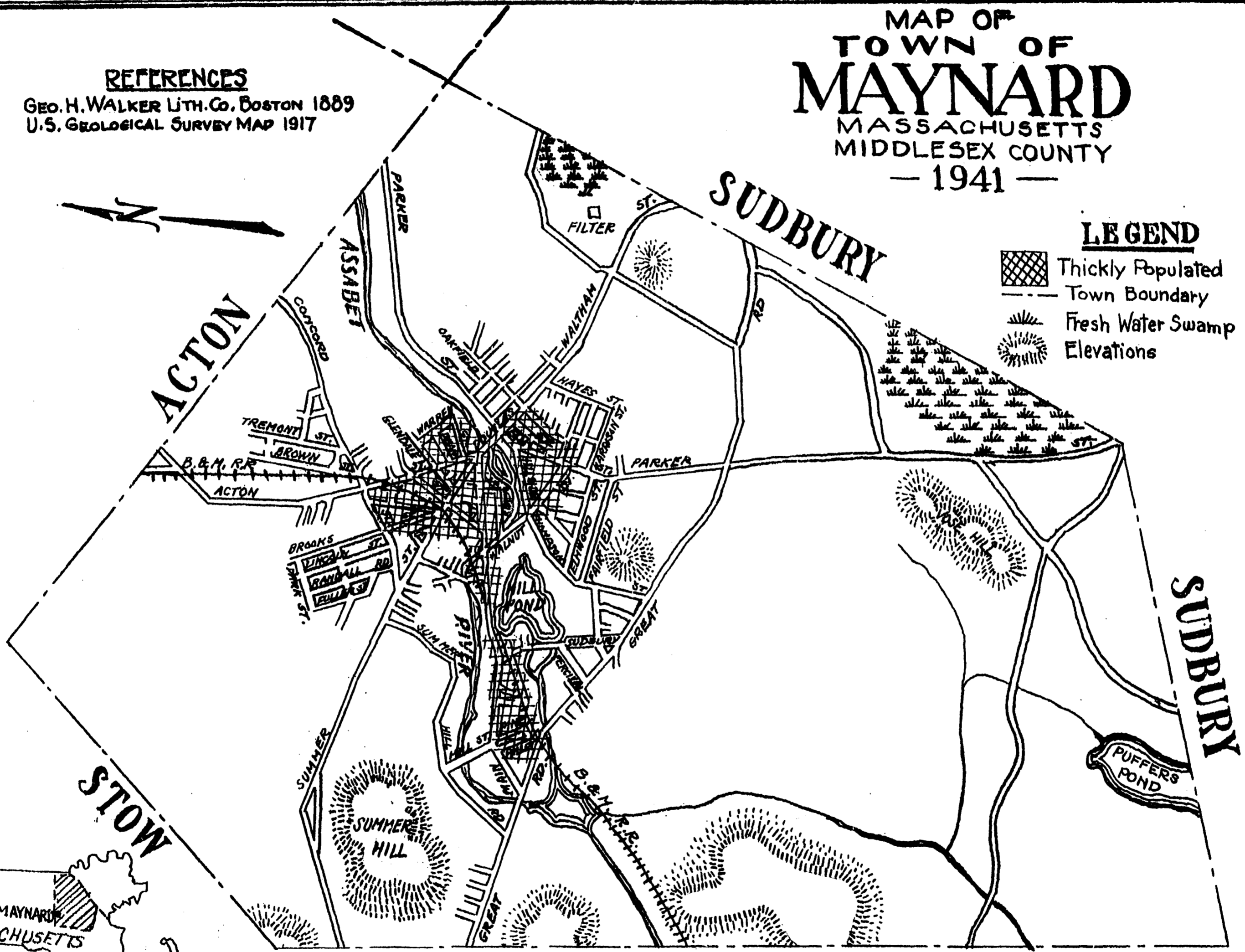
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MAP OF
**TOWN OF
 MAYNARD**
 MASSACHUSETTS
 MIDDLESEX COUNTY
 — 1941 —

REFERENCES
 GEO. H. WALKER LITH. CO. BOSTON 1889
 U.S. GEOLOGICAL SURVEY MAP 1917

LEGEND

-  Thickly Populated
-  Town Boundary
-  Fresh Water Swamp
-  Elevations



PART A. MAYNARD AND ITS RECORD SYSTEM

HISTORICAL SKETCH

Maynard, on the Assabet River in Middlesex County, is about 21 miles west of Boston and is bounded by Acton on the north, Stow on the west, and Sudbury on the south and east. The town is 5.7 square miles in area and at the time of its incorporation was the third smallest in Massachusetts.¹ It had a population of 7,156 at the time of the last United States census.²

Maynard's history begins nearly two and a half centuries before its incorporation, when the General Court in 1638 voted that a group of English immigrants " . . . The petitioners, Mr. Pendleton, Mr Noyse, Mr. Brown and Comp^a, are allowed to go on their plantation, & such as are assoiated to them; & Leift Willard, Thomas Bro(wne) and Mr. John Oliver are to set out the bounds of the said plantation . . ." ³ This grant was incorporated a year later as Sudbury;⁴ with later additions it extended from the present limits of Concord to what became Framingham and from Weston to the Assabet River.⁵ Among these additions was the "two mile grant" in 1649, which gave Sudbury an additional 2 miles of land to the westward of its boundaries, including all of the present Maynard and a part of Stow,⁶ and a grant 6 miles square made by the General Court in 1656.⁷ The final deed to the "two mile grant" was not signed until 1684; it bore the names of Peter Jethro and several other Indians. The Indians referred to themselves as "the ancient, native, hereditary proprietors of the said land."⁸ Another tract of 1,000 acres was granted to one Hermon Garrett by the General Court in a foreclosure action involving Garrett and an Indian.⁹ This latter tract is believed to have been within the present limits of Maynard; the entire Sudbury area eventually included land that later became the towns of Stow, Maynard, and Wayland, and a part of Hudson.¹⁰

1. William H. Gutteridge, A Brief History of Maynard, Massachusetts, map, frontispiece, and p. 3.

2. Massachusetts General Court, Manual for the Use of the General Court, 1935, p. 194. Hereinafter cited as General Court Manual.

3. Records of Massachusetts Bay, I, 238.

4. Alfred S. Hudson, The Annals of Sudbury, Wayland, and Maynard, Middlesex County, Massachusetts, p. 5.

5. Gutteridge, op. cit.; D. Hamilton Hurd, ed., History of Middlesex County, Massachusetts, II, 438.

6. Records of Massachusetts Bay, III, 159; Gutteridge, op. cit., frontispiece.

7. Records of Massachusetts Bay, III, 403.

8. Hurd, op. cit., II, 443.

9. Records of Massachusetts Bay, III, 225, 226.

10. Massachusetts Secretary of State, Historical Data Relating to Counties, Cities, and Towns in Massachusetts, p. 46.

The part of Maynard lies west of the Assabet River was first known as Pompasittacutt,¹ and after 1683 was a part of the town of Stow.² Several other names were given to the area before it finally became known as Maynard; for some years it was called the northwest district of Sudbury,³ later it was called Assabet Village after the river which runs through it.⁴ At one time the section was known as "the second and third squadrons" of the town of Stow.⁵

There is considerable question concerning the correct spelling of the name 'Assabet.' It appears in the early records variously as Isabaeth, Elisabeth, Assabaeth and otherwise,⁶ it is generally believed to have been something approximating its present spelling, however, and to have been given the more anglicized spelling merely because of the difficulty the early settlers had in understanding its Indian pronunciation.

The extant records do not distinguish clearly between events which actually occurred in the Maynard area and those which took place in the rest of Sudbury and Stow, but several family names definitely identified with Assabet Village affairs are found in the early records, and some of their farms and homesteads are still to be found within the limits of Maynard. Among these are the Balcom family, which settled in the vicinity about 1683; the Puffers, of which one member, Jabez, owned land in the Maynard area,⁷ "William Brown in the northwest corner of the Assabet River,"⁸ the Levi Smiths, and the family of Rice.⁹ One member of the family of Maynards, Zachary, was born in the section during the early days (about 1647) near what is now the site of the Maynard sewage-disposal plant.¹⁰

In 1676 the majority of the residents of Sudbury are believed to have been wiped out by King Philip and his Indian warriors. The section is said to have been sparsely populated by Indians at the time, lying as it did among the territories of the Nobscoots, the Nashobas, and the Musketaquids.¹¹ The Nobscoots, at least, were friendly and warned the settlers of the impending invasion; but the settlers did not evacuate their homes in time, and on April 21 were attacked.¹² It is said that the Indians sat on

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1. Gutteridge, op. cit., map on p. 1.
 2. Records of Massachusetts Bay, V, 408, 409.
 3. Gutteridge, op. cit., p. 13.
 4. Ibid., p. 39.
 5. Ibid., p. 13.
 6. Ibid., p. 16; Records of Massachusetts Bay, III, 225.
 7. Gutteridge, op. cit., pp. 17-19.
 8. Ibid., pp. 16, 17.
 9. Ibid., pp. 16-19.
 10. Ibid., p. 88.
 11. Hurd, op. cit., II, 442.
 12. Ibid.

Pompasittacutt Hill debating which part of the settlement to attack first.¹ One of the garrisons which suffered the fiercest attack was the Walker garrison, either in or very close to the present boundaries of Maynard.² Indian relics are still found occasionally on Maynard farms, and one family has made a collection of them.³

Upon the resettlement of Sudbury after the war the residents of the Northwest district found themselves facing a problem common to most early Massachusetts communities: That of being far removed from the centers of town life. Stow had been incorporated as a town which included much of the western part of Assabet Village;⁴ from the center of the northwest district to the town halls or churches of either Stow or Sudbury was a distance of several miles, however. Frequently this journey included crossing the Assabet River, sometimes flooded to a half-mile width in spring and covered with ice in winter.⁵ In 1707 a petition, signed by residents of the west side of the river and containing the names of Balcoms, Rices, and Smiths among its signatories, declared that:

Many times wee doe attempt to git over our flood, we are forced for to seek our spiritual good with the peril of our lives. Besides the extreme travail that many of us are exposed to sum 3:4:5:6 miles much more than a day's journey, by reason of these and many more objections . . . many of our children and weak persons can very rarely attend the public worship.

The petition asked for the establishment of a separate precinct in the northwest district.⁶

In November of that year a committee was appointed by the General Court to "hear what shall be alleged for and against setting off the west side of the great river as a separate parish or precinct and report what they think most expedient to be done."⁷ This committee reported in June of the following year that it had heard both sides of the question of a separate precinct and had taken consideration of "the badness of the Causway and the difficulty of the way and the distance they are from the meeting house," but did not recommend the division.⁸ The Court ordered, however, that "if the inhabitants of the west side of the river think themselves able to erect a meeting house and support a minister and shall present a subscription amounting to fifty pounds per annum for his maintenance during the first seven years; that then the prayer of their

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1. Ibid.
 2. Ibid.
 3. Gutteridge, op. cit., p. 16.
 4. Records of Massachusetts Bay, V, 408, 409
 5. Hudson, op. cit., pp. 72, 73
 6. Ibid.
 7. Province Acts and Resolves, V, 408, 409.
 8. Ibid., XXI, ch. 26.

petition (petition) be granted to be a parish or precinct of themselves and that they have liberty to invite and procure a learned Orthodox minister of good conversation to preach to them."¹ The court made a similar ruling in 1714 when it ordered that "There be a distinct precinct and meeting house erected for the publick worship of God on the west side of Sudbury River."²

By 1723 preaching services were being held on the west side of the river, but there were still considerable distances to be traveled by some of the worshippers, and the villagers faced the same difficulty in regard to schooling.³ On April 17, 1719, the Sudbury town meeting considered "whether the town will grant the northwest quarter its petition, they desiring the schoolmaster some part of the time with them."⁴ Not until 1779, however, was an appropriation of \$157.50 made for the building of a one-room school building on Sudbury Road near the Balcom farm.⁵

Stow contributed its share toward the education of the children of "the second and third squadrons" as early as 1757, when it voted "to give to each quarter of the town its proportion of schooling."⁶ One of the schools erected after this action was taken was the old brick school on Summer Street; this fact appears substantiated by the presence of John Marble, Luke Brooks, and Captain Sargent, all residence of the Assabet Village section, on the school committee during one year.⁷ A private school was conducted on the Levi Smith place for many years prior to 1800.⁸

By the beginning of the eighteenth century there were many families settled in the northwest district. In 1708 there is a record of "fifteen dwellings in the second and third squadrons";⁹ even before this, in 1685, a piece of property had been purchased from a resident of Stow and opened as a tavern. It was situated on the Boston-Lancaster stage route and was known as the Rice Tavern.¹⁰ In 1715 the first bridge across the Assabet River within the present limits of Maynard was built;¹¹ it became known later as "Dr. Wood's Bridge" and the "New Lancaster Road" crossed it.¹² In more recent years it has been called Russell's Bridge; it was one-eighth in Stow and seven-eighths in Assabet Village.¹³ A sawmill was erected "in the

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1. Ibid.
 2. Ibid., ch. 83.
 3. Province Acts and Resolves, XXI, ch. 83; Hudson, op. cit., p. 73.
 4. Hudson, op. cit., p. 74.
 5. Ibid.
 6. Gutteridge, op. cit., p. 48.
 7. Ibid.
 8. Ibid., p. 5.
 9. Ibid., p. 13.
 10. Ibid., pp. 19, 20.
 11. Ibid., p. 22.
 12. Ibid.
 13. Ibid.

second or third squadron of the new grant" about 1677, and two of the five men who established it are definitely known to have lived in the Assabet Village area.¹ Several families lived at the time along the "Old Marlboro and Concord Great Road," then one of the major routes through the vicinity.²

By their family names it is possible to trace a number of the residents of Assabet Village through the wars of the eighteenth century. In the fight at Cape Breton in 1760, 4 of the 14 Sudbury men engaged bore the name of Balcom.³ Five Sudbury companies saw action in the Revolution, two of them from "the west precinct."⁴ At the Battle of Concord there were five Rices, five Maynards, five Puffers, four Brighams, four Willises, three Smiths, and two Balcoms.⁵ Daniel Conant, the first man to be wounded at Concord, was later an officer at the Battle of Bennington.⁶

From the Revolution to the middle of the next century the growth of the Assabet Village section was rapid. The Great Road was made considerably more useful by the erection of the Ben Smith Bridge in 1816.⁷ A mill had been built even earlier; it was referred to at the time as the old mill. It was a combined sawmill, gristmill, and cider mill.⁸ About 1820 a paper mill was built by William May; it manufactured paper by the hand method and utilized water from the vicinity of what is now the cemetery. This mill was eventually sold to the Assabet Woolen Mills.⁹

The real threat of the settlement to supersede both Stow and Sudbury in importance began in 1846, when Amory Maynard and William Knight began the operations which established their woolen mills on the Assabet River. Knight for some years had operated a factory at Saxonville (now a section of nearby Framingham), which he had recently closed.¹⁰ Maynard left school at the age of 14 to enter his father's sawmill at Fort Meadow. The elder Maynard died when Amory was 16; the boy took charge of the mill and within a short time was employing about 500 men. When the City of Boston took over the Fort Meadow Pond the mill lost its water rights, and Maynard turned to Assabet Village as the scene of his further operations.¹¹ Several tracts of land on both sides of the river were purchased in Maynard's acquisition of water rights; during one month alone, in July 1846, 34 deeds covering his purchases were registered.¹² Within a few months title to

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1. Hudson, op. cit., p. 75.
 2. Ibid., p. 76.
 3. Hudson, op. cit., p. 77.
 4. Ibid.
 5. Ibid.
 6. Gutteridge, op. cit., p. 26.
 7. Ibid., p. 22.
 8. Ibid., p. 24.
 9. Ibid.
 10. Ibid., p. 27.
 11. Ibid.
 12. Ibid., pp. 28-32.

109 acres of choice land in the village were acquired;¹ to make the river a more stable source of power a pond was constructed near the site where the mill was to be built.²

The first mill began operation in the spring of 1847 in a wooden structure 50 by 100 feet. It manufactured yarns at first, then carpets, using hand looms.³ It was granted a charter of incorporation by the General Court in 1849;⁴ a few years after it opened Knight retired and Maynard ran the business with the help of his two sons.⁵ The venture failed during the panic of 1857,⁶ but was reorganized in 1862, and thenceforth the name of Amory Maynard appears as "agent" for the business.⁷ The original building was enlarged and new machinery installed. As the Assabet Manufacturing Company the concern dropped the manufacture of carpets and substituted a line of blankets and flannel and other cloth. Large government orders during the Civil War enabled the company to undertake an extensive program of expansion. The number of workers became so great that tenements to house them had to be built by the mills; streets were laid out and an entire community life grew up around the factory. An idea of the growth of the Assabet concern during these years may be gained from the fact that, when the mills were opened, their valuation was about \$150,000; in 1890, at the time of the death of Amory Maynard, the mills and properties were valued at over a million and a half dollars.⁸

The growth of the early village was seriously hampered by inadequate transportation facilities. There was no railroad; freight was teamed in from South Acton and stage service was poor.⁹ In 1849 the Marlboro Branch of the Fitchburg Railroad entered the town¹⁰ and was soon followed by a number of new industries and enterprises. One of these was an ice storage house which took the natural ice from the millpond and shipped as much as 40,000 tons of it annually to Boston and other points.¹¹

As the population and importance of Assabet Village grew, complaint about the distance to the town centers became general. The village had already outgrown the rest of Stow and Sudbury; it was predominantly industrial while the parent communities remained largely agricultural. The movement to withdraw and form a separate town began to crystalize

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1. Ibid.
 2. Ibid.
 3. Ibid.
 4. Acts, 1849, ch. 167.
 5. Gutteridge, op. cit., pp. 28-32.
 6. Ibid.
 7. Ibid.
 8. Ibid., p. 32.
 9. Ibid., p. 36.
 10. Ibid.
 11. Ibid., p. 37.

about 1869.¹ The idea was actively opposed by Sudbury and to a lesser degree by Stow. Sudbury appointed committees to oppose the withdrawal before the General Court; the village protested to the court that it needed police protection, sidewalks, street lights, better school facilities and many other advantages it had not received in the past.² Several hearings were held on the petition and finally, on April 19, 1871, a charter was granted and Assabet Village became the Town of Maynard.³ The name was adopted out of tribute to its leading citizen and also because Maynard was the name of one of the oldest families in the vicinity; jealous nearby towns, however, imputed other and more selfish motives to the choice. The Hudson Pioneer, in an issue published soon after the incorporation, hinted editorially that "there might be some pecuniary motive in this christening."⁴

The act of incorporation gave the new town:

All of the territory now within the towns of Stow and Sudbury, comprised within the following limits, that is to say, beginning at the northwesterly corner of said territory, at the northwesterly corner bound of land of the late Daniel Whitney, and in the town line between Acton and Stow; thence southerly in a straight line to a stake and stones at the northeasterly corner of land of William Carr, at land of Benjamin Smith, on the top of Carr's Hill, so called; thence southeasterly in a straight line to a stone monument in the town line between Stow and Sudbury, at land of Winthrop Puffer; thence easterly in a straight line to the guide-post at the Iron Works Causeway, so-called; thence northerly to a stone monument at the corner of Acton and Concord town lines in the Sudbury town line; thence northwesterly by the town line of Acton and Sudbury, and Acton and Stow town line to the point of beginning . . .⁵

Nineteen hundred acres of land were taken from Sudbury in establishing the new town, and 1,3000 acres from Stow. For this and other corporate properties Maynard agreed to pay Sudbury the sum of \$20,833.28 and Stow \$6,500.⁶ The act of incorporation ordered that schools and other corporate property belonging to Stow and Sudbury but within the Maynard lines should become the property of the latter town; a noteworthy exception was the Stow poorhouse, which remained the property of that community. Stock in the Framingham and Lowell Railroad Company owned by the town of Sudbury

1. Ibid., pp. 7, 8.

2. Ibid., pp. 3, 8.

3. Ibid.; Acts, 1871, ch. 198, sec. 1.

4. Hudson, Pioneer, Apr. 29, 1871.

5. Massachusetts Archives, Act to Incorporate the Town of Maynard, Apr. 13-19, 1871, see the appendix, entry 8.

6. Minutes of Town Meetings, vol. A, p. 17, see entry 20; Acts, 1871, ch. 198, sec. 4.

was to be transferred to Maynard at an agreed price.¹

At the time of its incorporation Maynard had 522 polls living in 321 houses, a total population of 1,910, and a property valuation of \$1,002,000.² The first town meeting was held on April 27th; it did not last long, however. It adjourned early so that the town might stage a celebration over the success of the effort to incorporate.³ More than a thousand people took part in a parade to Pompasittacutt Hill, where a flag was planted with much ceremony and the firing of cannon. A special train had been chartered from the Fitchburg Railroad for the occasion; bands played, choruses sang, and fireworks would have been discharged but for a rain that began before that stage of the festivities had been reached.⁴ The scale on which the celebration was observed is shown in an entry in the annual report for that year:⁵

For:	
Three kegs powder	\$13.50
Use of cannon, etc.	32.65
Entertaining bands	30.00
Fireworks	34.13
Fitchburg R.R., extra train	75.00
J.B. Smith, collation	96.00

With the celebration over, the town settled down to the business of forming and running its government. A comparatively complete set of town officers was installed, including a moderator, three selectmen, a town clerk, a treasurer and tax collector, three assessors, three constables who were also truant officers, a school committee of three members, surveyors of lumber, wood and bark, surveyors of highways, road commissioners, field drivers, fence viewers, a pound keeper, fish Reeves, and fire wardens.⁶ Police protection the first year was provided by the appointment of eleven special police officers by the selectmen;⁷ the selectmen during that year also provided the town with a pound for animals and a burial ground.⁸ A hall in which town meetings could be held was secured⁹ and an agreement was reached with Sudbury concerning the division of town properties.¹⁰ A loan of \$18,500 (in gold and with a currency premium of \$2,682.50) was contracted for financing the town expenses.¹¹ During the year Sudbury was paid \$10,072.77 on the town debt and \$10,000 on Maynard's railroad

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1. Acts, 1871, ch. 198, sec. 4.
 2. Gutteridge, op. cit., p. 8.
 3. Minutes of Town Meetings, vol. A, p. 9, see entry 20; Gutteridge, op. cit., p. 8.
 4. Gutteridge, op. cit., p. 8.
 5. Town Reports, 1872, pp. 7, 8, see entry 2.
 6. Minutes of Town Meetings, vol. A, p. 52 et seq., see entry 20.
 7. Selectmen's Records, I, 3, see entry 1.
 8. Minutes of Town Meetings, vol. A, p. 29, see entry 20.
 9. Ibid., p. 17.
 10. Ibid.
 11. Town Reports, 1872, pp. 3-10, see entry 2.

stock.¹ The year ended with the treasury only \$942.59 overdrawn; its total debt at the beginning of the next fiscal year was \$28,806.25.² Four years later the 1871 loan was full repaid³ and in less than 10 years the net indebtedness of the town was reduced to \$300.⁴

A lockup was built under the direction of the selectmen in 1871; its cost was \$445.70.⁵ The first year's appropriation included \$4,000 for school buildings, upkeep and repairs, \$1,000 for the care of the streets, and \$4,000 for general town expenses.⁶

The cemetery acquired in 1871 by the selectmen was the second in the town; 2 years earlier a Catholic congregation had purchased a private burial ground of its own.⁷ After the Glenwood cemetery was bought for the town the selectmen annually appointed a sexton until 1894.⁸ A hearse and hearse-house were purchased shortly after the acquisition of the cemetery.⁹ After 1900 a 'burial officer' was appointed each year by the selectmen.¹⁰ Since shortly after the establishment of the cemetery, residents of the town have paid various sums into a perpetual care fund which has become the largest trust fund in the town's treasury.¹¹ The amounts paid into the fund have varied from \$50 to the \$1,200 fund for the care of the graves of one branch of the Maynard family.¹² In 1938 the cemetery fund totaled \$24,000 and the interest from it was nearly \$1,000; this interest is applied to the upkeep of lots in the burial ground.¹³ The care of the cemetery has been entrusted since 1889 to a board of three cemetery commissioners.¹⁴

A sum of \$1,000 was appropriated in 1881 for the establishment of a public library.¹⁵ Later that year the library was opened in a schoolhouse, at first for only one evening a week, later for two evenings.¹⁶ Much of

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1. Ibid.
 2. Ibid.
 3. Ibid., 1877, p. 8.
 4. Ibid., 1880, p. 9.
 5. Ibid., 1872, pp. 3-10; Minutes of Town Meetings, vol. A, p. 16, see entry 20.
 6. Town Reports, 1872, pp. 3-10. see entry 2.
 7. Gutteridge, op. cit., p. 46.
 8. Selectmen's Records, I, 6-231 passim, see entry 1.
 9. Town Reports, 1872, p. 7, see entry 2.
 10. Selectmen's Records, II, 46, see entry 1.
 11. Town Reports, 1938, p. 68. see entry 2.
 12. Ibid., 1935, p. 82.
 13. Ibid., 1938, p. 68.
 14. Ibid., 1890, p. 25; Minutes of Town Meetings, vol. A, p. 368; vol. F, p. 239, see entry 20.
 15. Town Reports, 1881, p. 2, see entry 2; Minutes of Town Meetings, vol. A, p. 227, see entry 20.
 16. Town Reports, 1882, p. 8, see entry 2.

the credit for its establishment is given to Joseph W. Reed, one of its first trustees and greatest benefactors.¹

In 1886 the town began discussion of "action to be taken regarding a system of water works." A committee of seven persons was appointed to make the necessary recommendations,² and on May 25, 1888, the General Court enacted that "the town of Maynard may supply itself and its inhabitants with water for the extinguishment of fires, for domestic and other purposes . . . (and) . . . may convey water from White Pond in the towns of Hudson and Stow . . ."³ The power to issue water loan bonds to the extent of \$75,000 was granted by the legislature.⁴ A contract was made with an engineering firm for the construction of the system on August 14th of the same year; work was begun but the contractor was removed from the project in 1889.⁵ A second contractor was engaged but resigned shortly afterward.⁶ The water commissioners appointed an engineer and with his aid completed the work.⁷ When finished, the water system included a reservoir 199 feet higher than the level of the river and with a capacity of 1,500,000 gallons, a pumping station later capable of supplying a 90-pound pressure at Main Street, receiving wells, and machinery.⁸ At the time it was completed the reservoir was the largest of its kind in New England.⁹ Later improvements to the system brought its total cost to \$213,000 by 1921, financed largely out of returns from the water system and additional water loans authorized by the General Court.¹⁰ Almost from the beginning the system showed a steady cash return to the town; in 1891 the receipts were over \$14,000.¹¹ In 1893 a total of 36,000,000 gallons of water was pumped.¹²

Since 1871 the selectmen had appointed varying numbers of fire wardens;¹³ in 1890, however, the town took steps to enlarge and improve its fire-fighting force. To replace the volunteer mill service from the Assabet Mills a hose company of 15 and a hook-and-ladder force of 20 were

1. Gutteridge, op. cit., pp. 64, 65.

2. Town Reports, 1887, p. 2, see entry 2; Minutes of Town Meetings, vol. A, p. 328, see entry 20.

3. Acts, 1888, ch. 407, secs. 1, 2.

4. Ibid., sec. 5.

5. Town Reports, 1889, p. 28, see entry 2.

6. Ibid.

7. Town Reports, 1889, pp. 28, 29.

8. Gutteridge, op. cit., p. 44.

9. Ibid.

10. Ibid.; Acts, 1890, ch. 62.

11. Town Reports, 1892, p. 28, see entry 2.

12. Ibid., 1894, p. 54.

13. Minutes of Town Meetings, vol. A, pp. 9, 368, see entry 20; Selectmen's Records, I, 120, see entry 1.

appointed.¹ A committee served with the selectmen to secure a firehouse and apparatus;² on January 29, 1892, the department moved into its own building on Nason Street, with a hose wagon, a hook-and-ladder truck, and 1,200 feet of hose, "all in perfect order."³

In 1891 a boardinghouse was rented from Lorenzo Maynard for about \$300 "until the success of the venture is assured" and opened as a poorhouse;⁴ a farm was planted, using the labor of the inmates and tramps, and its products sold to help defray costs.⁵ The poorhouse was operated until 1919, when the number of inmates had become so small that it was considered advisable to close it and rent out the building.⁶

In the 30 years immediately following its incorporation Maynard made many improvements in its school system. In 1871 there had been 10 teachers in the few small, inadequate buildings which had been built by Stow and Sudbury; their salaries were low, the principal receiving \$800 a year and the teachers about \$10 weekly.⁷ One of the schools, the Old Brick School, was so old that it was abandoned the year after the town was incorporated.⁸

The two-room school building on Nason Street was the first to be improved. It was enlarged in 1873,⁹ and in 1877 the high school was moved to a new building on Acton Street.¹⁰ This building, which cost \$3,500,¹¹ was followed by another new structure on Sudbury Street in 1881.¹² The Nason Street building was later sold and removed from its lot, and in place of it a modern, 12-room building costing \$30,000 was opened in 1892. It was considered a model schoolhouse at the time.¹³

The number of pupils increased during these 30 years, but the school personnel and the expenditure for education remained low. In 1880 there were 475 pupils;¹⁴ in 1901, 602.¹⁵ In the latter year, however, there

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1. Gutteridge, op. cit., pp. 44, 45.
 2. Town Reports, 1891, p. 12, see entry 2.
 3. Ibid., 1892, p. 38.
 4. Ibid., pp. 33, 34.
 5. Ibid., 1912, pp. 116-121.
 6. Ibid., 1919, p. 25.
 7. Ibid., 1872, p. 4.
 8. Gutteridge, op. cit., p. 48.
 9. Minutes of Town Meetings, vol. A, p. 15, see entry 20.
 10. Town Reports, 1878, pp. 7-9, see entry 2.
 11. Ibid.
 12. Gutteridge, op. cit., pp. 51, 52.
 13. Ibid., p. 50.
 14. Town Reports, 1881, school committee report, p. 3, see entry 2.
 15. Ibid., 1902, p. 69; school committee report, p. 13.

were still only 13 regular teachers, 2 assistant principals, and 1 principal who was also the acting superintendent.¹ Maynard, in 1901, stood 250th of 353 towns in the State in expenditure-per-pupil based on property valuation.²

A number of denominations established churches in Maynard before 1900. Previous to 1852 there had been no church in Assabet Village; worshippers attended services in the one church in Stow, which had been founded in 1683, or in the church in Sudbury, established in 1723.³ On May 23, 1851, a Sunday school was formed, holding sessions in an old passenger station in the village.⁴ Earlier the same year an Evangelical Society had been granted a petition for formation⁵ and on September 23, 1852, the Union Church came into being.⁶ In 1927 this was incorporated as the Union Congregational Church.⁷ At the time of its formation the membership of the church was 10.⁸ The congregation erected a church building in 1853 on land donated to it by Knight and Maynard and enlarged it in 1866 and again in 1889.⁹

The Methodists in the village formed a church in 1867. They met at first in Union Hall, and in 1895 dedicated a church of their own.¹⁰

The Catholics of the village had been served by a priest from Saxonville before 1866. Masses had been held in the homes of worshippers and in Union Hall. A church was dedicated in 1866 and in 1871 a resident priest was assigned. It became known as St. Bridget's Church in the latter year; its new church building was completed in 1884. For many years the Polish Catholics held their services in the basement of St. Bridget's Church, their parish being called St. Casimir's.¹¹

Episcopal mission services were held in Cooperative Hall until 1894. A building for the denomination was begun in 1895 and in 1897 the mission was given recognition as a church.¹² Other churches organized after the turn of the century were the Finnish Lutheran Church in 1910,¹³ the Finnish Congregational Church in 1913,¹⁴ and the Russian Orthodox Church in 1917.¹⁵

1. Ibid., p. 2.

2. Ibid., p. 69.

3. Gutteridge, op. cit., p. 54.

4. Ibid.

5. Ibid.

6. Union Congregational Church, Year Book and Church Directory, pp. not numbered.

7. Ibid.

8. Ibid.

9. Ibid., pp. 53, 54.

10. Gutteridge, op. cit., p. 56

11. Ibid., pp. 58, 59.

12. Ibid., p. 60.

13. Ibid.

14. Ibid.

15. Ibid.

Since 1857 Maynard had always had one or more halls in which public functions and town affairs could be held. Twenty citizens pooled their money in 1857 and began the building of Union Hall at Main and Summer Streets.¹ This hall was generally used until the 1860's, when Riverside Hall was built by the Maynard family.² In 1882 a third hall was built, Cooperative Hall.³ Colonial Hall was built considerably later, in 1914.⁴

During the first few decades after its incorporation the rate of growth of Maynard greatly exceeded that of many neighboring towns. Its population in 1885 was 2,703, more than the combined populations of Sudbury and Stow.⁵ In 1890 its property valuation was \$2,084,431, nearly equal to the total valuation of both parent communities,⁶ and in 1901 this figure reached \$2,206,000.⁷ The number of houses assessed in 1901 was 530, nearly double the number in 1871.⁸ Town assets in 1901 were nearly \$200,000 and the total appropriation for operation of the town was \$32,000.⁹

The industrial and commercial progress of the town was steady. By 1885 there were factories producing leather, iron goods, metallic products, powder, carriages, and many other products.¹⁰ A hotel, the Glendale House, had been operating since 1867 and at least one newspaper was being published in 1888. Forty-seven farms in 1884 reported a combined output of \$65,000¹¹ and 160,000 cans of milk produced.¹² Ten years later, in 1895, there was a total capital investment of \$1,685,561 in manufactures in the town and goods were made that year to the value of \$1,615,644. Maynard ranked 77th in the State in the value of goods produced, although it was only 129th in population; only eight towns in Middlesex County reported higher values of goods produced, all of them older than the 14-year-old town on the Assabet River.¹³

The Assabet Mills reached the height of their production during these years. When Amory Maynard died the mills were employing about 875 people.¹⁴ The role of the mills in the town's life and growth has been an important

1. Ibid., p. 64.

2. Ibid.

3. Ibid.

4. Ibid.

5. Massachusetts Bureau of Statistics of Labor, The Census of Massachusetts, 1885, I, p. 44, hereinafter cited as Massachusetts Bureau of Statistics of Labor, Census, 1885.

6. General Court Manual, 1890, p. 185.

7. Town Reports, 1902, pp. 83, 84, see entry 2.

8. Ibid.

9. Ibid., p. 5.

10. Elias Nason, Gazetteer of the State of Massachusetts, pp. 448, 449.

11. Massachusetts Bureau of Statistics of Labor, Census, 1885, I, 340, 849.

12. Ibid., p. 338.

13. Massachusetts Bureau of Statistics of Labor, The Census of Massachusetts, 1895, V, 206, 218, 356.

14. Nason, op. cit., p. 449.

one. It employed the largest number of Maynard people; it was largely responsible for the growth in population of the town and the rapidity with which it outgrew other communities. It was the rental agent for hundreds who lived in the company's houses. An idea of the number of the company houses which had been built may be gained from the fact that in 1902 the American Woolen Company, successors to the Assabet Mills, built a block of 160 homes to add to those already in use.¹

Another enterprise prominently identified with Maynard history came into being during this period: The Riverside Cooperative Association. This concern, patterned after the European cooperatives, was the result of a movement which had been inaugurated in 1875 as "The Sovereigns of Industry."² The Sovereigns formed the cooperative association three years later in 1878, when they began trading and moved into a building of their own. For many years this building was used as a town hall; the Riverside group sold supplies to the town farm, the schools, and other town departments. So successful was the venture that Maynard still has one of the largest cooperative enterprises in New England.³

The years between 1901 and 1921, when the town celebrated the fiftieth anniversary of its incorporation, were years of civic improvement, modernization, and general growth. During this period the town received electric lights, street cars, gas, two banking institutions, several new businesses, more schools, and other advantages generally common to larger towns.

In 1898 a baseball park had been secured for a playground;⁴ in 1900 a committee of five was given an appropriation with which to purchase a permanent park site.⁵ The park was obtained and a superintendent named to supervise it; since 1908 the park has been known as the John A. Crowe Memorial Park in honor of its superintendent.⁶ Work to secure a second park, the Soldiers' Memorial Park, was begun in 1920 when a committee was chosen to supervise the spending of a sum of money which had been raised to erect a memorial to the town's war heroes.⁷ This park was not obtained until 1925, however.⁸

A public celebration greeted the appearance of the first street car in Maynard in 1901. The town was one of those first licensed to be served by the Lowell, Acton, and Maynard Street Railway Company.⁹ Electric

1. Gutteridge, op. cit., p. 41.

2. Edwin Martin Chamberlain, The Sovereigns of Industry, pp. 141, 151.

3. Valuation List for the Town of Maynard, 1939, pp. not numbered, see entry 49.

4. Town Reports, 1898, p. 103, see entry 2.

5. Ibid., 1898, p. 103, 1899, p. 33.

6. Town Reports, 1909, p. 46, see entry 2; Selectmen's Records, II, 96, see entry 1.

7. Ibid., 1920, p. 63, see entry 2.

8. Minutes of Town Meetings, vol. E, p. 23, see entry 20.

9. Gutteridge, op. cit., p. 42; Acts, 1900, ch. 303, secs. 1, 2.

lights came after the General Court on April 29th, 1902, had authorized the American Woolen Company to provide electricity for streets and industrial and domestic use, subject to regulations to be imposed by the selectmen.¹ Gas was supplied by the Marlboro and Hudson Gas Company in 1912.²

The first of the towns banks was established in 1904. In that year the legislature had answered favorably a petition presented to it on behalf of Clarence Bodfish, Charles H. Persons, Frank U. Rich, Orrin S. Fowler, Abel G. Haynes, and several other prominent Maynard people.³ The bank became known as the Assabet Institution for Savings, and its success was such that less than 20 years after its founding its deposits totalled \$675,000.⁴ The second bank, the Maynard Trust Company, was established in 1916 with a capital of \$50,000.⁵

More attention was given to the question of streets, sidewalks, highways, and bridges after 1901. Although the appropriation for these purposes in 1901 was still only double that of 1871, or \$2,000,⁶ by 1911 it was \$8,000⁷ and by 1925 it was the second largest single amount in the list of town appropriations.⁸ A committee was set up in 1902 to investigate placing the former Main Street bridge on Sudbury Street,⁹ and in 1907 the advisability of raising the level of Russell's Bridge was discussed at the town meeting.¹⁰ A survey was made in 1913 to determine the cost of a new bridge across the river,¹¹ and the following year a committee was appointed to superintend the construction of a bridge at Florida Road.¹²

The town lost one school and gained others during its second three decades of existence. In 1906 the first of a series of new schoolhouses was erected on Bancroft Street;¹³ a \$61,500 high school was next erected on Summer Street.¹⁴ The 12-room school on Nason Street was destroyed by fire in 1916 and replaced by a larger brick building, the Roosevelt School, in 1918.¹⁵ The number of teachers and school officials also increased; in

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1. Ibid., 1902, ch. 347, secs. 1, 6.
 2. Gutteridge, op. cit., p. 42.
 3. Acts, 1904, ch. 199.
 4. Gutteridge, op. cit., p. 66.
 5. Ibid.
 6. Town Reports, 1872, pp. 3-10; 1901, p. 5, see entry 2.
 7. Ibid., 1911, p. 6.
 8. Ibid., 1925, pp. 90-95.
 9. Ibid., 1903, p. 47.
 10. Ibid., 1908, pp. 97, 98, see entry 2.
 11. Ibid., Feb. 1914, p. 48.
 12. Ibid., Dec. 1914, p. 94.
 13. Ibid., 1907, p. 158.
 14. Ibid., 1916, pp. 53, 112.
 15. Ibid.; Gutteridge, op. cit., p. 50.

1911 there were three principals, an assistant principal, a school physician, 22 regular teachers, supervisors of drawing and music, and a superintendent employed jointly by Maynard, Boxboro, and Stow. The appropriation for schools for that year was \$26,000;¹ in the next 15 years this sum was increased to \$105,000.²

Between 1900 and 1921 a number of new business and industrial enterprises of importance were established in the town and some of the existing ones made noteworthy advances. Leading the latter was the American Woolen Company, which by 1921 had expanded its plant facilities to 12 buildings, 128 cards, and 760 broadlooms. It employed approximately 2,500 people and reported a valuation of \$990,000.³ Another was the American Powder Company, whose wartime orders from 1914 to 1918 brought employment to scores of Maynard workers.⁴

The United Cooperative Society came into being in 1907 when 187 Finns of Maynard and vicinity pooled \$1,600 and began the Kaleva Cooperative Association. The association established a store on Main Street and began distributing groceries. The scope of the organization's business was constantly widened, with the result that by the time of the town's fiftieth anniversary the cooperative was handling milk and foodstuffs, and operating a restaurant and bakery. Two years later it purchased warehouse and railroad-siding facilities from the defunct Riverside Cooperative Association and began the distribution of coal. The building first occupied on Main Street was purchased by the Kaleva group for \$16,000 in 1912; in 1914 it bought land on Acton Road and erected a bakery and a store. The Kaleva formed one of the important links in a Statewide chain of cooperative ventures established in 1919, but the latter was considered impractical and discontinued in 1921. That year the Kaleva reincorporated and adopted its present name, the United Cooperative Society. Its capital at the time of reincorporation was \$25,000.⁵

The Middlesex Laundry was established in 1912 under the name of Peterson and Waldron, employing two workers. By 1912 it had found its quarters too small for the volume of business it received and in 1923 it purchased several small buildings from the American Powder Company. The valuation of the laundry was over \$11,000 in 1921; its personnel eventually increased to 46 workers.⁶ Another business of note in the community was the Maydal Spring Company, an outgrowth of the former Maynard Bottling

1. Town Reports, 1912, p. 6, see entry 2.

2. Ibid., 1925, pp. 56, 57.

3. Gutteridge, op. cit., pp. 34, 35.

4. Information obtained from William Hooper, former foreman of American Powder Co.

5. United Cooperative Society, Thirtieth Anniversary Year Book, pp. 3-52 passim.

6. Information obtained from Henry Tolman, proprietor.

Company, established in 1899. At its peak the concern had an annual output of 200,000 cases of beverages, much of it shipped out of the State.¹ In 1931 the business reorganized as the Maynard Beverage Company, Incorporated. Two other cooperative ventures were begun during this period; The First National Cooperative Association and the Maynard Cooperative Milk Association. The First National had a property valuation of \$11,000 in 1931, which it has maintained to the present time.²

Prior to 1915 milk had been distributed in the town by a number of small producers. The quality and sanitation were not uniform, and price increases by some dealers finally brought a boycott by consumers. Out of this boycott action a cooperative system of milk distribution began in 1915, with a capital of \$10,000. Its success was rapid, and 2 years later the Maynard Cooperative Milk Association became a part of the Kaleva concern.³

Two problems were not satisfactorily solved by the town during its first half-century of existence: Adequate sewerage disposal, and a supply of underground water to supplement the White Pond supply. A committee of nine had been named in 1903 to act with the water commissioners to investigate improvements to the water system⁴ and the same year an effort had been made to purchase a local property as a ground-water source.⁵ Up to 1935, however, the matter of investigating an underground water system still appeared in the annual reports of the town officers.⁶

Sewerage had been one of the considerations of the earliest town meetings, but in 1907 it was still found necessary to appoint citizens to act with the board of health to recommend additional sewers.⁷ Another such committee was appointed in 1914; it offered the town the next year a printed report of its extensive investigations and recommended the construction of a system costing approximately \$125,000, to include about 8½ miles of piping, a disposal plant and fixtures, with a total capacity of 500,000 gallons daily.⁸ This system was approved by the State Commissioner of Health,⁹ and the General Court granted the town permission for its construction.¹⁰ Work on the system did not begin, however; the matter was

1. Information obtained from Paul Hilander, proprietor.

2. Valuation List for the Town of Maynard, 1931, 1940, pp. not numbered, see entry 49.

3. United Cooperative Society, op. cit., pp. 21, 22.

4. Town Reports, 1904, p. 40, see entry 2.

5. Ibid., p. 48.

6. Ibid., 1935, p. 94.

7. Ibid., 1908, p. 106.

8. Report of Special Committee on a System of Sewerage for the Town of Maynard, pp. 3-5.

9. Ibid., pp. 29-32.

10. Special Acts, 1916, ch. 340.

again discussed in 1925,¹ and in 1928 the General Court gave the town permission to acquire land on the Maynard-Acton town line for a disposal site.²

The town's population, valuation, and tax rates underwent interesting changes in the years preceding 1921 and immediately thereafter. In 1915 the population was 6,770³ and in 1925 was 7,857.⁴ The property valuation was \$4,653,309 in 1919⁵ and by 1925 it had increased to \$6,237,280,⁶ a figure a million dollars higher than that of 1938.⁷ Increasing town government costs brought a commensurate rise in the tax rates. Instead of the \$11,000 total town receipts of 1871,⁸ it was estimated that nearly \$200,000 must be raised to cover the budget for 1925.⁹ For 1938 this amount was even higher, \$391,000.¹⁰ The property tax rate, which had been \$12.50 per \$1,000 of valuation in 1891,¹¹ was \$31. in 1925¹² and \$36. 13 years later.¹³ It was \$44. per \$1,000 in 1939.¹⁴

Between 1925 and 1939, and particularly since the general business depression which commenced in 1929, Maynard has suffered from the unemployment of numbers of its people and reverses in its major business enterprises. One of the hardest-hit concerns was the American Woolen Company, on which such a large proportion of the residents of the town depended for employment. So serious has been the effect of unemployment and the industrial decline that the selectmen stated in their 1938 annual report that "we regret that so many of our citizens could find little or no work during the greater part of the year . . . we still have several hundred people for whom we had no work of any kind. . . ." ¹⁵ The cost of relief assistance for the growing number of unemployed has increased rapidly. For 1938 the over-all relief cost, including childrens', soldiers', and state aid, and out-of-town cases, totaled more than \$100,000.¹⁶ In the 8 years following 1930 the relief load increased from 65 cases representing 307 people to 268 cases representing 1,062 people.¹⁷

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1. Town Reports, 1927, p. 28, see entry 2.
 2. Acts, 1928, ch. 326, sec. 1.
 3. General Court Manual, 1920, p. 240.
 4. Ibid., 1935-36, p. 194.
 5. Ibid., 1920, p. 230.
 6. Town Reports, 1925, pp. 56-59, see entry 2.
 7. General Court Manual, 1939-40, p. 184.
 8. Town Reports, 1872, pp. 3-10, see entry 2.
 9. Ibid., 1925, pp. 56-61.
 10. Ibid., 1938, p. 115.
 11. Ibid., 1891, pp. 30, 31.
 12. Ibid., 1925, pp. 56-61.
 13. Ibid., 1938, p. 116.
 14. Ibid., 1939, p. 33.
 15. Ibid., 1938, p. 4.
 16. Ibid., 1938, pp. 76-78.
 17. Ibid., 1930, p. 97; 1938, p. 118.

The advent of ERA, WPA, and other government work projects has helped the town to solve partially this unemployment problem while bringing many needed improvements. New bridges, roads, and sidewalks have been undertaken in recent years; improvements have been made to the two parks, the cemetery, and public buildings. During one year, 1935, the community received over \$120,000 in ERA and WPA appropriations.¹

A project was secured for a new stone arch bridge on Mill Street in 1935.² In that year extensive improvements were made in Glenwood Cemetery at a cost of nearly \$25,000 of Federal funds;³ \$5,000 was spent on drainage; a new hockey rink was built; and roads, walks, and street walls were built at a cost of \$12,000.⁴ A wood-cutting project provided work for a number of men of the town and the water department was able to make improvements in its system. One of the largest of the projects allotted was for improvement of the Assabet River, done under the direction of the board of health.⁵ In 1938 more than 10 miles of new sidewalk were laid at a cost of \$75,000.⁶ Other projects have been hurricane-damage repair, a sewing project, and a canning project which in one year distributed 30,000 cans of food and reported that it expected to preserve 85,000 cans the following year. The peak of WPA employment came in 1938, when 340 persons were on the rolls.⁷

Despite the fact that its main industries are working with reduced forces and town operation costs are high, Maynard's officers express optimism concerning the future of the community. In 1935 they reported that "The balance sheet of the town shows it to be in a sound financial condition."⁸ Later, in 1939, they stated that "The general upturn in business late in 1938 gives promise of a brighter condition."⁹ This promise was in some measure fulfilled in 1939, when the board of public welfare reported a decrease of \$22,796.30 in relief expenditures from the preceding year.¹⁰

Many natural advantages peculiar to Maynard further substantiate this belief. The town has an unusually efficient and cooperative government; perhaps one of the best evidences of this is found in contracts sometimes issued for town improvements, which state that preference in the hiring of labor shall go to citizens in arrears on their taxes.¹¹ The slate of

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1. Town Reports, 1935, pp. 8-10, see entry 2.
 2. Ibid., p. 4.
 3. Ibid., pp. 8-10.
 4. Ibid.
 5. Ibid., 1935, pp. 8-10; 1938, pp. 8-12.
 6. Ibid., 1938, p. 9.
 7. Ibid., p. 4.
 8. Ibid., 1935, p. 4.
 9. Ibid., 1938, p. 4.
 10. Ibid., 1939, p. 35.
 11. Ibid., 1938, p. 37.

officers is complete in nearly all departments; most of these departments are those which were set up at the first town meeting in 1871,¹ and many of them include in their membership the names of citizens who have always been identified with Maynard affairs.²

Geographically the town's situation is a good one. Its proximity to Boston places it in position to take eventual advantage of any expansion of the larger community. Its location on the Marlboro Division of the Boston and Maine Railroad and the good highways that pass through it provide it with ready transportation for any industrial improvement.³ The comparative superiority of its manufacturing facilities are still present, and in recent years tourists have begun to appreciate the historic value of Maynard's Indian lore, the first-hand opportunity to study the cooperative movement, and the natural beauty of the town's location on the Assabet River.

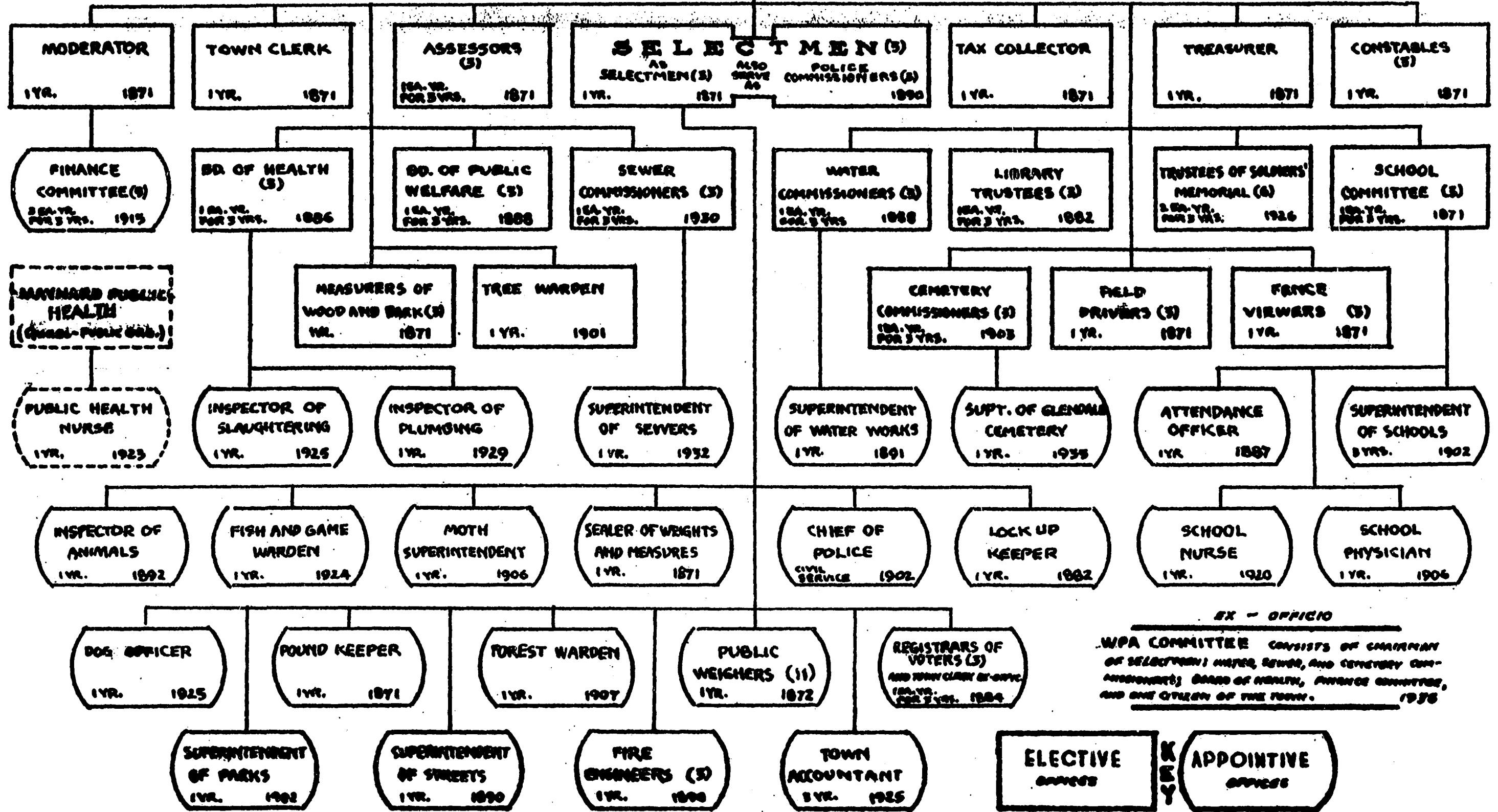
1. Minutes of Town Meetings, vol. A, p. 9, see entry 20; Town Reports, 1939, pp. 2, 3, see entry 2.

2. Ibid.

3. Report of Special Committee on a System of Sewerage for the Town of Maynard, map following p. 32.

CHART OF TOWN GOVERNMENT - MAYNARD - 1940

ELECTORATE



EX - OFFICIO

WPA COMMITTEE CONSISTS OF CHAIRMAN OF SELECTMEN; WATER, SEWER, AND CEMETERY COMMISSIONERS; BOARD OF HEALTH, FINANCE COMMITTEE, AND ONE CITIZEN OF THE TOWN. 1938

ELECTIVE OFFICES **KEY** **APPOINTIVE OFFICES**

GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

The desire of the residents of the section that is now Maynard to have a voice in the governmental, church, and school affairs of the parent towns of Sudbury (settled in 1638 and incorporated in 1639)¹ and Stow (incorporated in 1683)² was shown more than a century and a half before Maynard's own beginning as a corporate entity. During the earliest years of the settlement, when it was variously known as "Pompasittacut," "The Northwest District," "The Second and Third Squadrons" (of Sudbury), and later as Assabet Village, there is evidence that some of its citizens acted in official capacities in the two older towns. One year, 1757, when Stow voted "to give to each quarter of the town its own schooling" there were three members of the school committee definitely known to be living in the Maynard area.³ Later, when Sudbury was divided into the "East and West Precincts," the town meetings were sometimes held in the Rice Tavern in the Maynard section.⁴ This participation does not appear to have been satisfactory, however; as early as 1707 the General Court received a petition signed by several residents "of the northwest section" asking to be set off as a separate precinct.⁵

Not until the years immediately preceding 1871, after the Assabet Village settlement had begun a growth more rapid than that of either Stow or Sudbury and its population had become greater than either, did the movement for separate existence reach the stage that Sudbury found it necessary to protest vigorously against secession at the General Court. Both Sudbury and Stow opposed the incorporation of Assabet Village as a separate town; Sudbury most actively because it stood to lose much of its territory and the Assabet Mills, the largest industrial venture in the vicinity.⁶ Despite the objections of both towns, however, the petition for separation was granted on April 19, 1871, and the town incorporated.⁷

The town government set up the first year is interesting in that nearly one-half of the present town officers and committees began that year, and that out of 19 offices filled in 1871, 17 are still operative.⁸ The town-meeting form of assembly was adopted and is still used. The officers elected were a moderator, three selectmen to serve for one year, three assessors, a tax collector, treasurer, town clerk, three constables, five surveyors of lumber, three highway surveyors, two field drivers, three fence viewers, a pound keeper, five fire wardens, and five fish Reeves. A school board of three members and a board of three road commissioners were elected; the members of both boards were elected one for 1 year, one for

1. Records of Mass. Bay, I, 238, 271.

2. Ibid., V, 408, 409.

3. Gutteridge, op. cit., p. 48.

4. Hudson, op. cit., p. 87.

5. Province Acts and Resolves, VIII, chs. 33, 34; XXI, chs. 3, 37.

6. Gutteridge, op. cit., pp. 31, 32 et seq.; see entries 211-213.

7. Acts, 1871, ch. 198, secs. 1-9.

8. Minutes of Town Meetings, vol. A, p. 9 et seq.; vol. F, p. 239, see entry 20.

2 years and one for 3 years, their successors to be elected for 3 years each.¹ During the year the selectmen appointed the constables as truant officers, a measurer of lumber, one liquor agent, two sealers of weights and measures, and eleven special police officers.² That year the selectmen secured a pound for animals; selected a burial ground; authorized the building of a lockup; secured a place for the holding of town meetings; appeared before the General Court to petition for a change in the town charter; and negotiated a settlement of corporate properties with the towns of Stow and Sudbury.³

Financing of government costs and upkeep during the first years was greatly aided through a loan of \$18,500 from A. Hemenway, made in gold and carrying a considerable cash currency premium.^{3a} During the first year Sudbury was paid the bulk of the sum involved in the settlement of town property; the year ended with the selectmen reporting their treasury less than \$1,000 overdrawn and a total indebtedness of \$28,000.⁴ Four years later this debt had been almost entirely repaid.⁵ The cost of operation of the town the first year was approximately \$11,000, exclusive of repayments on debts.⁶

A number of additional functions were undertaken by the town during the early corporate years, with new officers elected or appointed to fill some of them and existing officers assuming the duties of other offices. In 1872 the selectmen became the board of health and during that year recommended a new drainage system, later levying an assessment on property owners benefiting from it.⁷ The office of overseers of the poor was created this year and until 1886 the selectmen filled it.⁸ In addition to these duties, the selectmen were also the field drivers from 1878 to 1892⁹ and the fence viewers from 1876 to 1893.¹⁰ Some individual selectmen had still other duties; two of them were assessors in 1872 and the third was treasurer and tax collector.¹¹

The school system received some of the first improvements made in the town. A few small, inadequate schools had come to Maynard in the transfer of town property from Stow and Sudbury. The first year a two-room school-house was enlarged and improved¹² and the next year, 1872, the 'Old Brick School' was closed and sold.¹³ A new building was erected on Acton Street

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1. Minutes of Town Meetings, vol. A, pp. 9, 95, see entry 20.
 2. Ibid., vol. A, p. 9 et seq.
 3. Selectmen's Records, I, 3 et seq., see entry 1.
 - 3a. Town Reports, 1872, pp. 3-10, see entry 2.
 4. Ibid.
 5. Ibid., 1877, p. 8.
 6. Ibid., 1872, pp. 3-10; 1880, p. 9.
 7. Ibid., 1872, pp. 8-10.
 8. Minutes of Town Meetings, vol. A, pp. 52, 226, 302, see entry 20.
 9. Ibid., pp. 174, 273; vol. B, p. 32.
 10. Ibid., vol. A, pp. 130, 226, 302; vol. B, p. 63.
 11. Town Reports, 1872, pp. 3-10, see entry 2.
 12. Minutes of Town Meetings, vol. A, p. 15, see entry 20.
 13. Gutteridge, op. cit., p. 48.

for the high school in 1877,¹ and in 1881 another structure was put up on Sudbury Street.² A modern, 12-room, \$30,000 school building was opened on Nason Street in 1892.³ The school appropriation, which had been \$2,000 for the schools and \$2,000 for their care and upkeep in 1871,⁴ increased to \$10,500 by 1901;⁵ the value of school property was \$16,500 in 1891⁶ and double this amount ten years later.⁷ Even with these advances, however, the school committee reported in 1901 that Maynard had the highest pupil-load per teacher in the county and lowest expenditure-per-pupil, based on property valuation.⁸ While the number of pupils increased steadily from 1871 to 1901, the number of teachers had been 10 in 1871 and was only 13 in 1901.⁹ Supervision over the schools was placed in the hands of a superintendent who was also the principal of the high school in 1893;¹⁰ Maynard, Stow and Boxboro jointly employed a superintendent for the three towns in 1902.¹¹

The town acquired a public library in 1881, after an appropriation of \$1,000 had been made and a committee appointed to secure the institution.¹² The library opened one night a week at first, later two nights. A board of three library trustees was elected in 1882; beginning in 1889 one of the trustees was elected for 1 year, one for 2 years, and one for 3 years; since 1890 one trustee has been elected each year, to serve a 3-year term.¹³

One of the greatest improvements to the town was begun in 1886, when a committee was appointed to investigate a municipal water system.¹⁴ Application was made to the General Court for permission to construct a waterworks, and in 1888 this permission was granted. The water charter given by the legislature permitted the borrowing of \$75,000 for the construction of the system, and specified that a board of three water commissioners be elected.¹⁵ The commissioners were elected for 1, 2, and 3 years, respectively, their successors to serve 3 years each.¹⁶

The improvement and stabilization of the fire protection system followed the introduction of the waterworks. The volunteer fire force was increased in 1890 to include 5 fire engineers, 15 men in a hose company,

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1. Town Reports, 1878, pp. 7-9, see entry 2.
 2. Gutteridge, op. cit., pp. 51, 52.
 3. Ibid.
 4. Town Reports, 1872, pp. 3-10, see entry 2.
 5. Ibid., 1902, p. 5.
 6. Ibid., 1892, p. 31.
 7. Ibid., 1902, pp. 83, 84.
 8. Ibid., p. 69.
 9. Ibid.
 10. Ibid., 1894, p. 41.
 11. Ibid., 1903, p. 146.
 12. Minutes of Town Meetings, vol. A, p. 227, see entry 20.
 13. Ibid., pp. 242, 368; vol. B, p. 32.
 14. Ibid., vol. A, p. 328.
 15. Acts, 1888, ch. 407.
 16. Minutes of Town Meetings, vol. A, pp. 336, 440, see entry 20.

and 20 in the hook-and-ladder company.¹ A firehouse was secured and occupied in 1891.²

Prior to 1891 the paupers of the town had been cared for at the homes of citizens; tramps had been variously accommodated, often at the lockup. It was recommended in 1891 that a poorhouse be secured;³ a boarding-house was obtained and its operator made superintendent of the converted poorhouse.⁴ The first year it had eight regular tenants and cared for 671 tramps.⁵ A farm was planted with the help of the inmates and tramps and its products were used later to help defray the costs of operation.⁶ One year the income from the poor-farm was in excess of \$1,000.⁷ It was mandatory at some periods that each tramp cut a certain amount of wood, "twenty sticks into stove length," for his keep.⁸ The number of tramps became so great by 1898, however, that the lockup was again used to house them;⁹ the poorhouse itself was discontinued in 1919.¹⁰

The matter of roads and bridges had been an important one in Maynard long before the town was incorporated. Building bridges across the Assabet River had been one of the earliest undertakings; "Dr. Wood's Bridge," the first known to have been located in the Assabet Village section, had been built in 1715 and constituted an important link in "the new Lancaster Road" stage route of the period. It was situated one-eighth in Stow and seven-eighths in what is now Maynard.¹¹ A century later, in 1816, the "Ben Smith Bridge" had been built.¹² With the incorporation of the town considerable attention was paid to the need for more roads, bridges, and sidewalks. Both highway surveyors and road commissioners were set up at the first annual town meeting.¹³ An appropriation of \$1,000 was made for road repairs and upkeep that year;¹⁴ 20 years later this appropriation had doubled,¹⁵ and a decade later was \$8,000;¹⁶ in 1925 the highway department appropriation was the second highest made by the town.¹⁷

1. Selectmen's Records, I, p. 120, see entry 1; Town Reports, 1891, pp. 8, 12, see entry 2.

2. Ibid., 1892, p. 38.

3. Ibid., p. 52.

4. Ibid., pp. 33, 34.

5. Ibid.

6. Ibid., 1912, pp. 116-121.

7. Ibid.

8. Ibid., 1898, p. 30.

9. Ibid., 1899, p. 49.

10. Ibid., 1919, p. 25.

11. Gutteridge, op. cit., p. 22.

12. Ibid.

13. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

14. Town Reports, 1872, pp. 3-10, see entry 2.

15. Ibid., 1892, pp. 3-4.

16. Ibid., 1902, p. 5.

17. Ibid., 1925, pp. 90-95.

The selectmen appointed a superintendent of streets in 1890 and have made the appointment annually since.¹ A committee reported on the advisability of placing the former Main Street bridge on Sudbury Street in 1902² and in 1907 the matter of raising the level of Russell's Bridge was taken up at the annual town meeting.³ A survey was made in 1913 to determine the cost of a new bridge across the river⁴ and the following year a committee was appointed to supervise its construction.⁵

Up to 1902 the Maynard streets had been lit by kerosene lamps, tended some years by a "superintendent of street lamps" appointed by the selectmen.⁶ In 1902 the selectmen negotiated a contract with the American Woolen Company for the lighting of the streets by electricity; the concern was also empowered by the General Court to supply electric current for homes and businesses. The authority to make certain local regulations was granted to the selectmen.⁷ The lights burned only a part of the night at first, later all night.⁸ The contract remaining in force until 1931, when the Edison Company began the supply of current.⁹

Another great advance in town facilities came in 1901, after the legislature had passed an act to incorporate the Lowell, Acton, and Maynard Street Railway Company (in 1900)¹⁰ and the town had reached an agreement with the Concord, Hudson, and Maynard Railway Company to construct tracks through the town.¹¹

Action on the question of parks and playgrounds began in 1897. That year the warrant for the annual town meeting asked that consideration be given to an appropriation for the rent of a baseball field for use as a park.¹² In 1900 a committee of five was named to choose a place for a permanent park site and a sum of \$1,000 was set aside for the purpose.¹³ A location was secured and a superintendent was placed in charge. In 1908 the park became known as the John A. Crowe Park, in honor of one of its earliest superintendents and most staunch workers for its development.¹⁴ The superintendent of the park is still appointed annually by the selectmen.¹⁵

1. Minutes of Town Meetings, vol. A, p. 403; vol. C, p. 139; vol. F, p. 239, see entry 20.

2. Town Reports, 1903, p. 47, see entry 2.

3. Ibid., 1908, pp. 97, 98.

4. Town Reports, 1914, p. 94, see entry 2.

5. Ibid.

6. Selectmen's Records, I, 44, 73, 97, 152, see entry 1.

7. Acts, 1902, ch. 437.

8. Town Reports, 1911, p. 51, see entry 2.

9. Acts, 1931, ch. 77, p. 65.

10. Ibid., 1900, ch. 303.

11. Gutteridge, op. cit., p. 42.

12. Town Reports, 1898, p. 103, see entry 2.

13. Ibid., 1900, p. 33.

14. Ibid., 1909, p. 46.

15. Minutes of Town Meetings vol. F, p. 239, see entry 20; Selectmen Records, III, p. 283, see entry 1.

Since 1872, when the selectmen laid out a system of drainage, the town has given attention to its sewerage. Up to 1907, however, it was still necessary to appoint a committee to act with the board of health to recommend additional sewer construction.¹ Four more persons were appointed to a committee for the same purpose in 1914;² they delivered an extensive printed report estimating the cost of laying piping and building disposal facilities.³ Application to the General Court for permission to build the system was made and granted in 1916,⁴ but the work was not undertaken at that time. In 1925 a new committee submitted estimates based on changed costs,⁵ and a second act of the General Court in 1929 authorized the town to borrow \$150,000 and begin the work.⁶ A disposal plant was built on the Acton-Maynard town lines, piping was laid and a superintendent placed in charge.⁷ He was appointed by the sewer committee of three members, who were elected to serve one for one year, one for two years, and one for three years, their successors to serve three years each, as specified in the act.⁸

Up to the year 1891 Maynard's tax rates had been maintained at low levels despite mounting costs of operating the town government. That year the property tax was still only \$12.00 per \$1,000 of valuation;⁹ the increase during the next few decades, however, was so great that in 1925 the rate was \$31.00 per \$1,000;¹⁰ it was \$36.00 in 1938¹¹ and \$44.00 in 1939.¹² The net debt of the town also rose sharply during this period; once almost totally absent from the town's accounts, it was \$95,000 in 1925¹³ and in 1939 was \$162,000.¹⁴ Two factors have been present in later years which have a major bearing on the tax question, however; corporation and bank taxes, and the income tax. In 1871 there had been no income tax reported and the corporation tax was only \$1,200;¹⁵ in 1901 the amount of corporation tax was even less.¹⁶ But by 1925 the total of income and bank and corporation taxes was approximately \$60,000^{16a} and in 1938 the expectation from these sources was \$83,000.¹⁷

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1. Town Reports, 1872, p. 9; 1908, pp. 6, 59, 60, 160, see entry 2.
 2. Ibid., Dec. 1914, p. 94.
 3. Report of Special Committee on a System of Sewerage, pp. 3-32 passim.
 4. Special Acts, 1916, ch. 340.
 5. Ibid., 1925, p. 28.
 6. Acts, 1929, ch. 223.
 7. Town Reports, 1929, p. 67, see entry 2.
 8. Special Acts, 1916, ch. 340; Minutes of Town Meetings, vol. E, pp. 216, 265, 295; vol. F, p. 239, see entry 21.
 9. Town Reports, 1892, pp. 30, 31, see entry 2.
 10. Ibid., 1925, pp. 56-59.
 11. Ibid., 1938, p. 116.
 12. Ibid., 1939, p. 33.
 13. Ibid., 1925, pp. 56-61.
 14. Ibid., 1939, p. 76.
 15. Ibid., 1872, pp. 3-10.
 16. Ibid., 1902, p. 56.
 - 16a. Ibid., 1925, pp. 56-61.
 17. Ibid., 1938, p. 115.

Much of the reason for the increase in town operating costs is found in the number of new offices and functions created and in the expansion of some town departments. In the school system, for instance, the personnel had increased by 1911 to include three principals, a superintendent, a school physician, and 22 regular teachers, in addition to a number doing part-time or substitute work.¹ In 1939 there were 36 regular teachers, a superintendent who is also principal of the high school, an assistant superintendent and principal of the junior high school, 4 principals, 36 teachers and 8 special teachers teaching in 5 schools. Other employees of the school system are janitors, a bus driver, and an attendance officer.² Three new school buildings of modern type had been added.³ The annual appropriation for the public library, taken from town funds and from the dog tax, has become a considerable item of expense,⁴ as has work on the gypsy and brown-tailed moths.⁵ A chief of police, added to the force in 1902⁶ and a deputy-chief, employed since 1913,⁷ have been the notable increases in the police department. The fire department was given additional equipment and its hand-drawn apparatus replaced first by horses and later by motor trucks.⁸

The board of health is another town department which has greatly expanded its work in recent years. It conducts a diphtheria clinic,⁹ vaccination clinics for smallpox in some years,¹⁰ and twice a month conducts baby clinics.¹¹ With the assistance of the school nurse, who has been appointed by the school committee since 1920,¹² the board conducts a school dental clinic and since 1935 has operated an antirabies clinic for dogs, giving hundreds of protective inoculations annually.¹³ As in previous years the board maintains a rigid control over the town's milk; it makes monthly analyses of the supply.¹⁴ The board appointed an inspector of slaughtering in 1925¹⁵ and an inspector of plumbing in 1931.¹⁶

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1. Ibid., 1912, school committee report, p. 2 et seq.
 2. Town Reports, 1939, pp. 2-31, see entry 2.
 3. Ibid., 1907, p. 158 et seq.; 1916, p. 58 et seq.; Gutteridge, op. cit., p. 50.
 4. Town Reports, 1939, p. 44, see entry 2.
 5. Ibid.
 6. Ibid., 1903, p. 60.
 7. Ibid., 1914, p. 57.
 8. Ibid., 1913, p. 74.
 9. Ibid., 1939, pp. 25-27.
 10. Ibid.
 11. Ibid.
 12. Ibid., 1920, school committee report, pp. 3, 4.
 13. Ibid., 1935, p. 91; 1939, p. 26.
 14. Ibid., 1939, p. 26.
 15. Minutes of Town Meetings, vol. E, p. 8, see entry 20.
 16. Ibid., p. 265.

From one to two auditors were elected by the town after 1888 and until 1925,¹ when they were replaced by an accountant appointed by the selectmen at three-year intervals.² Three registrars of voters were elected in 1884 and thereafter;³ in 1889 the office of cemetery commissioners was created⁴ and a tree warden was elected for the first time in 1901.⁵ Both of the latter offices are still in existence.⁶ When the town erected a monument to the soldiers and sailors in 1925, three commissioners were elected for supervision over its upkeep.⁷ Other officers added to the town slate between 1901 and the present time were a superintendent of the Glenwood cemetery, appointed in 1935 by the cemetery commissioners;⁸ a public health nurse, appointed in 1923;⁹ and a finance committee of nine members, three appointed each year by the moderator.¹⁰

In 1913 the General Court enacted a measure that provided for the removal of the assessors for failure to function, and in 1918 this statute was applied to Maynard. That year the Middlesex County authorities appointed three persons to assume the duties of the assessors until a regular election could be held at the annual town meeting.¹¹ After this year, however, the system of election was held whereby one assessor was elected for one year, one for two years, and one for three years, one assessor to be elected for three years at each annual meeting thereafter. This system is still in use.¹²

The present operation of Maynard's town government is concentrated in the hands of 10 elected boards and committees, 17 other elected officers, and a number of officers appointed by the selectmen or the departments under which their work is conducted. The selectmen appoint one person each year to serve a three-year term on the board of registrars of voters;¹³ they appoint three fire engineers, an inspector of animals, a chief of police, park superintendent, superintendent of streets, a moth superintendent, a

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1. Ibid., vol. A, p. 336; vol. C, p. 1; vol. E, p. 8.
 2. Ibid., pp. 8, 265; vol. F, p. 239.
 3. Selectmen's Records, I, 44, 152; II, 321; III, 283, see entry 1.
 4. Town Reports, 1890, p. 25, see entry 2.
 5. Minutes of Town Meetings, vol. B, p. 320, see entry 20.
 6. Ibid., vol. F, p. 239.
 7. Ibid., vol. E, p. 44, see entry 20.
 8. Town Reports, 1935, p. 101, see entry 2.
 9. Ibid., 1923, p. 42; 1924, p. 12.
 10. Minutes of Town Meetings, vol. C, p. 455; vol. D, p. 256; vol. F, p. 239, see entry 20.
 11. Town Reports, 1918, p. 57, see entry 2.
 12. Ibid., 1939, p. 3; Minutes of Town Meetings, vol. F, p. 239, see entry 20.
 13. Town Reports, 1939, p. 3, see entry 2; Minutes of Town Meetings, vol. F, p. 239, see entry 20.

pound keeper, a dog officer, and a sealer of weights and measures.¹ The school committee appoints the superintendent, a school nurse, and a school physician.² The sewer and water departments each appoint a superintendent, who in some years has held both positions;³ the cemetery committee also appoints a superintendent.⁴ The board of health annually appoints an inspector of slaughtering, an inspector of plumbing, and a public health nurse.⁵ The latter appointment is made jointly with the Maynard Public Health Association.⁶

The other elected boards and committees in the present town government are the board of public welfare, the library trustees, the board of assessors and the trustees of the soldiers' memorial.⁷ All of these committees except one have three members each; the exception is the board of trustees of the soldiers' memorial, which has six members. On all except the latter board one member is elected each year to serve a three-year term.⁸ The chairmen of the boards of selectmen, water commissioners, welfare, and health, the sewer and cemetery commissioners, the finance committee, and one member of a citizens' committee jointly constitute the WPA committee, which supervises the spending of the town's WPA appropriations.⁹

Since 1915 the finances of the town have been controlled by a finance committee of nine members, three of whom are appointed each year by the moderator to serve a three-year term.¹⁰ Under the terms of the town's bylaws this committee approves or disapproves all requests for expenditures by town departments or officers.¹¹

The elected town officers who are not members of boards or committees are the town clerk, the treasurer, the tax collector, the tree warden, the moderator, the field drivers, the fence viewers, the measures of wood and

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1. Selectmen's Records, III, 283, see entry 1.
 2. Minutes of Town Meetings, vol. F, p. 239, see entry 20; Town Reports, 1939, school committee report, p. 2, see entry 2.
 3. Minutes of Town Meetings, vol. F, p. 239, see entry 20; Town Reports, 1939, pp. 77, 85, 86, see entry 2.
 4. Ibid., p. 80.
 5. Minutes of Town Meetings, vol. E, p. 181, see entry 20; Town Reports, 1923, p. 42; 1924, p. 12, see entry 2.
 6. Ibid., 1939, p. 29.
 7. Ibid., pp. 2, 3.
 8. Town Reports, 1939, pp. 2, 3, see entry 2.
 9. Ibid., 1938, p. 8.
 10. Minutes of Town Meetings, vol. D, p. 4; vol. F, p. 239, see entry 20; Town Reports, 1939, p. 3, see entry 2.
 11. Ibid., p. 54.

bark, and the constables.¹ The selectmen are the police commissioners.²

Maynard's annual town meetings are now held in its own Town Hall. First meetings were held in Riverside Hall and some of the other halls in the community, and the various offices were situated in different places. In 1932 an attempt was made to gather all of the offices under a common roof and the Roosevelt School was used for the purpose.³ Agitation for the purchase or construction of a town hall continued, and in 1934 a building was finally acquired.⁴ All of the officers except the treasurer and clerk moved into the building; WPA funds were obtained later for its modernization and beautification.⁵

Maynard is in the third congressional district, the third councillor district, the fifth Middlesex senatorial district, and the tenth Middlesex representative district. The latter district includes also the towns of Boxboro, Hudson, and Stow.⁶ Since 1939 it has been a part of welfare district no. 2 with headquarters at Worcester.⁷

Maynard - Special Committees

Mentioned in Annual Reports:

Year	Page	Number	Purpose
1891	12	3	to purchase fire apparatus
1891	43	5 Sel.	to secure plans, estimates for new schoolhouse
1891	63		to fix salaries of town officers
1891	53	3 (Sel.)	to purchase gravel bank ⁸
1892	52	6	to buy town farm ⁹
1894	80		to investigate cost of lockup ⁹
1894	52	3	to handle water sinking fund ¹⁰
1898	42	2 Sch. Com.	to install heating, ventilation, Nason St. School
1901	33	5	to consider ground for park
1903	24	3	to investigate location of new fire boxes
1903	26	5	to buy park ¹¹

1. Ibid., pp. 2, 3.
2. Ibid., p. 59.
3. Ibid., 1932, p. 4 et seq.
4. Ibid., 1935, p. 4.
5. Ibid.
6. General Court Manual, 1939-40, pp. 155, 170.
7. Town Reports, 1939, p. 35, see entry 2.
8. Selectmen given status of special committee.
9. In town meeting warrant only; no minutes in annual reports.
10. Special committee function given to water committee.
11. Previous park committee reappointed.

Special Committees

Year	Page	Number	Purpose
1903	46	4 Sel.	to report on better street lights
1903	47	5 Sch. Com.	to investigate site, cost, etc., of new school
1903	47	2 Sel.	to obtain cost of placing Main St. Bridge on Sudbury St.
1903	67	Sel. Bd. of H.	to investigate gravel bank and dump
1903	67	3	to look after interests of town in connection with Mary Green prop.
1904	40	9 Wat. Com.	to investigate water system improvements
1904	41	Sel. Fire Eng.	to study report of fire engineers
1904	41	5	to report on revising town bylaws
1904	48	5	to consider purchase of Pratt estate for water
1904	69	5 Sel. Sch. Com.	to see about school site offered by C. F. Monk
1905	38	3	to act on auditor's report
1905	50	5	to act as water improvement committee
1905	61	3	to investigate land offered for water system
1906	37	3	to report on changing Thompson Court to Thompson Ave.
1906	46	Sel. Assrs.	to sell plot of town land
1906	47	4 Sch. Com.	to see about more school space
1906	53,54	Same Com.	to buy school land and act regarding building
1908	97,98	5	to consider raising Russell's bridge
1908	106	5 Bd. of H.	to investigate additional sewerage
1909	47,48	5	to report on differences between school board and contractor on Bancroft Street school
1910	42	7	additional investigation in Bancroft school matter
1911	37	Sel. Assrs.	to survey town
1914	36	3	to investigate board of health report findings
1914	44	7	to report on site, plans and estimate for Town Hall
1914	44	7	to investigate need for more school space
1914	39-43	Sel. Bd. of H.	to consider whether town should accept "Tenement House Act", of 1912, ch. 635
1914	48	5	to learn cost of bridge over Assabet River
1914	77	7	"school house committee" to become school building committee
1914	65-68	5	to revise bylaws
1914	79	3 (sel.)	to consider accepting Chandler St.
1914	94	7	to supervise building of Florida Road Bridge
1914	94	4 Bd. of H.	to investigate sewerage
1915	99-108	4 Sel.	to look into repairing Sudbury St. bridge
1915	99-108	same	same committee made committee to build bridge
1916	97	5	to confer on land for soldiers' and sailors' memorial
1916	112	7	to construct and equip new school on Nason St.

Year	Page	Number	Purpose
1917	80	3	to select colors for town
1917	92, 93	5	to consider consolidation of certain offices
1918	54	5	to investigate cost and need of extending Brown St.
1919	64	Sel. Sch. Com.	to buy Annie T. Dougherty property for school
1920	60	5	to consider buying Amory Maynard property
1920	69	5 Sch. Com.	to report on establishing dining room for teachers
1921	48	21	to arrange and handle 50th anniversary of town
1921	58	3	to determine land damages in widening of Great Road
1922	53	5	to report on establishing town forest
1922	53	5	to recommend soldiers' and sailors' memorial
1923	71	3 Sch. Com.	to consider need for additional school facilities
1925	28	7	to act on question of additional sewers
1926	51	3	to study matter of planning board
1927	52	2 Cem. Com.	to act on additional land in graveyard
1928	33	Sel.	to increase sewer committee
1931	36	3	to report on site for all town offices
1932	58	12	to consider salaries, personnel, board of public works
1933	35	5	to discuss changes in street lighting
1934	68	5	to consider town improvements with ERA labor ¹
1934	68	6	to revise bylaws
1935	62	5	to make bylaws for planning board
1935	62	lib. trust.	to choose library site
1935	68	5	to investigate underground water system
1938	32	7	same as above

Records System

The most important town records of Maynard are complete from the date of incorporation of the town. An authoritative history of the town can be traced from the minutes of the town meetings and of the selectmen's meetings, both of which date from 1871. Additional information concerning the development of and services rendered by the town offices is readily accessible in the annual published reports.

Vital statistics, kept by the clerk, are complete, compact, and well indexed. The principal records of the treasurer, the assessors, and the accountant are also available from the beginning dates of such offices, as are the minutes of meetings of most administrative boards. A rearrangement of the records kept in the general vault would undoubtedly bring to light the few years missing from the treasurer's cashbook.

1. Committee comprised one member each of selectmen, water commissioners, board of public welfare, school committee, sewer committee.

HOUSING, CARE, AND ACCESSIBILITY OF RECORDS

Records kept in their respective departments are well kept and neatly arranged.

The offices are well heated, which prevents moisture and dampness from affecting the records. However, the present town office building is a fire hazard which would make it difficult to save most of the records if the building caught fire.

The town badly needs a new vault in which to keep records in years to come. The lighting of the present general vault is very poor, and the records are not readily accessible. The dampness of the vault has already had a deteriorating effect on many of the records stored there.

 Town Office Building, Main Street, Maynard

Depository	Selectmen	Welfare	Assessors	Bd. of Health
Location	Second floor	First floor	First floor	Second floor
Dimensions	17'x20'x9'	18'x16'x9'	18'x10'x9'	8'x13'x9'
Fire-Resistant	No	No	No	No
Shelving	Metal	Metal	Metal	Metal
Container	Metal	Metal	Metal	Metal
Accessibility	Good	Good	Good	Good
Arrangement	Good	Good	Good	Good
Future-Capacity	Some	Ample	None	None

 Town Office Building, Main Street, Maynard

Depository	Town Accountant	Water Sewer	Police Dept.	Tax Collector
Location	Second floor	First floor	First floor	First floor
Dimensions	14'x16'x9'	12'x16'x9'	17'x20'x9'	18'x15'x9'
Fire-Resistant	No	No	No	No
Shelving	Metal	Metal	Metal	Metal
Container	Metal	Metal	Metal	Metal
Accessibility	Good	Good	Good	Good
Arrangement	Good	Good	Good	Good
Future-Capacity	None	None	Ample	None

First entry p. 45

Housing, Care, and
Accessibility of Records

	Fire Station Nason Street	Rear of Fire Station Lockup Building	Maynard High School
Depository	Fire Dept.	Vault	School Committee & Supt. of School
Location	Second floor	Rear	First floor
Dimensions	18'x15'x8'	8'x13'x10'	17'x20'x9'
Fire-Resistant	No	No	No
Shelving	Metal	Metal	Metal
Container	Metal	Metal	Metal
Accessibility	Good	Very Poor	Good
Arrangement	Good	Fair	Good
Future-Capacity	Ample	None	None
Departments using for Storage of Records		Selectmen Town Clerk Police Water & Sewer Welfare Assessors Town Accountant Treasurer Tax Collector	

Sanderson's Stationary Store - 6 Nason St. Gutteridge Jewelry Store
Nason Street.

	Town Clerk	Treasurer
Location	First floor	First floor
Dimensions	16'x24'x10'	16'x24'x10'
Fire-Resistant	No	No
Shelving	Metal	Metal
Container	Metal	Metal
Accessibility	Fair	Fair
Arrangement	Good	Good
Future-Capacity	None	None
Department using for Storage of Records	Registrars of Voters	

Housing, Care, and
Accessibility of Records

First entry p. 45

Town officers keeping records in their homes at the time of inventory were the following:

Name	Address	Office Held	Records of
Harold Morgan	48 Concord Street	Secretary	Finance Committee
Alice Nagle	205 Main Street	Secretary	Trustees Sol. Mem.
William O'Brien	47 Great Road	Sealer of Wts.&Msr.	Sealer Wts. & Msr.
Robert Lester	29 Arthur Street	Secretary	Trustee Pub. Lib.
Roy Marsden	Office Glenwood Cemetery Parker Street	Secretary & Supt.	Cemetery Commissioner

Abbreviations, Symbols, and Explanatory Notes

Abbreviations and Foreign Terms

acct.	accountant	hdw.	handwritten
alph.	alphabetically	<u>ibid.</u>	in the same place
arr.	arranged, arrangement	Lib.	Library
assrs.	assessors	no(s).	number(s)
aver.	average	num.	numerically
bdl(s).	bundle(s)	off.	office
bldg.	building	<u>op. cit.</u>	in the work cited
ch.	chapter	p. pp.	page, pages
chron.	chronologically	<u>passim</u>	scattered throughout
cl.	clerk	ptd.	printed
coll.	collector	rm.	room
dept.	department	sec.	section
discont.	discontinued	secy.	secretary
ed.	editor	sel.	selectmen
env(s).	envelope(s)	st.	street
estab.	established	treas.	treasurer
<u>et. seq.</u>	and the following (pages)	va.	vault
fl.	floor	vol(s).	volume(s)

Symbols

x	by	denotes omission in
--	continues to date	quoted matter
†	foot	equivalent to
"	inches	

Explanatory Notes

Inventory Arrangement

The city and town offices are arranged in the order of their importance from a functional viewpoint, with related offices grouped together. Records within an office are classified by subject. Within each subject classification entries are listed in the order of their importance, and for records considered of equal importance, a chronological sequence is used.

Titles

Exact titles of records are written in solid capitals without parentheses. In the absence of titles, descriptive titles have been assigned, which are written in solid caps and enclosed in parentheses. If a record title is not descriptive of the contents of the record, an assigned explanatory title (or explanatory words), written with initial caps and enclosed in parentheses, has been added. The current or most recent title of a record is used as the entry title and title variation is indicated.

Dates

All dates used are inclusive. Missing records are indicated by broken dates.

Quantity

When two or more types of containers are considered in a single entry, the quantity is shown in chronological order, insofar as possible.

Labeling

Figures or letters in parentheses, following the number of volumes, file boxes, or other types of container, indicate the labeling. If no labeling is indicated, it may be assumed that there is none.

Cross References

Title-line cross references are used in artificial entries; i.e., those set up to cover records which are shown separately under their proper office even though they are kept in records appearing elsewhere in the inventory, as for example, the title-line cross reference in entry 21: "In Maynard Town Reports, entry 2."

Separate third-paragraph cross references from entry to entry, and See also references with subject headings or subheadings are used to show prior, subsequent, or closely related records which are not parts of the same series.

Condition of Records.

Records are in good condition unless otherwise indicated.

Indexing

All indexes to records, unless otherwise stated, are self-contained.

Dimensions

Dimensions are always given in inches, unless otherwise indicated, and, therefore, the symbol for inches ("") has been omitted.

Location

When all or the majority of the records of an office have a common location, the location is indicated in the last sentence of the office essay instead of in each individual entry.

PART B. TOWN OFFICES AND THEIR RECORDS

I. BOARD OF SELECTMEN¹

Three selectmen were elected at the first annual town meeting in 1871 to serve a 1-year term.² They were elected each year by ballot until 1890;³ in 1891 one was elected for 1 year, one for 2 years and one for 3 years.⁴ Their successors served 3-year terms thereafter until 1909.⁵ The town resumed the annual election of the three selectmen in 1910 and the system is still in use.⁶

From 1871 to 1893 the selectmen held a number of other offices. They served as the board of health until 1877,⁷ as overseers of the poor until 1886,⁸ as fence viewers from 1876 to 1893,⁹ and as field drivers from 1878 to 1892.¹⁰ Some other offices were held by individual selectmen during this period; in 1872 two of the selectmen were also assessors, one of whom surveyed a proposed drainage system;¹¹ and the third was treasurer and collector of taxes.¹² Selectmen levied an assessment for the drainage system in 1872 and appointed a school physician.¹³ In 1878 one of the selectmen was town clerk.¹⁴

From the establishment of the town the duties and powers of the selectmen have covered a wide range of judicial, appointive, financial, and legislative activities. In 1871 they were empowered to provide the town with a pound for animals, to buy a plot for a cemetery and sell burial lots in it, provide a place in which town meetings could be held, and to negotiate with the towns of Stow and Sudbury for the settlement of debts incurred in the separation of Maynard from the two communities. They also appeared before the General Court that year to petition for an amendment to the town charter.¹⁵ In 1872 they were given authority to sell a piece of schoolhouse property at auction;¹⁶ later they defended the town in a legal action, and they gave names to certain streets in the town.¹⁷

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., pp. 52, 153, 242, 316, 403.

4. Ibid., p. 440.

5. Ibid., vol. B, pp. 93, 236, 235.

6. Ibid., vol. C, p. 264; vol. D, p. 256; vol. E, p. 216; Town Reports, 1939, p. 40, see entry 2.

7. Minutes of Town Meetings, vol. A, pp. 52, 153, see entry 20.

8. Ibid., pp. 52, 153, 257, 302.

9. Ibid., pp. 130, 226, 302; vol. B, p. 32.

10. Ibid., vol. A, pp. 174, 273; vol. B, p. 32.

11. Town Reports, 1872, p. 8 et seq., see entry 2.

12. Ibid.

13. Ibid., p. 10.

14. Ibid., 1878, p. 5.

15. Minutes of Town Meetings, vol. A, pp. 16, 17, 29, 45, see entry 20.

16. Ibid., p. 60.

17. Ibid., p. 76.

Discretionary authority to decide what action the town should take in regard to tramps was given to the selectmen in 1875.¹ They were authorized to decide the questions of street lighting and night police in 1880.²

The selectmen served on three important committees during the town's early years. In 1877 they were made a committee to supervise the installation of a system of sewerage;³ in 1889 (and until 1891) they served as a cemetery committee,⁴ and they acted with two citizens in 1890 as a committee to erect a building for the fire department.⁵ In 1871 and 1872 the selectmen made reports on the state of the town's finances and indebtedness,⁶ and in 1887 they were authorized to make a revaluation of the property within the town limits.⁷

As the police commissioners the selectmen have annually appointed a number of regular and special police officers. There have been as few as 11 of these policemen and as many as 55.⁸ They appointed a chief of police in 1902 and a deputy-chief in 1913.⁹ They have had supervision over the town lockup since it was established.¹⁰

Since 1890 the selectmen have annually appointed a superintendent of streets.¹¹ They were authorized to secure a gravel bank for the town in 1891 and were voted the power to supervise highways, bridges, and sidewalks the same year.¹² They contracted with a local factory for lighting the streets electrically in 1902 and later were authorized by the General Court to cancel the contract.¹³ The overseers and the selectmen acted jointly in 1892 to purchase a poor-farm;¹⁴ they exercised their licensing powers the same year in issuing permits for whiskey to be sold in drug stores,¹⁵ and in 1900 they granted a franchise to a street railway company to lay its tracks through the town.¹⁶

Authority to set the wages of laborers on town projects was given to the selectmen in 1902,¹⁷ and the same year they were made part of a committee to secure a town dump.¹⁸ The board of health also served on this

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1. Minutes of Town Meetings, p. 117, see entry 20.
 2. Ibid., p. 215.
 3. Town Reports, 1877, p. 15, see entry 2.
 4. Ibid., 1889, p. 25; 1890, p. 24.
 5. Ibid., p. 11.
 6. Ibid., 1871, p. 3 et seq.; 1872, pp. 3-10.
 7. Ibid., 1887, p. 2.
 8. Selectmen's Records, I, 30; III, 248, see entry 1.
 9. Town Reports, 1902, p. 60; 1913, p. 37; see entry 2.
 10. Selectmen's Records, I, 38, 203; III, 198, see entry 1.
 11. Minutes of Town Meetings, vol. A, p. 403; vol. C, p. 139; vol. D, p. 455; vol. F, p. 239, see entry 20.
 12. Town Reports, 1891, pp. 5, 29; see entry 2.
 13. Acts, 1902, ch. 347, secs. 5, 6; 1931, ch. 77.
 14. Town Reports, 1892, p. 5, see entry 2.
 15. Ibid.
 16. Selectmen's Records, II, 38, see entry 1.
 17. Town Reports, 1903, pp. 40, 46, 71, see entry 2.
 18. Ibid., p. 71.

committee.¹ In 1904 they renumbered the houses in the town for tax assessment purposes;² in 1907 they were authorized to arrange for water in the cemetery;³ the matter of all-night street lighting was referred to the selectmen in 1910.⁴ When a local committee was set up in 1919 to welcome Maynard's returning servicemen, the selectmen were placed in charge of the expenditure of \$1,000 that had been set aside for a celebration.⁵ In 1926 they were given discretionary power over the matter of providing public band concerts.⁶

One of the comparatively few appointments the selectmen have made in the field of education came in 1919, when they named a director of demonstrations in agriculture and home economics.⁷ With the coming of the ERA, WPA, and other government programs, they became a part of the joint committees set up for the coordination and direction of projects.⁸

Other appointments made by the selectmen have been numerous. The first year they appointed the measurers of lumber, the sealer of weights and measures, and a liquor agent;⁹ they began the appointment of a sexton in 1872 and later a burial agent.¹⁰ A keeper of the lockup was appointed in 1882;¹¹ from 1883 to 1900 the selectmen appointed firemen, library trustees (for 4 years only), superintendents of street lamps, registrars of voters, inspectors of animals, field drivers, and pound keepers;¹² they named the trustees of the soldiers' memorial in 1925,¹³ an inspector of meats in 1914,¹⁴ fish and game wardens, and some other officers.¹⁵ The board of health appointed the inspector of slaughtering after that office was established, but the selectmen were given the power to fix the slaughtering fees.¹⁶

The bylaws of the town give the selectmen authority to license junk dealers, to issue all permits for breaking or digging streets, to set

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1. Ibid., see entry 2.
 2. Ibid., 1905, p. 97.
 3. Ibid., 1908, p. 106.
 4. Ibid., 1911, p. 51.
 5. Ibid., 1919, p. 20.
 6. Ibid., 1926, p. 50.
 7. Ibid., 1919, p. 56.
 8. Ibid., 1935, pp. 4, 5.
 9. Selectmen's Records, I, 3, see entry 1.
 10. Ibid., Minutes of Town Meetings, vol. B, p. 291, see entry 20.
 11. Selectmen's Records, I, 82, see entry 1.
 12. Ibid., pp. 44-203; II, 4-193.
 13. Ibid., p. 449.
 14. Ibid., p. 248.
 15. Ibid., p. 249, III, 113.
 16. Acts, 1924, ch. 496; sec. 2; Town Reports, 1921, p. 49, see entry

aside certain streets for play, to fill vacancies on the police department, and to appoint such special officers as they deem necessary. They approve the surety bonds of the treasurer and tax collector and prosecute all violations of the town bylaws except where otherwise specified.¹

Except where otherwise noted, all records are in the safe in the selectmen's office.

Minutes and Reports

1. RECORDS (Minutes of Meetings), 1871--. 3 vols.

Discussion and decisions on appointments, the issuance of licenses and permits, petitions, appropriations, soldiers' relief, and state aid, showing place, date of meeting, and signature of board secretary. Arr. by date of meeting. No index. Hdw. on ptd. form. Aver. 600 pp. $13\frac{1}{2}$ x 9 x $1\frac{1}{2}$. 1 vol., 1871-98, general va., Lockup Bldg.; 2 vols., 1898--, sel. off.

2. MAYNARD TOWN REPORTS, 1872. 9 vols. (1-9, dated). Contains reports of the various town officers and committees as described in entries 3, 21, 44, 48, 62, 70, 71, 81, 88, 89, 92, 96-102, 109, 110, 112, 114, 127, 131, 145, 146, 148, 149, 151, 156, 157, 159, 168-170, 172, 180-185, 188-192, 199, 201, 202.

Also contains:

i. Annual reports of:

- a. Commissioners and trustees of sinking fund, 1905-18: Amount, source of fund, income; amount, purpose of expenditure; totals. 1907-17 includes amount, type of asset and total amount thereof; 1913-18 includes amount, source of receipt and total amount thereof.
- b. ERA administrator, 1934-35: Statement of activities of administration; list of receipts and expenditures showing amount, source or purpose of receipt or expenditures; total receipts, expenditures; number of men and women registered, number in each classification; total number of persons registered, extracts from state laws governing relief.
- c. Medical inspector, 1908-13: Narrative report on duties and activities.
- d. Town director, 1927-31, 1933: Amount of appropriation for Middlesex County extension service, number of homes and farms visited where this type of service was requested.

1. Ibid., 1939, pp. 52-60.

[2]

MAYNARD TOWN REPORTS (Cont'd)

ii. Special committee reports on:

- a. Appropriations, 1913: Amount, purpose of recommended appropriation; total amount recommended.
- b. Bancroft Street schoolhouse, construction of, 1907-10: Statement of activities of committee; amount of appropriation, premium, interest, balance; amount, purpose of expenditure; total expenditures. 1907 includes amount of cash on hand.
- c. Buildings, 1891-94, 1904: For description, see m. 1892 includes statement of activities of committee.
- d. Drainage, 1895: Recommendations regarding means of abating nuisances caused by open ditch and running drain; decision to build drain and award contract to lowest bidder; list of receipts and expenditures showing amount and source or purpose of receipt or expenditure.
- e. Electric lighting, 1934, 1936: Statement of committee.
- f. Fire apparatus, purchase of, 1891: For description, see m.
- g. Florida Road Bridge, 1915: Amount, source or purpose of receipt or expenditure; amount of cost of construction work, balance.
- h. Grandstand in John A. Crowe Park, construction of, 1921, 1925: Statement of activities of committee; list of expenditures showing amount and purpose of expenditure, total expenditures. 1925 includes statement of progress of construction work.
- i. Gravel bank, purchase of, 1892: Narrative report on examinations of gravel banks; recommendation to purchase land owned by O. S. Fowler for gravel.
- j. Houses, numbering of, 1905: Name of street, total number of houses on street, number of houses numbered, list of expenditure showing amount of appropriation and balance, amount and purpose of expenditure.
- k. Ladder truck, 1912: Narrative report on inspections of trucks; decision to purchase truck similar to one used in Town of Waltham; amount of appropriation, expenditure for purchase of truck.
- l. New Main Street schoolhouse, construction of, 1902, 1906: Narrative report on unfitness of existing building for use as schoolhouse; recommendation to build new schoolhouse; statistical table showing name of municipality, average number of pupils in attendance, number of teachers, 1902; amount of appropriation and balance, amount and purpose of expenditure, 1906.
- m. New receiving well, construction of, 1896: Amount of appropriation, balance; amount, purpose of expenditure; total expenditures.
- n. New schoolhouse, construction of, 1891: Narrative report on plans and specifications, estimated costs; recommendations.

Board of Selectmen -
Minutes and Reports

MAYNARD TOWN REPORTS

ii. Special committee reports on: (Cont'd).

- o. Procurement of proper safes for town treasurer and selectmen, 1905: For description, see m. Also includes verification of accounts by auditors.
- p. Revised system of town accounts, 1905: For description, see m. Also includes narrative report on revision of accounts of various departments, the auditor having the responsibility of maintaining new system; acknowledgment of auditors.
- q. Roosevelt School building, construction of, 1920: Amount, source of receipts, total receipts and expenditures.
- r. School heating and ventilating, 1898-99: For description, see m.

iii. Trustees of Mary E. Green estate, receipts and expenditures of, 1908: Amount, source or purpose of receipt or expenditure.

Includes copy of bylaws, 1939. Arr. by subject. 1872-92, no index; 1893-- indexed alph. by subject. Ptd. 150 to 600 pp. 9 x 5 x $\frac{1}{2}$ to 9 x 5 x 3. State Lib., State House, Boston.

3. (ANNUAL REPORT OF SELECTMEN), 1872--. In Maynard Town Reports, entry 2.

Contains:

- i. Appropriations, list of, 1886-89: Amount, purpose of appropriation.
- ii. Assessments, record of, 1872-87: Amount, type of assessment.
- iii. Jurors, list of, 1922-38: Name, address, occupation of juror.
- iv. Military aid, record of, 1881-91: Name of recipient, amount of aid.
- v. Narrative report, 1903-6, 1926-27: Recommendations for roads and sidewalks, guide posts and street signs, quarters for contagious diseases, police protection, contracts for state highway, street lighting, 1903-6; statement of departmental activities, 1926-27.
- vi. Receipts and expenditures, list of: Receipts showing amount, source of receipt, 1872-1924; expenditures showing name of payee, amount and purpose of expenditure, 1872--. 1872-1925 includes recapitulation showing amount and purpose of expenditure, total receipts and expenditures; 1925 includes name of department debited or credited.
- vii. State aid, 1872-88, 1902-8, 1913: Name of recipient, amount of aid.
- viii. Support of poor, 1872-88: Name of recipient, amount of aid.
- ix. Town-meeting warrants, 1881-85, 1887-1903: Place, date, time of meeting; list of articles to be voted upon, instructions to constable, constable's return, date of warrant.

Licenses and Permits
(See also entry 1)

4. (APPLICATIONS FOR LIQUOR LICENSES), 1935--. 1 folder.

System estab. 1935.

Name of State, town, applicant; text, date of application; date application advertised, approval of selectmen and state alcoholic beverage commission. Also includes complaints and criticisms made by interested parties relative to licenses. Arr. chron. by date of application. No index. Hdw. and typed on ptd. form. $9\frac{1}{2}$ x $11\frac{3}{4}$ x $\frac{1}{2}$.

5. (Stubs of Liquor) LICENSES, 1935--. 3 stub books.

Stubs of special licenses to sell liquor on specified dates: Name, business address of licensee; purpose, number, date of expiration of license; opening, closing hours of establishment. Arr. chron. by date of expiration of license. No index. Hdw. on ptd. form. 98 pp. $5\frac{1}{2}$ x 14 x $\frac{1}{2}$.

6. APPLICATION FOR LICENSE - INFLAMABLES, 1936--. 1 folder.

Name, address of applicant; description, dimensions of land; number of buildings on land, use of land; number of tanks on land, above and under ground; total capacity of tanks, kind of fluid to be stored; date application approved or disapproved, date of hearing; signature of applicant, fire chief. On reverse is a description of property showing buildings; dimensions, locations of tanks. Arr. chron. by date of application. No index. Hdw. or typed on ptd. form. $11\frac{3}{4}$ x $9\frac{1}{2}$ x $\frac{1}{2}$.

7. (APPLICATIONS TO OPERATE BUS LINES), 1923. 1 env.

Name of licensee, amount of bond accepted in accordance with General Laws (edition of 1921) chapter 159; amount of liability in case of damages to property, injury to person; name, registration number, horsepower, rated capacity of bus; expiration date of license, signatures of selectmen. Includes regulations governing bus routes, stands and stops, speed limits, fare, licensing; snow removal, amendments. No arr. No index. Hdw. on typed form. 4 x $9\frac{1}{2}$ x $\frac{3}{4}$.

Financial Records
(See also entries 1, 3-vi)

8. (STUBS OF ORDERS DRAWN ON TREASURER), 1904-25. 42 vols.

System discont. 1925.

Name of town, payee; amount, purpose, number, date of order. Arr. chron. by date of order and orders numbered consecutively. No index. Hdw. on ptd. form. 250 pp. $6\frac{1}{4}$ x 10 x $1\frac{1}{2}$. General va., Lockup Bldg.

For original warrants to treasurer 1925--., see entry 80.

Board of Selectmen -
Financial Records

[9-14]

9. RECORD OF INVOICES, 1871-99 1904--. 7 vols. Title varies: Selectmen's Account, 1871-89, 1 vol.; Selectmen's Journal, 1904-25, 2 vols.; no title, 1936--, 3 vols.

Journal of orders drawn on town treasurer: Name of payee, amount of appropriation; amount, purpose, number, date of order; total amount of orders under each appropriation. Arr. chron. by date of order and there-under num. by order no. 1871-1925, 1935--, no index; 1925-35 indexed by name of dept. Hdw. on ptd. form 1871-1925; hdw. 1926--. 100 pp. to 450 pp. 13 x 9 x 1 to 18 x 13 x 3 $\frac{1}{2}$. 3 vols., 1871-1925, general va., Lockup Bldg.; 4 vols., 1925--, sel. off.

For original warrants to treasurer 1925--, see entry 80.

10. (APPROPRIATIONS), 1933--. 1 file drawer. System estab. 1933. Statements of appropriations submitted by town accountant: Name of town, department, special appropriation; amount, date of appropriation; amount of expenditure, balance, grand total of appropriation. Arr. chron. by date of appropriation. No index. Hdw. or typed on ptd. form. 27 x 14 x 11.

Soldiers' Relief and State Aid
(See also entries 1, 3-vii)

11. (SOLDIER'S RELIEF - GROCERY ORDER SLIPS), 1938--. 3 vols.
System estab. 1938.

Name of recipient, store; amount, number, date of order; signatures of selectmen. Arr. chron. by date of order and orders numbered consecutively. No index. Hdw. on ptd. form. 50 pp. 2 $\frac{3}{4}$ x 7 $\frac{3}{4}$ x $\frac{1}{2}$.

12. (Record of) STATE AID, 1936--. 3 vols.

Name, address of aid recipient; amount, itemization, date of payment; name of reference, order number, total amount of aid rendered. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 30 pp. 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ x $\frac{3}{4}$.

Plans

13. LAND RELEASED TO TOWN OF MAYNARD BY E. J. FLAHERTY, FORMERLY OF GOODROW, 1921. 1 plan.

Name of street; dimensions, location of land released. Draftsman, H. F. Tuttle. Publisher and place of publication unknown. Black-and-white. 1":20'. 6 x 15 $\frac{3}{4}$. General va., Lockup Bldg.

14. HILLSIDE STREET, MAYNARD, 1938. 1 plan.

Names of streets; dimensions, locations of hydrants, sections of streets laid out by town or county in 1904 and 1907; width of sidewalks; locations of street signs, stakes, house lots, trees, abutting property. Draftsman, publisher, and place of publication unknown. Blueprint. 1":40'. 17 x 39.

[15-19]

Board of Selectmen -
Plans

15. PLAN OF TWO LOTS OF LAND ON BROWN STREET, MAYNARD, MASS.,
May 15, 1923. 1 plan.

Names of abutting streets; dimensions, lot number of property; date deed to land recorded in county registry of deeds; book, page number of recording. Draftsman, C. W. Clapp. Publisher and place of publication unknown. Blueprint. 1":40'. 9 3/8 x 16 1/2. General va., Lockup Bldg.

16. PLAN AND PROFILE TO BE SUBMITTED WITH PETITION FOR STATE
HIGHWAY, undated. 1 plan.

Bearings, distances of base line, division and property lines; stations of profile to be same as base line; symbols for old location line, walls, face walls, fence line, traveled way, culverts. Draftsman unknown. Boston, Mass. Highway Commission. Blueprint. 1":40'. 17 1/2 x 13 1/2. General va., Lockup Bldg.

17. PLAN OF 3 LOTS OF LAND AT NORTH END OF BROWN STREET, MAYNARD,
MASS., May 15, 1923. 1 plan.

Dimensions, number of lot; names, dimensions of streets; names of abutters, dates deeds of lots recorded in county registry of deeds; book, page number of recording. Draftsman, C. W. Clapp. Publisher and place of publication unknown. Blue-and-black. 1":40'. 27 x 9 1/2.

18. PROPOSED (Pole) LOCATIONS N. E. T. & T. CO. (New England
Telephone and Telegraph Company), Nov. 14, 1913. 1 plan.

Names of streets, locations of proposed poles, symbol designating poles to be abandoned, proposed attachment to other utility company's poles, number of plan. Draftsman, publisher, place of publication unknown. Blueprint. No scale. 10 1/2 x 8. General va., Lockup Bldg.

Miscellaneous

19. (MISCELLANEOUS LEGAL PAPERS), 1898--. 1 bdl.

Contains:

- i. Bonds, 1917-31: Name of treasurer, collector, town clerk bonded; name of surety; amount, conditions, date of bond; execution clause, seal of surety; attestation, signature of surety official.
- ii. Contracts: Name of state, town; name, home and business addresses of bidder; name, address of surety; notice to contractors that plans may be obtained at selectmen's office; date, time of specifications; familiarity with laws, instructions for filing, responsibility for damage; description, inspection of materials; penalty for failure to complete work on time, release of claims, liability to contractor, date of agreement; signatures, seal of selectmen, signature of contractor, witness.
- iii. Copy of common writ, 1913: Commencement of civil action by common writ and summons of defendant to court: Name, address of plaintiff, defendant, plaintiff's attorney; nature, date of action; ad damnum; date, time of return; teste of justice, signature of clerk, seal of court. On reverse is officer's return: Date of return; place, date of service; itemization of process fees; signature, title, address of officer.

(MISCELLANEOUS LEGAL PAPERS) (Cont'd)

- iv. Deeds, 1912-23: Name of town; name, address of grantor; location, description, dimensions of land; signature, seal of grantor, notary public; date of deed.
- v. Extension of time for completing construction of street railway, 1903: Names of town and selectmen; date to which extension of time for completion mentioned in restrictions of franchise was granted; other conditions of franchise affirmed; date of extension, signatures of selectmen.
- vi. House bill 852, 1902: An act to authorize the American Woolen Company of New Jersey to erect and maintain poles and wires and furnish light and power in Maynard.
- vii. Lease of land, 1915: Name, address of lessor, lessee, witness; location, description, dimensions of property; conditions, date of lease; amount of payments; signatures, seal of selectmen.
- viii. Notices to contractors to submit sealed proposals for building sections of road, 1902: Date, time limit of proposal; date received, type of work to be done in accordance with laws; date of notice, contract; signatures of selectmen.
- ix. Petitions and orders, 1902, 1911-12, 1918:
 - a. Petitions of inhabitants of Maynard to relocate parts of certain streets: Name of town and streets, statutory reference, date of petition, signatures of petitioners.
 - b. Orders to sheriff or his deputy to notify interested parties of place and time of meeting where county commissioners will consider petition to relocate parts of certain streets: Manner, time of serving notice; order to sheriff to make return of his activities to county commissioners; signature of assistant clerk of commissioners, deputy sheriff.
- x. Petitions for location of poles, street railway tracks, 1899, 1901, 1910-11, 1919-20. Nature, date of petition; names of selectmen, signature of petitioner.
- xi. Release of claims and demands, 1907: Date of execution; signature, seal of party giving release; signature of witness.

No obvious arr. No index. Hdw., typed. 16 x 23 x 5. General va., Lockup Bldg.

II. TOWN CLERK¹

The office of town clerk has been filled annually by election in Maynard since the first town meeting in 1871.² When the General Court

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, pp. 9, 440; vol. C, p. 300; vol. F, p. 239, see entry 20.

made revisions in the voting laws in 1884, the clerk was made clerk of the board of registrars of voters. This function gave the clerk the duties of registering all voters, of notifying the registration board of all eligible voters who had died, and of certifying to the Secretary of the Commonwealth the number of registered voters in his town.¹ A subsequent act instructed the clerk to prepare ballots before elections, post lists of candidates for office, and instruct voters in election procedure.²

Under the bylaws of the town the clerk has charge of the town seal, is responsible for the recording of conveyances, plans, etc., in the registry of deeds, and records the proceedings of all town meetings. He provides the proper officials with statements of appropriations made at town meetings and notifies all boards, committees, and officers of votes affecting them that have been passed at town meetings.³ In addition to these duties, the clerk keeps a record of the births, deaths, and other vital statistics of the town.⁴

Except where otherwise noted, all records are in the safe in the town clerk's office.

Minutes and Reports

20. (MINUTES OF TOWN MEETINGS), 1871--. 6 vols. (A-F).

Reports of officers, committees; discussion and decisions on articles in town-meeting warrants; election of officers, jury list, copies of oaths of office, perambulation of town bounds; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 456 pp. 13 $\frac{1}{2}$ x 9 x 1 $\frac{3}{4}$.

21. (ANNUAL REPORT OF TOWN CLERK), 1885--. In Maynard Town Reports, entry 2.

Contains:

- i. Children between 5-15 years of age, number of, 1890-1906.
- ii. Enrolled militia, 1890-1917: Name of militiaman. 1890-93 includes total number of militiamen.
- iii. Licensed dog owners, list of: Name of licensee, number of dogs. 1891 includes amount, itemization of fees collected, total fees. For record of dog licenses 1934--, see entry 40.
- iv. Licenses recorded, list of; 1886-94, 1907, 1914: Name of licensee, type of license issued. 1890-91 includes amount of license fee, remittance to treasurer.
- v. Liquor licenses, 1897-1906: Types, number of licenses recorded.
- vi. Special police, list of, 1931: Name of officer, date sworn in office.

1. Acts, 1884, ch. 298, secs. 14-18.

2. Ibid., 1890, ch. 386, secs. 7-11.

3. Town Reports, 1939, p. 55, see entry 2.

4. Ibid.

(ANNUAL REPORT OF TOWN CLERK) (Cont'd)

vii. Vital statistics:

- a. Births: Name, date of birth of child. 1891-- includes percentage of native-born children, total number of births, summary; 1894-- includes birthplace, name of father, maiden name of mother of child; 1890, 1932, 1933 includes comparative statement of births for past decade.
- b. Deaths: Name, age, date of death of deceased person. 1891 includes total number of deaths; number of decedents born in Massachusetts, other states, foreign countries; summary; 1894-- includes cause of death; 1890, 1932, 1933 includes comparative statement of deaths for the past decade.
- c. Marriage intentions, 1894: Number of intentions registered in Maynard, Concord, other municipalities; total number of intentions.
- d. Marriages: Names, addresses of contracting parties; date of marriage. 1891-94 includes number of marriages of Maynard residents performed in other towns, number of contracting parties born in Massachusetts, other states, foreign countries; 1891-99 includes age of youngest, oldest bride, groom, summary of marriages; 1890, 1932, 1933 includes comparative statement of marriages in past decade.

Vital Statistics
(See also entry 21-vii)

22. (CARD INDEX TO BIRTHS, DEATHS, MARRIAGES), 1871-- . 16 file drawers.

Contains indexes to record of:

- i. Births, entry 23: Name, date of birth, sex of child; name of father, maiden name of mother; volume and page reference to record.
- ii. Deaths, entry 28: Name, age, sex, date of death of deceased person; name of father, maiden name of mother; volume and page reference to record.
- iii. Marriages, entry 26: Name of contracting parties; place, date of marriage; volume and page reference to record.

Arr. chron. by year and thereunder alph. by names of persons. No index.
Hdw. on ptd. form. $5\frac{1}{2}$ x $4\frac{1}{2}$ x 14.

23. (Record of) BIRTHS, 1871-- . 2 vols. (1, 2).

Name, sex, color of child; place, date, condition of birth; names, addresses, birthplaces of parents; occupation of father, name of informant, date of record. Arr. chron. by date of birth. For index, see entry 22-i.
Hdw. on ptd. form. 142 pp. $17\frac{3}{4}$ x 12 x $1\frac{1}{2}$.

For record of births kept by board of health, see entry 138.

[24-29]

24. BIRTHS (Returns and Certificates), 1901--. 19 bdls. in 1 carton, 8 vols.

Name, sex of child; place, date of birth; names, addresses of parents; name of attending physician, date of receipt of return. Arr. chron. by date of birth. No index. Hdw. on ptd. form. Carton 24 x 18 x 14; vols. 104 pp. 7 3/4 x 9 x 1 1/2. 1 carton, 1901-19, general va., Lockup Bldg.; 8 vols., 1920--, safe, cl. off.

25. RECORD OF INTENTION OF MARRIAGE, 1898--. 4 vols., 2 folders.

Names, addresses, ages, birthplaces, occupations of contracting parties; names of parents, date of filing, signature of clerk. Arr. chron. by date of filing. No index. Hdw. on ptd. form. 130 pp. 14 x 9 x 3/4. 2 vols., 1898-1910, general va., Lockup Bldg.; 2 vols., 2 folders, 1898--, safe, cl. off.

26. (Record of) MARRIAGES, 1871-1914. 2 vols. (1, 2). System discontinued. 1914.

Names, addresses, birthplaces, ages, color, occupations of contracting parties; names of parents; register number, date of marriage; name, address, title of officiating person; date of record. Arr. chron. by date of marriage. For index, see entry 22-iii. Hdw. on ptd. form. 144 pp. 17 3/4 x 12 x 1 1/2.

27. MARRIAGES (Returns and Certificates), 1901--. 19 bdls. in 1 carton, 5 vols.

Names, addresses of contracting parties; place, date of marriage; name of person officiating, signature of clerk. Arr. chron. by date of marriage. No index. Hdw. or typed on ptd. form. Carton 24 x 18 x 14; vols. 140 pp. 24 x 18 x 14. 1 carton, 1901-19, general va., Lockup Bldg.; 5 vols., 1920--, cl. off.

28. (Record of) DEATHS. 1871--. 1 vol. (1).

Name, address, birthplace, sex, color of deceased person; cause, registered number, date of death; names, birthplaces of parents; place of burial, date of record. Arr. chron. by date of death. For index, see entry 22-ii. Hdw. on ptd. form. 142 pp. 17 3/4 x 12 x 1 1/2.

For record of deaths kept by board of health, see entry 139.

29. DEATHS (Returns and Certificates), 1901--. 19 bdls. in 1 carton, 7 vols.

Name, address, age, sex, color, marital status of deceased person; cause, place, date of death; place, date of burial; name of undertaker, signature of physician. Arr. chron. by date of death. No index. Hdw. on ptd. form. Carton 24 x 18 x 14; vols. 140 pp. 7 3/4 x 9 x 1 1/2. 1 carton, 1901-19, general va., Lockup Bldg.; 7 vols., 1920--, safe, cl. off.

Mortgages and Petitions

30. MORTGAGE RECORDS, 1871--. 11 vols. (A-K).

Name of mortgagor, mortgagee; location, description of property; amount, conditions, date of mortgage; date, day, hour, minute of recording in county registry of deeds; date of discharge; signature of mortgagor, mortgagee, clerk. Arr. chron. by date of recording. No index. Hdw. 300 pp. $13\frac{1}{2}$ x 9 x $1\frac{3}{8}$. 3 vols., 1871-84, general va., Lockup Bldg.; 8 vols., 1885--., safe, cl. off.

31. (Petitions for) POLE LOCATIONS, 1912--. 3 vols. (1-3).

Petitions by telephone and electric companies: Name of street; nature, date of petition; signatures of petitioners, certification of clerk. Includes maps of streets and pole locations. Arr. chron. by date of petition. No index. Hdw. on ptd. form. 180 pp. 15 x 11 x $2\frac{1}{2}$.

Street Acceptance Records

32. RECORD OF STREET (Acceptances), 1838-1924. 1 vol. System discontinued. 1924.

Names of petitioners requesting acceptance of street; description, dimensions of street; date of acceptance, signatures of Sudbury selectmen and Maynard town clerk; attestation of Sudbury and Maynard town clerks; volume and page reference to Sudbury Town Records, date of petition. Arr. chron. by date of petition. Indexed alph. by name of st.; for separate index 1839-1924, see entry 33. Hdw. 200 pp. 14 x $8\frac{3}{4}$ x $3\frac{3}{4}$.

33. (INDEX TO RECORD OF STREET ACCEPTANCES), 1839-1924. 1 loose-leaf note book.

Name of street, clerk; vote of acceptance of street by town, number of article in town-meeting warrant, date of town meeting; volume and page reference to record. Arr. alph. by name of st. No index. Typed on ptd. form. 175 pp. $11\frac{3}{4}$ x $9\frac{3}{4}$ x 2.

Plans

34. PLAN OF GLENWOOD CEMETERY, MAYNARD, MASS., Nov. 1899. 1 plan.

Dimensions, numbers of lots. Draftsman, Albert E. Wood. Publisher and place of publication unknown. Black-and-white. 1":40'. $24\frac{1}{2}$ x $30\frac{3}{4}$. General va., Lockup Bldg.

35. BOSTON AND WESTERN ELECTRIC RAILROAD PLANS SHOWING PROPOSED LOCATION BETWEEN WALTHAM AND HARLBORO, Dec. 1907. 1 plan.

Name of municipalities, streets, property owners; location of Wayside Inn; location of Sudbury, Assabet River; location of Fitchburg, Old Colony, Massachusetts Central Railroad; location of Nabscot, Indian Hill; locations of catch basins, center line of double track. Draftsmen, Durkee, White, Towne. Publisher, John Bickford, place of publication unknown. Blueprint. 1":1 mile. 30 x $20\frac{1}{2}$. General va., Lockup Bldg.

36. (Plan of) BRIDGE OVER ASSABET RIVER IN MAYNARD, MASS., Apr. 15, 1914. 1 plan.

Dimensions, elevation of section on bridge line, bed of river, abutments; detail of posts road running full length of abutments, slope, set joint. Draftsman unknown. Boston, J. R. Worcester & Co. Blueprint. $\frac{1}{4}":1'$. $29\frac{1}{2} \times 40\frac{1}{2}$. General va., Lockup Bldg.

37. (Plans of) PROPOSED REINFORCED CONCRETE ARCH BRIDGE ON WALNUT STREET OVER ASSABET RIVER, July, 1922. 10 plans.

Dimensions, construction details of beams; details of bridge, elevations, sections, ice breaker, Assabet River, American Woolen Company mill; schedule of steel bars; notes as to foundations, cross sections, sidewalks, reenforced sections, due date of completion of bridge. Draftsman, A. W. Dean. Publisher and place of publication unknown. Blueprint. $1":4'$. $22 \times 49\frac{1}{2}$. General va., Lockup Bldg

Miscellaneous

38. MISC. FILINGS (Correspondence), 1925--. 1 vol.

Correspondence with residents and with town, city, state, and federal departments concerning departmental and general activities. Arr. chron. by date of correspondence. No index. Hdw. or typed. 100 pp. $12\frac{1}{2} \times 10 \times 3/4$.

39. (RECORD OF ASSIGNMENT OF WAGES), 1881-82. 1 vol. (a). System discont. 1882.

Name of town, county, assignor, clerk; date of recording; signature of assignor; signature, seal of clerk. Arr. chron. by date of recording. No index. Hdw. or ptd. form. 100 pp. $9 \frac{3}{4} \times 8 \frac{1}{8} \times \frac{1}{2}$. General va., Lockup Bldg.

40. (RECORD OF DOG LICENSES), 1934--. 3 vols. Prior records destroyed.

Name of dog owner; name, breed, sex, color of dog; amount of license fee; date of issue, expiration; signature of clerk. Arr. chron. by date of issue of license. No index. Hdw. on ptd. form. 274 pp. $6 \times 9\frac{1}{2} \times 3$.

For published list of licensed dog owners 1885--., see entry 21-iii.

41. (MILITARY RECORDS), 1917-18. 2 vols.

Record of men in service during World War: Name, address, education, occupation, military experience of veteran; place, date of birth; name of spouse (if married), date of marriage, names of parents; branch, date of service entered. Arr. alph. by name of veteran. No index. Hdw. on ptd. form. 500 pp. $11 \frac{3}{4} \times 9\frac{1}{2} \times 2$.

42. (LIST OF TOWN RESIDENTS), 1939--. 1 folder. System estab. 1939.

List compiled in accordance with General Laws (Tercentenary Edition), chapter 51, section 1: Name, present and last year's addresses, age, occupation, nationality of resident. Arr. alph. by name of resident. No index. Typed on ptd. form. $14\frac{1}{2} \times 11 \times 1\frac{1}{2}$.

III. REGISTRARS OF VOTERS¹

The office of registrars of voters first appears in the selectmen's records in 1884,² after the passage of an act by the General Court which ordered that the selectmen in each town should appoint three citizens and the town clerk to act as a board of registrars. The act specified that one member of the board should be elected for 1 year, one for 2 years, one for 3 years, and one each year thereafter to serve for 3 years. The town clerk was given the duty of acting as clerk of the registrars.³

The appointment of the board appears regularly from 1884 to the present,⁴ with two exceptions: 1897 and 1898, and 1909 and 1910, years in which no record of the appointment is found in the records of the selectmen or the town.⁵

The registrars are permitted to employ assistant registrars when they deem it necessary; under an act of 1938 police officers may be given certain duties of assistant registrars at the discretion of the board, with the approval of the selectmen.⁶

Except where otherwise noted, all records are in the safe in the town clerk's office.

43. (MINUTES OF MEETINGS), 1884-- . 3 vols. Prior records missing. Discussion and decisions on certification of nomination papers, revision of voting list, expenditures for elections and registrations; date of meeting. Includes list of new registrations: Name, address of voter; names of witnesses. Arr. chron. by date of meeting. No index. Hdw. 80 pp. $8\frac{1}{2}$ x $7\frac{1}{2}$ x $\frac{1}{2}$. 1 vol., 1884-1906, general va., Lockup Bldg.; 2 vols., 1907-- , safe, town cl. off.

44. (ANNUAL REPORT OF REGISTRARS OF VOTERS), 1934, 1936-38. In Maynard Town Reports, entry 2. Statement of departmental activities; number of men, women registered; number of names added to, removed from voting list. 1936 includes number of signatures presented, certified for February elections, April and September primaries.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Selectmen's Records, I, p. 44, see entry 1.

3. Acts, 1884, ch. 298, sec. 14.

4. Selectmen's Records, I, 44, 231; II, 132, 248, 449; III, 113, 283, see entry 1; Minutes of Town Meetings, vol. A, p. 403; vol. F, p. 239, see entry 20.

5. Selectmen's Records, I, 198 passim. see entry 1.

6. Acts, 1938, ch. 440, secs. 11, 12.

45. GENERAL REGISTER OF VOTERS, 1877--. 4 vols. (2 vols., 1877-1926, labeled by contained letters of alphabet; 2 vols., 1927--, unlabeled).

Name, address, age, birthplace, occupation of voter; minutes, date of registration; signature of voter, remarks. Arr. alph. by name of voter. No index. Hdw. on ptd. form. Aver. 85 pp. 17½ x 15 x 2.

46. (ANNUAL VOTING LIST), 1920--. 1 vol.

Name of town; name, address, party affiliation of voter. Arr. alph. by name of voter. No index. Ptd. 20 x 15 x 2.

IV. BOARD OF ASSESSORS¹

Three assessors were elected at the first town meeting to serve for 1 year.² There was little change in the number of assessors or the manner of their election until 1891; in 1872, however, two of the selectmen were assessors,³ and in 1877 one selectmen was assessor and town treasurer.⁴

In 1888 the warrant for the annual town meeting called for the election of three assessors, one to serve for 1 year, one to serve 2 years, and the third member of the board to serve for 3 years, succeeding members to serve 3-year terms.⁵ The records show this method of election in use after 1891.⁶ The assessors are still elected in this manner.⁷

In 1918, "because the assessors have failed to perform their duties" and also because two of them had resigned, the Middlesex County commissioners appointed three assessors under the provisions of a 1913 State law.⁸ This act provided that in the failure of the elected assessors to function properly, three other citizens of the county could assume the assessors' duties at the expense of the town, to serve until others were duly elected.⁹ The town utilized another provision of this act in 1922, when it appointed eight assistant assessors.¹⁰

Except where otherwise noted, all records are in the safe in the assessors' office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., pp. 130, 226, 440; Town Reports, 1872, p. 8, see entry 2.

4. Ibid., 1877, p. 5.

5. Ibid., 1888, p. 2.

6. Minutes of Town Meetings, vol. A, p. 440; vol. C, p. 300; vol. F, p. 239, see entry 20.

7. Ibid.

8. Town Reports, 1918, p. 57, see entry 2.

9. Acts, 1913, ch. 835, part 5, sec. 426.

10. Ibid., sec. 400.

Board of Assessors

Minutes and Reports

47. (MINUTES OF MEETINGS), 1932--. 1 vol.

Discussions and decisions relative to tax rates, abatements, adjustment of property valuation; proposal for tax changes, estimate of departmental budget, date of meeting. Arr. chron. by date of meeting. No index. Hdw. 250 pp. 14 $\frac{1}{2}$ x 10 x 2.

48. (ANNUAL REPORT OF ASSESSORS), 1891-1900, 1902--. In Maynard Town Reports, entry 2.

Number of resident, nonresident assessed property owners, other assessed persons; number of polls in family unit; valuation of real and personal property, buildings exclusive of land, land exclusive of buildings; number of assessed dwellings, acres of land, horses, swine, cows; amount of tax rate, assessment on polls; total amount of assessment. 1895-- includes decrease in valuation of personal property, increase in valuation of real property amount, types of taxes committed to collector. Also contains:

- i. Appropriations, amount of, 1899-1900.
- ii. Estimated receipts, list of, 1927--: Amount, source of receipt.
- iii. Exempted property, list of, 1899: Name of property owner, amount of exemption.
- iv. Town grants, 1891: Description, amount of grant.

Valuations and Assessments

(See also entries 3-ii, 47, 55)

49. VALUATION LIST FOR THE TOWN OF MAYNARD, 1871--. 70 vols. (dated).

Name, address of taxpayer; number of taxable polls, total tax on polls; value of stock-in-trade, machinery used in manufacture or in conduct of business; value, number, type of livestock; value of all ratable tangible personal property; aggregate amount of each person's ratable tangible personal property; total tax on tangible personal property; valuation, use of buildings and other real property exclusive of land; description of all real property owned by each person; number of acres in each lot of land; valuation, size of land; total valuation of each parcel of real property; total tax on real and personal property. Arr. alph. by name of taxpayer. No index. Hdw. on ptd. form. 125 pp. 19 x 16 x 1. 65 vols., 1871-1933, general va., Lockup Bldg.; 5 vols., 1934--, safe, assrs. off.

For poll-tax commitments 1924--, see entry 63; for property-tax receipts 1907--, see entry 67; for poll-tax receipts 1928--, see entry 68.

50. POLL TAX - VALUATION LIST, 1939. 1 vol.

Name, address of taxpayer; amount of tax, interest charges, fees, abatement; amount, date of payment; date of commitment. Arr. alph. by name of taxpayer. No index. Typed on ptd. form. 102 pp. 12 $\frac{1}{2}$ x 13 x 3/4.

[51-56]

Board of Assessors - Valuations and Assessments

51. (Record of) SEWER ASSESSMENTS, 1930--. 2 file drawers. Prior records destroyed.

Name, address, lot number of taxpayer; amount of assessment, interest due; plan number of lot; total assessments, remarks. Arr. alph. by name of taxpayer. No index. Hdw. on ptd. form. 16 x $6\frac{1}{2}$ x $8\frac{1}{2}$.

52. BETTERMENT ASSESSMENTS, 1930--. 1 vol. Prior records destroyed. Record of assessments on sewerage: Name, address, lot number of taxpayer; location of sewer; number of payments, amount of yearly payment; amount, date of beginning of interest; amount of balance, yearly payments, yearly total; date of assessment. Arr. chron. by date of assessment. No index. Typed on ptd. form. 200 pp. $11\frac{1}{2}$ x 18 x $6\frac{1}{4}$.

Abatements

(See also entries 47, 57, 58)

53. (REAL AND PERSONAL PROPERTY ABATEMENT CERTIFICATES), 1936--. 3 vols. Prior records destroyed.

Name, address of taxpayer; amount, date of assessment; amount, number, date of abatement; reason for abatement; amount due, signatures of assessors. Arr. num. by abatement no. No index. Hdw. on ptd. form. 100 pp. 11 x $8\frac{1}{2}$ x $\frac{1}{2}$.

54. (POLL TAX ABATEMENT CERTIFICATES), 1938--. 2 vols. Prior records destroyed.

For description, see entry 53. Arr. num. by abatement no. No index. Hdw. on ptd. form. 100 pp. $3\frac{1}{2}$ x $8\frac{1}{2}$ x $\frac{3}{4}$ and 100 pp. 11 x $8\frac{1}{2}$ x $\frac{1}{2}$.

Motor Vehicle Excise

55. MOTOR VEHICLE EXCISE (Assessments), 1929--. 11 vols. (dated).

Name, address of vehicle owner; name of principal of business, whether a corporation, partnership, voluntary association; make, type, model, year of manufacture, date of registration of vehicle; number of months assessed; amount of valuation, excise. Arr. alph. by name of vehicle owner. No index. Hdw. on ptd. form. 70 pp. $18\frac{1}{2}$ x $15\frac{1}{2}$ x $\frac{3}{4}$. 8 vols., 1929-36, general va., Lockup Bldg.; 3 vols., 1937--, safe, assrs. off.

For commitments 1930--, see entry 64; for receipts 1930--, see entry 65.

56. EXCISE, 1937--. 6 file drawers. Prior records destroyed.

Card records sent by state registry of motor vehicles to assessors for determining assessment of motor vehicles: Name, address of vehicle owner; make, model, year of manufacture, number of cylinders or rated capacity of vehicle; engine, maker's number; number, date of registration; name of insurance company. Arr. chron. by date of assessment and thereunder alph. by name of vehicle owner. No index. Typed on ptd. form. 16 x $4\frac{1}{2}$ x $5\frac{3}{4}$.

Board of Assessors - Motor Vehicle
Excise

[57-61]

57. (APPLICATIONS FOR MOTOR VEHICLE EXCISE ABATEMENT), 1936--.

2 vols. Prior records destroyed.

Name, address of present and former vehicle owners; make, type, model, year of manufacture of vehicle; number, date of registration; date of assessment statement, date of application; signature of applicant. Arr. chron. by date of application. No index. Hdw. on ptd. form. 75 pp. $5\frac{1}{2}$ x $8\frac{1}{2}$ x $3\frac{1}{4}$. 1 vol., 1936-38, closet; 1 vol., 1939--, safe; assrs. off.

58. (MOTOR VEHICLE EXCISE ABATEMENT CERTIFICATES), 1933--. 4 vols.

Prior records destroyed.

For description, see entry 53. Arr. num. by abatement no. No index. Hdw. on ptd. form. 100 pp. 11 x $8\frac{1}{2}$ x $\frac{1}{2}$.

Miscellaneous

59. (RECORD OF DEEDS), 1921--. 3 file drawers. Prior records destroyed.

Copy of transfer of property sent to assessors by county registry of deeds: Name, address of property owner; location, description of property; record, date of transfer; volume and page reference to record in county registry of deeds. Arr. alph. by name of property owner. No index. Hdw. $6\frac{1}{2}$ x $8\frac{1}{2}$ x 16.

60. (RECORD OF TRANSFERRED PROPERTY), 1921--. 2 file drawers.

Prior records destroyed.

Names of present and former owners, description of property; volume and page reference to record in county registry of deeds. Arr. alph. by name of property owner. No index. Typed. $4\frac{1}{2}$ x $5\frac{1}{2}$ x 16.

61. (List of) POLLS, 1933--. 2 file drawers. Prior records destroyed.

Name, address, age, occupation of taxpayer; year of list. Includes name of dog owner, sex of dog. Arr. alph. by name of taxpayer. No index. Typed. 16 x $6\frac{1}{2}$ x $8\frac{1}{2}$.

V. TAX COLLECTOR¹

The office of tax collector was established at the first town meeting,² and in most years until 1894 was filled by the treasurer.³ In 1872 one

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., p. 9 to B, p. 93, passim.

of the selectmen also acted as property tax collector, while another was placed in charge of the corporation tax for that year.¹ The offices of treasurer and tax collector was separated in 1895 and the collector was elected annually by ballot thereafter.² The bylaws of the town adopted in 1904 placed the collector under a surety bond of \$15,000, an amount subsequently raised to \$25,000.³ Because of the difficulty of tax assessment and collection among some sections of the Maynard population, the houses were ordered renumbered in 1904.⁴ Since 1905 the collector has received a new property valuation list each 5 years from the assessors, and an annual list of poll and property assessments.⁵ Present duties of the office include the collection of all poll, personal property, moth control, sewer, and other taxes, and the collector receives a salary of \$1,500 annually.⁶

Except where otherwise noted, all records are in the tax collector's office.

Reports

62. (ANNUAL REPORT OF TAX COLLECTOR), 1895--. In Maynard Town Reports, entry 2.

Amount of taxes assessed; amount, type, year of collected, uncollected tax; amount abated by treasurer, assessors. Intermittently includes statement of departmental activities; 1900-- includes amount of interest on taxes.

For combined report of collector and treasurer 1872-90, see entry 70.

Commitments

63. POLL TAX COM. (Commitments), 1924--. 17 vols. (dated). Prior records destroyed.

Name, address of taxpayer; number of polls; amount of tax, abatement, interest; total amount, date of payment; amount remaining unpaid. Arr. by name of taxpayer. Indexed alph. by name of taxpayer. Hdw. on ptd. form. 100 pp. $11\frac{1}{2}$ x $9\frac{1}{2}$ x $3/4$. 11 vols., 1924-33, general va., Lockup Bldg.; 6 vols., 1934--, safe, coll. off.

For assessments 1871--, see entry 49.

1. Town Reports, 1873, p. 8, see entry 2.
 2. Minutes of Town Meetings, vol. B, p. 136, see entry 20.
 3. Town Reports, 1939, p. 54, see entry 2.
 4. Ibid., 1905, p. 97.
 5. Ibid., 1939, p. 55.
 6. Ibid., 1938, pp. 87, 112, 114.

Motor Vehicle Excise

64. (MOTOR VEHICLE EXCISE COMMITMENTS), 1930--. 1 carton, 1 vol.

Prior records destroyed.

Commitments sent by assessors to collector for collection: Name of State, town; name, address of taxpayer; number of months assessed; amount of tax, interest, charges, fees, refund, abatement; amount, number, date of payment. Arr. alph. by name of taxpayer. No index. Hdw. or typed on ptd. form. 1 carton, 1930--, 17 x 14 x 9 $\frac{1}{2}$; 1 vol., 1930--, 250 pp. 17 x 14 x 1 $\frac{1}{2}$.

For assessments 1929--, see entry 55.

65. CASH (Receipts) - MOTOR VEHICLE EXCISE TAX, 1930--. 10 vols. (3 vols., 1930-32, dated; 7 vols., 1933--, unlabeled). Prior records destroyed.

Name of taxpayer; number, date of tax; amount of interest, costs; total tax, abatement; amount, date of payment. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 150 pp. 11 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 1 $\frac{1}{4}$. 4 vols., 1930-33, general va., Lockup Bldg.; 6 vols., 1934--, safe, coll. off.

For assessments 1929--, see entry 55.

Receipts

66. COLLECTOR'S CASH (Receipts), 1924--. 22 vols. (13 vols., 1924-30, unlabeled; 9 vols., 1931--, dated). Prior records missing.

Name of taxpayer; amount of poll, real and personal property taxes, moth and special assessments; total amount of tax, abatement, interest; total amount of receipt; amount, date of payment. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 150 pp. 11 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 1 $\frac{1}{4}$. 16 vols., 1924-33, general va., Lockup Bldg.; 6 vols., 1933--, coll. off.

67. TAX COL. (Collections), 1907--. 35 vols. (dated). Prior records destroyed. Title varies: Tax Collector's Book, 1907-9, 3 vols.

Name, address of taxpayer; amount, date of county, state, town, real and personal property, moth taxes; total amount, date of taxes, interest paid; total amount abated, remaining unpaid. Arr. by name of taxpayer. Indexed alph. by name of taxpayer. Hdw. on ptd. form. 125 pp. 18 $\frac{1}{4}$ x 11 $\frac{1}{2}$ x 1. 26 vols., 1907-32, general va., Lockup Bldg.; 9 vols., 1933--, safe, coll. off.

68. POLL TAX CASH (Receipts) 1928--. 15 vols. Prior records destroyed

Name of payer; amount, date of tax, abatement, interest; total amount received. Includes record of payment: Name of payee; amount, date of payment. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 75 pp. 11 $\frac{1}{2}$ x 9 $\frac{1}{2}$ x 3/4. 9 vols., 1928-33, general va., Lockup Bldg., 6 vols., 1934--, safe, coll. off.

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Tax Bills

69. (TAX WARRANTS), 1930--. 1 carton, 1 file drawer. Prior records destroyed.

Collector's warrant submitted to county or town process officers to distrain property or commit delinquent taxpayer to jail for nonpayment of motor vehicle excise, poll, or real and personal property taxes: Name of county, town; name, address of taxpayer; amount, type, date of assessment; instructions to distrain property or commit person to jail; date of warrant; signature, seal of collector. Reverse includes:

- i. Assessment and charges, itemization of: Name of Municipality; amount, type of tax; amount of demand warrant, fees and charges; amount of interest to date of warrant, payment; total tax, grand total.
- ii. Process officer's return of collection: Name of county, town, taxpayer; statement of having served warrant, reason for warrant; amount of charges, deduction, balance remitted to collector; date of return, signature, title of process officer.
- iii. Process officer's return of commitment of delinquent taxpayer to jail for nonpayment of taxes: Name of county, town; amount, type of tax; statement of having committed taxpayer to jail, no bond as provided by General Laws (Tercentenary Edition), chapter 60, section 34A; signature, title of process officer.

Arr. by type of warrant and thereunder chron. by date of warrant. No index. Hdw. on ptd. form. 1 carton, 1930--, 12 x 14 x 18; 1 file drawer, 1930--, 13 x 14 x 27.

VI. TREASURER^I

A treasurer was elected by ballot for one year at the first annual town meeting in 1871,² the method of election that has remained in use to the present time.³ The treasurer for the first two decades of the town's history was also the collector of taxes;⁴ the two offices were separated in 1894.⁵ One year, 1872, one of the selectmen was also the treasurer and tax collector.⁶

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., p. 440; vol. B, p. 402; vol. C, p. 300; vol. D, p. 351; vol. F, p. 239.

4. Ibid., vol. A, pp. 9, 225; vol. B, p. 63.

5. Ibid., p. 83.

6. Town Reports, 1872, p. 8, see entry 2.

In 1894 the treasurer was authorized to make loans in anticipation of tax collections.¹ The bylaws require the treasurer to post a bond of \$25,000 in acceptable securities, to be approved by the selectmen. It is stipulated that the treasurer must be required to give this bond after each election or reelection to the office.²

The treasurer receives fees, taxes, interest, and similar income from the tax collection and other departments, receives and invests money paid into the cemetery perpetual-care fund and performs the other usual duties of the office. He issues an annual statement of the financial condition of the town.³

Except where otherwise noted, all records are in the safe in the treasurer's office.

Reports

70. (ANNUAL REPORT OF TREASURER AND COLLECTOR), 1872-90. In Maynard Town Reports, entry 2.

Amount, source or purpose of receipt or expenditure; amount, year of abatement, unpaid taxes.

71. (ANNUAL REPORT OF TREASURER), 1891--. In Maynard Town Reports, entry 2.

Contains:

- i. Funds, list of:
 - a. Cemetery funds, 1931: Amount, source of receipt, interest; total receipts, interest.
 - b. Funds in treasurer's charge, 1892-1930: Name, amount of fund; total amount of funds.
- ii. Receipts and expenditures, list of: Amount, source or purpose of receipt or expenditure; total receipts, expenditures.
- iii. Taxes, list of, 1891-95: Amount, year of collected, uncollected, abated tax.
- iv. Town debt, 1911--: Amount, type of debt; total amount of debt.
- v. Town liabilities, amount of, 1891-96.
- vi. Water account, 1891-1924: Amount, source or purpose of receipt or expenditure.
- vii. Water sinking-fund account, 1905-9: Amount, source or purpose of receipt or expenditure; total receipts and expenditures.

1. Minutes of Town Meetings, vol. B, p. 32, see entry 21.
 2. Town Reports, 1939, p. 54, see entry 2.
 3. Ibid., p. 76.

[72-77]

Town Treasurer

Receipts and Expenditures
(See also entry 161)

72. CASH BOOK, 1871-1924, 1930--. 17 vols. (6 vols., 1871-1909, A-F; 4 vols., 1930--, 1-4; 7 vols., 1910-24, unlabeled).

Receipts from tax collections, sale and rental of town property: Name of payer; amount, source, date of income. Expenditures for department expenses, interest and principal payments on loans, insurance: Name of payee; amount, accounting, date of payment; order number. Arr. chron. by date of transactions. No index. Hdw. on ptd. form. 134 pp. $20\frac{1}{2}$ x $14\frac{1}{2}$ x $1\frac{1}{2}$. 13 vols., 1911-24, general va., Lockup Bldg.; 4 vols., 1930--, safe, treas. off.

73. RECEIPT BOOK, 1871-1904. 4 vols. (labeled by contained letters of alphabet).

Name of payee; amount, acknowledgment, date of payment. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 476 pp. $14\frac{1}{2}$ x $9\frac{1}{2}$ x 2. General va., Lockup Bldg.

Checks

74. (CHECK STUBS), 1901-1920, 1927--. 19 vols.

Name of payee; amount, number, date of check; amount brought forward. Arr. chron. by date of check. No index. Hdw. on ptd. form. 167 pp. $13\frac{1}{2}$ x $9\frac{1}{2}$ x 1. 16 vols., 1901-17, general va., Lockup Bldg.; 3 vols., 1918-20, 1927--, safe, treas. off.

75. (CANCELED CHECKS), 1930--. 16 file drawers. (1-6).

Prior records destroyed.

Name of bank; name, endorsement of payee; amount, number, date of check certification of payment. Arr. num. by check no. No index. Hdw. on ptd. form. 24 x 13 x $5\frac{1}{2}$.

Notes and Bonds

76. (Town) DEBT RECORD (Loans), 1922--. 1 vol.

Amount, purpose, source of authority, rate of interest, number, date of issue of loan; amount of principal, interest due. Arr. chron. by date of loan. No index. Hdw. on ptd. form. 150 pp. 18 x 13 x $1\frac{1}{2}$.

77. (STUBS OF PROMISSORY NOTES ISSUED IN ANTICIPATION OF TAXES), 1907-9. 1 vol. System discount. 1909.

Name of purchaser; amount, authority, number of bond; date of issue, maturity; place where bond payable, signature of official approving. Arr. chron. by date of issue of note and notes numbered consecutively. No index. Hdw. on ptd. form. 30 pp. $14\frac{1}{4}$ x $11\frac{1}{4}$ x $\frac{1}{4}$. General va., Lockup Bldg.

78. (STUBS OF BONDS ISSUED IN ANTICIPATION OF TAXES), 1920--.
15 vols. (1-15).

Names of purchasers; amount, name or purpose, source of authority, interest rate of bond; date of issue, maturity; amount, due date of principal and interest payment. Arr. chron. by date of issue. No index. Hdw. on ptd. form. 10 pp. 13 x 19 3/4 x 1/4.

Tax Title Records

79. TAX TITLE ACCOUNT, 1934--. 1 vol.

Accounting of property taken over for nonpayment of taxes: Name of taxpayer; location, description of property; amount, itemization, date of tax, interest, costs; date of foreclosure; date, day, hours, minutes of recording in county registry of deeds; date of redemption; volume, and page reference to property records in county registry of deeds. Arr. chron. by date of recording. No index. Hdw. on ptd. form. 9 pp. 12 3/4 x 10 x 1/2.

Warrants

80. (TREASURER'S WARRANTS), 1925--. 15 bdl's.

Authorization from selectmen to treasurer to make payment as indicated on warrant: Amount, number, date of warrant; number of voucher, sheet; amount, number of check; signatures of selectmen, accounting officers. Arr. chron. by date of warrant and warrants numbered consecutively. No index. Hdw. on ptd. form. 10 1/2 x 8 x 3 1/2. 4 bdl's., 1925-27, general va., Lockup Bldg.; 11 bdl's., 1928--., safe, treas, off.

For selectmen's stubs of orders 1904-25, see entry 8; for selectmen's record of orders 1871--., see entry 9; for stubs of orders drawn by overseers of the poor 1905-28, see entry 121.

VII. TOWN ACCOUNTANT¹

The inspecting and auditing of the town's accounts was first done by auditors elected annually at the town meetings since 1888. One was elected in that year, 1889, and another in 1890;² from 1891 to 1924 two were elected,³ and one in 1925, the year the office of auditor was abolished.⁴ On December 29th, 1924, after the town had petitioned the State Department of Corporations and Finance for the installation of an accounting system,

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, pp. 336, 368, 403, see entry 20.

3. Ibid., p. 440; vol. B, p. 320; vol. C, p. 300; vol. D, p. 310.

4. Ibid., vol. E, p. 8.

[81-82]

the selectmen were empowered to appoint an accountant. This appointment was made under the provisions of a General Court act of 1910, which specified that any town in a meeting called for the purpose might authorize the selectmen to appoint an accountant, who should possess all of the powers that had been given to the auditors in the Revised Laws and the Acts of 1904.¹ The act provided that the auditors might be abolished should the town so vote, which it did on March 9, 1925.² The accountant was appointed to serve a 3-year term; he is still appointed in this manner by the selectmen.³

Except where otherwise noted, all records are in the safe, in the town accountant's office.

Reports

81. (ANNUAL REPORT OF ACCOUNTANT), 1891--. In Maynard Town Reports, entry 2.

Contains:

- i. Appropriations, total amount of, 1925.
- ii. Balance sheet, 1925.
- iii. Narrative report of examination and verification of departmental accounts. 1904 includes statement of lack of record-keeping system by officers or departments; 1905 includes statement of satisfaction with new bookkeeping system.
- iv. Receipts and expenditures, list of, 1925: Amount, source or purpose of receipt or expenditure; total expenditures.
- v. Summary of appropriations, receipts and expenditures of accounts of all town officers and departments, 1927--: Amount of appropriation; amount, source or purpose of receipt or expenditure.

General Accounts

82. CASH (Book), 1925--. 3 vols.

Record of monies received from tax collections, sale and rental of town property: Name of payer; amount, source, date of income. Expenditures for department expenses, interest and principal payments on loans, insurance: Name of payee; amount, accounting, date of payment; order number. Arr. chron. by date of transaction. No index. Hdw. on ptd. form. 352 pp. 17 3/4 x 13 x 1 1/2.

1. Town Reports, 1924, p. 74, see entry 2; Acts, 1910, ch. 624, sec. 1; Revised Laws, ch. 25; Acts, 1904, ch. 322.

2. Ibid., 1910, ch. 624, sec. 1; Minutes of Town Meetings, vol. E, p. 8, see entry 20.

3. Town Reports, 1924, p. 74, see entry 2; Minutes of Town Meetings, vol. F, p. 116, see entry 20.

Town Accountant -
General Accounts

83. JOURNAL, 1925--. 3 vols. (1-3).

Original recording of departmental appropriation grants, adjusting and closing bookkeeping entries, transfer of appropriation credit between departments: Name of department or account; amount credited; amount, date of entry. Arr. chron. by date of entry. Indexed by name of dept. Hdw. 200 pp. $15\frac{1}{4}$ x $11\frac{1}{2}$ x $3/4$.

84. LEDGER, 1925--. 15 vols.

Summary of accounts as posted from Cash (Book), entry 82; Journal, entry 83: Name, number of account; amount, date of debit, credit posting; account balance. Arr. by name of account and chron. thereunder by date of entry. Indexed alph. by name of dept. 125 pp. $13\frac{1}{2}$ x $14\frac{1}{2}$ x $3/4$. 8 vols., 1925-32, general va., Lockup Bldg.; 7 vols., 1933--, safe, acct. off.

85. ACCOUNTING DEPARTMENT - CLASSIFICATION BOOK (of Receipts and Expenditures), 1925--. 15 vols.

Receipts: Name of payer; amount, source, date of income. Expenditures: Name of payee; amount, date, purpose of expenditure. Arr. by type of receipt or expenditure and chron. thereunder by date of entry. No index. Hdw. on ptd. form. 300 pp. $12\frac{1}{2}$ x 19 x $1\frac{1}{4}$. 8 vols., 1925-32, general va., Lockup Bldg.; 7 vols., 1933--, safe, acct. off.

86. (Record of) BILLS RECEIVABLE, 1930--. 1 vol. System estab. 1930.

Name of department; amount, itemization, date of bill; amount, date of payment. Arr. chron. by date of bill. Indexed alph. by name of dept. Hdw. on ptd. form. 150 pp. $14\frac{1}{2}$ x 13 x $1\frac{1}{2}$.

Tax Record

87. DEFERRED ASSESSMENT REVENUE, 1930--. 1 vol.

Record of deferred assessments: Name, address of taxpayer; amount, type, number, date, due date of assessment; total assessment; amount, manner, date of payment. Arr. chron. by date of assessment. Indexed by type of assessment. Hdw. on ptd. form. 200 pp. $14\frac{1}{2}$ x $17\frac{3}{4}$ x $1\frac{1}{2}$.

VIII. FINANCE COMMITTEE¹

While a finance committee was not formally set up in the town until 1915, its functions were variously carried out by the selectmen or by elected or appointed committees since 1871.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

One of the first references to town appropriations is found in 1883, when the selectmen, who since 1872 had been reporting on town expenditures and receipts, included a list of recommended "assessments" for various departments in their annual report.¹ They recommended these assessments through 1886;² the next year they mentioned them as "appropriations" and continued to do so for the next several years.³ In 1898 and again in 1901 the warrants for the annual town meetings called for the town to consider the appointment of a committee to consider appropriations; in these years, however, the selectmen still included the appropriations in their reports.⁴

A committee on appropriations, consisting of the selectmen and six citizens, was appointed in 1902; such an appointment appears in the reports until 1915, with the number varying slightly and in one year without the selectmen as members of the committee. The appointments were made from the floor of the annual meetings.⁵

A "finance and advisory committee" of eleven was appointed in 1913;⁶ in the warrant for the meeting of March 9th of the following year it was asked "if the town will petition for an audit of its accounts as provided in chapter 598 of the Acts of 1910."⁷ This motion was tabled;⁸ it was followed shortly afterward by the appointment of a committee to revise the bylaws of the town, and in the report of this committee a recommendation was made in the future the moderator be authorized to appoint a finance committee.⁹ The town clerk was notified on May 28th, 1915, that the moderator had appointed nine persons, three to serve for 1 year, three for 2 years, and three for 3-years, subsequent members of the committee to be appointed for 3 year terms.¹⁰ This method of filling the office has been followed to the present time.¹¹

Under the bylaws the finance committee is called into meeting each April by the moderator and at that meeting elects its own chairman and secretary. All town officers, departments, and boards submit statements of their budgetary needs to the finance committee each December; the

1. Minutes of Town Meetings, vol. A, p. 9 et seq., see entry 20; Town Reports, 1872, p. 3 et seq.; 1883, p. 5, see entry 2.

2. Ibid., 1886, pp. 4-7.

3. Ibid., 1887, p. 6; 1891, p. 3; 1898, p. 5.

4. Ibid., 1898, p. 103; 1900, p. 5; 1901, p. 110.

5. Ibid., 1902, p. 23; 1905, p. 38; 1908, p. 97; 1914, p. 36; 1915, p. 92.

6. Ibid., Feb. 1914, p. 93.

7. Ibid., Dec. 1914, p. 77.

8. Ibid., p. 79.

9. Ibid., p. 66.

10. Ibid., 1915, p. 114.

11. Minutes of Town Meetings, vol. D, p. 4; vol. E, p. 8; vol. F, p. 239, see entry 20.

committee considers these requests and publishes them, with its recommendations for their acceptance, modification, or rejection, before the next succeeding annual town meeting. The town accountant is required to file with the committee an annual statement of expenditures made by the several departments and when special town meetings involving the expenditure of money are sought, the request for the meeting must first be filed with the finance committee.¹

In addition to the following records, see entry 2-ii-a report of special committee on appropriations 1913.

88. (ANNUAL REPORT OF FINANCE COMMITTEE), 1915--. In Maynard Town Reports, entry 2.

Statement of activities of committee; amount, purpose of recommended appropriation.

89. (ANNUAL REPORT OF SPECIAL FINANCE COMMITTEE), 1931--. In Maynard Town Reports, entry 2.

Statement of activities of committee.

90. RECORD (Minutes of Finance Committee Meetings), 1915--. 2 vols. Discussion and decisions on articles in town-meeting warrant, legal matters, appropriations; annual recommendations to all town departments, appointment of special committees to investigate and report on amounts expended; date of meeting, signature of committee secretary. Arr. chron. by date of meeting. No index. Hdw. 150 pp. 12 x 8 x 1. Residence of Harold Morgan (secy.), 48 Concord St.

IX. SCHOOL COMMITTEE²

A school committee has been elected by ballot since the first annual town meeting in 1871.³ The number elected has usually been three; an exception was recorded in 1886, when three members were elected for the day schools and three members for the evening schools.⁴ In 1887 one member of the committee was elected for 1 year, one for 2 years, and one for 3 years;

1. Town Reports, 1939, pp. 53, 54, see entry 2.

2. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

3. Minutes of Town Meetings, vol. A, pp. 9, 288; vol. B, p. 291; vol. D, p. 256; vol. F, p. 239, see entry 20.

4. School Committee report, p. 12, in Town Reports, 1886, see entry 2.

since 1888 one member has been elected each year for a 3-year term.¹

One of the first powers granted to the committee was authorization² to supervise the spending of \$2,000 appropriated for school use in 1871.² In 1877 the committee, with five other persons, was instructed to submit plans for a new school building.³ In 1886 it published a set of uniform laws governing school attendance⁴ and in 1891 introduced a standard course of study for the schools.⁵ The committee named the principal acting superintendent in 1893⁶ and acted jointly with the towns of Stow and Boxboro in the appointment of a superintendent in 1902;⁷ the same year it was empowered to "make recommendations for a new brick school building."⁸ In 1904 the committee ordered a census taken of the children in the town.⁹

Since 1906 the committee has regularly appointed a school physician,¹⁰ and a school nurse since 1920.¹¹ In 1920 the committee functioned with a committee of five citizens to recommend a dining-room for the teachers;¹² in 1923, with three persons to determine what additional school facilities the town needed;¹³ and in 1934 one member acted as part of a committee to consider general town improvements.¹⁴ Since 1935 the committee has been part of the Work Projects Administration committee.¹⁵

Direct supervision over school affairs is maintained by the committee through the superintendent, whose reports are made to the committee annually.¹⁶ The committee is one of the major town boards serving without pay.¹⁷

Except where otherwise noted, all records are in the superintendent's office. In addition to the following records, see entry 2-b, l, n, q for reports of committees on construction of schoolhouses 1891, 1902, 1906-10, 1920.

1. Minutes of Town Meetings, vol. A, p. 15 to vol. F, p. 239 passim, see entry 20.

2. Town Reports, 1872, pp. 3-10, see entry 2.

3. Ibid., 1872, vol. A, p. 154, see entry 2.

4. Ibid., 1887, pp. 38-46.

5. Ibid., 1892, p. 24.

6. Ibid., 1894, p. 41.

7. Ibid., 1903, p. 146.

8. Minutes of Town Meetings, vol. B, p. 368, see entry 20.

9. Town Reports, 1905, p. 157, see entry 2.

10. Ibid., 1907, p. 150.

11. Ibid., 1920, school committee report, pp. 3, 4.

12. Ibid., pp. 60, 61.

13. Ibid., 1923, p. 71.

14. Ibid., 1934, p. 68.

15. Ibid., 1935, p. 112; 1936, p. 9.

16. Ibid., 1938, school committee report, p. 7.

17. Ibid., pp. 31, 32.

[93-95]

School Committee

93. (COPIES OF ANNUAL REPORTS OF EXPENDITURES SUBMITTED TO STATE BOARD OF EDUCATION), 1916--. 1 file drawer. Prior records destroyed.

Name of payee; amount, purpose, date of expenditure; order number. Arr. chron. by date of report. No index. Hdw. on ptd. form. 11 x 14 x 27.

94. CONTINUOUS PUPIL RECORD CARD, 1908--. 20 file drawers. Prior records destroyed.

Name, present and prior address of pupil; date of birth; name of school, grade last attended; date of graduation, discharge, vaccination; name, address, birthplace, occupation of parent or guardian. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 11 x 14 x 27.

95. PAYROLL (and General Expense) BOOK, 1915--. 4 folders.

Name of payee; amount, purpose, date of expenditure; voucher number, date of payment. Arr. chron. by date of payment. No index. Typed on ptd. form. 14 $\frac{1}{2}$ x 10 $\frac{1}{2}$ x 1.

X. SUPERINTENDENT OF SCHOOLS¹

Previous to 1892 Maynard had no superintendent of schools. Supervision was handled directly by the school committee through the various school principals. In the annual report for the year ending March 1, 1893, a separate report for the superintendent of the schools is given for the first time; the superintendent was not a separate officer, however; his report was signed "acting superintendent."² The principal of the high school was the "superintending principal" and "acting superintendent" in 1894,³ and the following year he signed himself "principal and acting superintendent."⁴

Two legislative acts were passed by the General Court in connection with superintendents of schools during the period in which the Maynard principal served as superintendent. One of these was enacted in 1888, permitting towns with total property valuations of less than \$2,500,000 to unite for the employment of a superintendent,⁵ and the other was a 1900 act which made it compulsory for all towns in the commonwealth to employ a superintendent.⁶ Maynard accordingly became a part of a union with Stow and Boxboro in 1902;⁷ the report of the superintendent appointed by the joint school committees of this union was made for the first time in 1903.⁸

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1893, p. 115, see entry 2.

3. Ibid., 1894, p. 41.

4. Ibid., 1895, p. 144.

5. Acts, 1888, ch. 431, secs. 1-5.

6. Ibid., 1900, ch. 248, secs. 1, 2.

7. Town Reports, 1903, p. 146, see entry 2.

8. Ibid., p. 163.

91. (MINUTES OF MEETINGS), 1883--. 4 vols.

Discussion and decision on appointment of teachers, truant officers, janitors; annual budget, health program, school building construction and repairs, special classes, approval of bills; date of meeting Arr chron by date of meeting. No index Hdw. 1883-1925; typed 1926-- 250 pp 11½ x 9 x 1½

92. (ANNUAL REPORT OF SCHOOL COMMITTEE), 1881--. In Maynard Town Reports, entry 2.

Narrative report on departmental activities, construction and maintenance of school buildings, attendance and scholarship. 1887 includes introduction of new courses into curriculum, public school rules and regulations; 1888-92, includes expiration date of term of committee members, 1892 includes average membership in each school; 1893-94 includes high school exercises, condition of schools; 1894 includes rules and regulation governing admission to public schools; 1902-4 includes name of teachers; 1903, 1906 includes excerpts from education laws, statistical tables on enrollment and attendance; 1928-- includes list of department employees showing name, address, telephone number of employee. Also contains:

- i. Annual reports of:
 - a. Dean of girls 1927-29: Statement of girls' regular and extracurricular activities.
 - b. Principal and acting superintendent, 1896: Statement of departmental activities, curriculum; attendance statistics for fall and spring terms, scholastic record of honor pupils.
 - c. Principal of Bancroft Street School, 1929-31: Statement of activities, progress of work, recommendations.
 - d. Principal of commercial department, 1913-29: Statement activities, progress and achievements of pupils
 - e. Principal of domestic science department, 1913: Statement of activities and progress.
 - f. Principal of Main Street school, 1928-31: Statement of activities and progress.
 - g. Principal of Roosevelt school, 1928-31: Statement of activities and progress.
 - h. Supervisor of Americanization, 1921: Statement of activities, progress of work.
- ii. Appropriations, amount of.
- iii. Attendance and enrollment: Number of pupils enrolled in elementary grades, high school; total enrollment; average daily attendance, enrollment; length of elementary grades and high school sessions and totals thereof; number of male; female pupils; number of supervisors in elementary grades, high school.
- iv. Expenditures, list of: Amount, purpose of expenditure; total expenditures.
- v. Financial statistics, 1918-21: Valuation, population of town; valuation of town per pupil in average membership; tax rate per \$1000 of valuation; total expenditures for school purposes, per pupil in average membership.

The principal of the high school was again the superintendent of schools from 1932 to 1939, although the two offices were recorded as distinct.¹ He was also secretary to the school committee.² In addition to supervising the buildings and personnel of the town's schools, the superintendent provides partial direction of a National Youth Administration program, adult education, and a number of school health activities. He receives regular reports from the principals, the art, elementary, music, and physical education supervisors, and the attendance officer. He has an assistant and one secretary.³

Except where otherwise noted, all records are in the superintendent's office.

96. (ANNUAL REPORT OF SUPERINTENDENT OF SCHOOLS), 1895, 1898, 1901-31, 1934, 1936--. In Maynard Town Reports, entry 2.

Contains:

- i. Attendance honor roll, 1915-19: Name of school; name, grade number of pupil.
- ii. Curriculum record, 1898-99: Curriculum for each grade of high school (1898), each school grade (1899).
- iii. Honor pupils, scholarship record of.
- iv. Narrative report on departmental school activities.
- v. School census, 1906-7.
- vi. Sight and hearing tests, 1908-9, 1913-14: Number of pupils enrolled, having defective sight or hearing; number of parents notified.
- vii. Statistical report, 1910-13: Name of school; name, educational background of teacher; enrollment in each grade, total enrollment; average membership, attendance; number of pupils tardy, not tardy; number of pupils absent, not absent; number of visits, date of report.
- viii. Teachers, list of, 1915-18: Name, educational background, annual salary of teacher; number of weeks worked.

97. (ANNUAL REPORT OF SUPERINTENDENT AND PRINCIPAL), 1897. In Maynard Town Reports, entry 2.

Number of pupils classified by age group, average age of pupils, evening-school statistics.

98. (ANNUAL REPORT OF HIGH SCHOOL PRINCIPAL), 1903-21, 1927-31, 1933--. In Maynard Town Reports, entry 2.

Recommendations regarding public schools. 1904 includes curriculum chart in high school and ninth grade; 1916-17 includes enrollment statistics; 1917 includes number of pupils under 14 years of age.

1. Town Reports, 1932, p. 5, see entry 2.

2. Ibid., 1935, school committee report, p. 4; 1938, p. 7, 1939, p. 2, see entry 2.

3. Ibid., 1939, school committee report, p. 2.

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99. (ANNUAL REPORT OF SUPERVISOR OF MUSIC), 1904-10, 1912-21, 1935, 1937--. In Maynard Town Reports, entry 2.
Statement of progress of work, curriculum. 1908 includes curriculum for each grade.
100. (ANNUAL REPORT OF SUPERVISOR OF ART), 1905-21, 1927-31, 1935.
In Maynard Town Reports, entry 2.
Statement of departmental activities, establishment of drawing classes, curriculum for each grade.
101. (ANNUAL REPORT OF JUNIOR HIGH SCHOOL PRINCIPAL), 1927--. In Maynard Town Report, entry 2.
Statement of progress of work, extracurricular activities. 1929 includes name of teacher; grade, subject taught; number of pupils each day in each subject, names of textbooks used.
102. (ANNUAL REPORT OF SUPERVISOR OF PHYSICAL EDUCATION), 1928-30, 1933-35, 1937--. In Maynard Town Reports, entry 2.
Statement of progress of work, plans for future activities.
103. RECORD OF EXPENDITURES, 1916--. 5 vols.
Classification ledger of expenditures: Amount, purpose, date of expenditure; total. Arr. chron. by date of expenditure. No index. Hdw. on ptd. form. 200 pp. 24 x 14 x 3. Safe.
104. DUPLICATE BILLS, 1916--. 4 file drawers.
Copies of bills sent to school committee for approval: Name of creditor, account, amount, itemization, date of bill. Arr. chron. by date of bill. Indexed alph. by name of creditor. Hdw. or typed on ptd. form. $11\frac{1}{2}$ x $13\frac{1}{2}$ x $24\frac{1}{2}$.
105. MASSACHUSETTS SCHOOL REGISTER, 1908--. 4 file drawers (dated).
Record of enrollment and attendance for each classroom: Name of school, grade number of class; name, address, birthdate, age, date of enrollment, attendance record of each pupil; name of parent or guardian; number of male and female pupils classified by age, grade; total enrollment, attendance data; name, educational background, experience, length of service, signature of teacher; record of visitors, inclusive dates of school term. Arr. chron. by date of school session. No index. Hdw. on ptd. form. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 24.
106. (DUPLICATE REPORT CARDS), 1931--. 9 file drawers (dated).
Copies of report cards given to pupils: Name, grade of pupil; ratings in conduct and subjects studied; date of report. Arr. by grade, thereunder by date of report, and thereunder alph. by name of pupil. No index. Hdw. on ptd. form. 6 x $13\frac{1}{2}$ x $24\frac{1}{2}$.
107. TEACHER'S APPLICATION, 1926--. 1 file drawer.
Name, permanent and temporary addresses, telephone number, age, height, weight, present salary, present grade, educational background of applicant; nature, length of teaching experience; names, replies of references; date

of application. Reverse contains record of major studies and extra-curricular accomplishments. Arr. chron. by date of application. No index. Hdw. or typed on ptd. form. $11\frac{1}{2}$ x $13\frac{1}{2}$ x 24.

108. (CORRESPONDENCE), 1935--. 2 file drawers. General administrative correspondence with state and municipal departments, colleges, schools, business firms, publishers, parents, applicants. Arr. alph. by name of correspondent. No index. Hdw., typed, ptd. $11\frac{1}{2}$ x $13\frac{1}{2}$ x $24\frac{1}{2}$.

XI. SCHOOL NURSE¹

Periodical examinations, vaccinations, and similar attentions to the school children are recorded in Maynard as early as 1872, when they were provided by the physician appointed by the town for the purpose.² Later they were undertaken by a school physician, appointed by the school committee in 1906.³

In 1920 the school committee acted to provide a nurse to supplement the work of the doctors who had cared for school children's health in the past. That year it recommended the employment of a school nurse, one-half her expenses to be charged to the school system budget and the remaining half to be paid by the board of health.⁴ A year later the General Court took the same action, with the additional provision that those towns coming under provisions of its act might, if they desired, combine with other towns in the employment of the nurse.

The school nurse makes periodical visits to the homes of children, gives physical examinations and first-aid treatments, and assists in the conduct of a number of dental, diphtheria, and other clinics.⁶

109. (ANNUAL REPORT OF SCHOOL NURSE), 1921, 1927--. In Maynard Town Reports, entry 2.

Number of home and classroom visits, children weighed and measured, health lectures given, cases of pediculosis found, children barred from attending classes because of contagious diseases; statement of general health of children, planned future activities. 1927 includes statement of departmental activities, number of contagious diseases classified by

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1873, p. 10, see entry 2.

3. Ibid., 1907, p. 150.

4. Ibid., 1920, school committee report, pp. 3, 4.

5. Acts, 1921, ch. 357, sec. 1.

6. Town Reports, 1939, school committee report, p. 26, see entry 2.

type of disease; number of children of school, and those of preschool age in need of dental care; number of valvular heart disease, malnutrition cases; 1931 includes account of health supervision showing types, number of cases found by examiner, number treated since last examination; notices sent to parents.

XII. SCHOOL PHYSICIAN¹

At the town meeting in 1872 it was ordered that a physician make an examination of the children in the schools and vaccinate them.² From that year until 1893, however, specific mention of a school physician does not appear in the annual reports; from one to two doctors served as members of the board of health during some of these years, however, and vaccinations and other treatments are included in their reports.³

In 1906 the General Court enacted a measure providing that the school committee in every city and town in the Commonwealth should appoint one or more school physicians to be responsible for the examination of the children at least once each year. It further required that examinations of the sight and hearing of the children be made, and that the school physicians should make such investigations of buildings and personnel of the schools as they deemed necessary.⁴

In accordance with this act Maynard appointed a school physician that year.⁵ The office has been filled to the present time.⁶

No records were found for this office.

XIII. ATTENDANCE OFFICER¹

At the first town meeting in 1871 the duties of truant officer were given to the constables.⁷ Two truant officers appear in the reports for 1876; they were still the constables, but extra pay was provided for their truancy duties.⁸ One of the selectmen served as truant officer, with additional pay, in 1882,⁹ and two officers are shown in the reports again for 1883.¹⁰

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1872, p. 10, see entry 2.

3. Ibid., 1873, p. 10.

4. Acts, 1906, ch. 502, sec. 1-5.

5. Town Reports, 1906, p. 150, see entry 2.

6. Ibid., 1939, school committee report, p. 2.

7. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

8. Town Reports, 1877, p. 6. see entry 2.

9. Ibid., 1883, p. 7.

10. Ibid., 1884, p. 7.

The expenses of the truant officer appear in the budget of the school committee in 1887, when two are mentioned.¹ Three officers are listed for 1889,² and in 1893 the position is combined into "janitor and truant officer."³ One of the members of the police department served during 1903.⁴ The office first appears as "attendance officer" in the school committee's report for 1916;⁵ it is so designated to the present time. The officer is appointed by the school committee.⁶

For record of appointment of attendance officer 1883--., see entry 91; for record of truant cases reported to police 1906-14, see entry 198.

110. (ANNUAL REPORT OF ATTENDANCE OFFICER) 1930-31. In Maynard Town Reports, entry 2.

Statement of departmental activities, number of truancy cases reported, disposition of cases.

XIV. TRUSTEES OF THE PUBLIC LIBRARY⁷

The warrant for the annual town meeting in 1881 called for consideration to be given to the question of establishing a public library,⁸ and a committee of five was appointed later to take action on the matter.⁹ That year a library was opened,¹⁰ and in 1882 three persons were elected to serve as library trustees.¹¹ A similar election was held in 1883,¹² but for 4 years thereafter the selectmen appointed the trustees.¹³ In 1888 three trustees were again appointed to serve for 1 year,¹⁴ and the next year three were elected, one for 1 year, one for 2 years, and one for 3 years.¹⁵ Their successors have served 3-year terms ever since.¹⁶

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1. Town Reports, 1888, p. 31, see entry 2.
 2. Ibid., 1890, p. 43.
 3. Ibid., 1894, p. 37.
 4. Ibid., p. 140.
 5. Ibid., 1916, school committee report, p. 3.
 6. Ibid., 1935, school committee report, p. 2.
 7. For the statutory origin and development of this office, see Town and City Government in Massachusetts.
 8. Town Reports, 1880, p. 2, see entry 2.
 9. Minutes of Town Meetings, vol. A, p. 227, see entry 20.
 10. Town Reports, 1881, p. 8, see entry 2.
 11. Minutes of Town Meetings, vol. A, p. 242, see entry 20.
 12. Ibid., p. 257.
 13. Ibid., pp. 273, 288, 302, 316.
 14. Ibid., p. 336.
 15. Ibid., p. 368.
 16. Ibid., vol. B, p. 32; vol. C, p. 51; vol. D, p. 219; vol. E, p. 181; vol. F, p. 239.

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111. (MINUTES OF TRUSTEES' MEETINGS - RECORD OF EXPENDITURES),
1914--. 2 vols.

Discussions and decisions on personnel, accessions, library rules; date of meeting. Includes expenditures for salaries, books, magazines, binding, supplies, rent, light, insurance: Name of payee, amount of payment. Arr. chron. by date of meeting or expenditure. No index. Hdw., typed. 200 pp. 14 x 10 x 2. Residence of Robert Lester (secy.).

112. (ANNUAL REPORT OF TRUSTEES OF PUBLIC LIBRARY), 1885--. In
Maynard Town Reports, entry 2.

Statement of departmental activities, circulation statistics; amount of appropriation, receipts; amount, purpose of expenditure; number of books in library, issued. 1888-- includes number of books lost, added; total number of all items of reading matter in library; 1908-10, 1915 includes accounting of Mrs. Mary E. Green legacy; 1912 includes list of magazines and newspapers in library; 1916-17 includes salaries of employees. Also contains annual report of librarian, 1921-36: Number of books in library, purchased, acquired as gifts, discarded, stolen; number of books, magazines bound; total number of books in library, volume of circulation. amount received from fines; number of subscribers in good, fair, poor standing. 1926-29 includes list of books purchased: Name of book, author; number of books purchased.

XV. BOARD OF PUBLIC WELFARE¹

During the first years of its corporate existence Maynard's selectmen were its board of overseers of the poor. The two offices were combined until 1886; a separate board of overseers appears in 1888 for the first time in the town records.² The board was an elected one of three members elected for one year; after 1891, however, one member was elected for 1 year, one for 2 years and one for 3 years, their successors being elected one each year for a 3-year term.³ This method of election is still used.⁴

Following a recommendation that the town purchase a poorhouse and farm, the overseers acted jointly with the selectmen to arrange the purchase in 1891.⁵ The farm was operated, usually profitably, under the direction of the overseers until 1919, when the decreasing number of inmates caused its

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, pp. 52, 113, 196, 257, 302, 336, see entry 20.

3. Ibid., vol. A, p. 440.

4. Ibid., vol. F, p. 239.

5. Town Reports, 1891, pp. 33, 34, see entry 2.

discontinuance.¹ During its operation the farm produced foodstuffs for the consumption of its inmates, wood for the Maynard schools and public buildings, and in at least 1 year the selectmen offered to provide for the town roads gravel dug by the poorhouse inmates.²

In 1927, after the town had accepted the provisions of an act of the General Court, the overseers became known as the board of public welfare.³ At the present time the board has supervision over general welfare, aid to dependent children, widows, transients, and similar cases, and more recently the distribution of some Federal surplus commodities. In late years it has assisted in the operation of a WPA sewing project and a canning project which has supplied canned goods to aid recipients in Maynard and nearby towns.⁴

When reorganizational moves were undertaken by the State Department of Public Welfare in 1939 Maynard was made a part of District 2, with administrative offices in Worcester. All local welfare matters are now transacted through the Worcester office.⁵

Except where otherwise noted, all records are in the general vault, Lockup Building. In addition to the following records, see entry 3-viii for selectmen's report on aid to poor 1872-88.

Minutes and Reports

113. RECORDS (Minutes of Meetings), 1893-1902. 1 vol. Discussion and decisions regarding applications for aid, reimbursements from State and other towns, estimated expenditures for ensuing year, approval of bills from hospitals; date of meeting, signature of board secretary. Arr. chron. by date of meeting. No index. Hdw. 250 pp. $8\frac{1}{4}$ x 7 x $3\frac{1}{4}$.

114. (ANNUAL REPORT OF BOARD OF PUBLIC WELFARE), 1889--. In Maynard Town Reports, entry 2.

Contains:

- i. Almshouse, list of inmates of, 1892-97: Name of inmate, period of stay at almshouse; number of tramps lodged.
- ii. Appropriations: Amount of appropriation, balance.

1. Ibid., 1919, p. 19.

2. Ibid., 1895, p. 36.

3. Ibid., 1927, p. 2; Acts, 1927, ch. 165.

4. Town Reports, 1938, pp. 118-120; 1939, pp. 8, 9, 10, 35, 36, see entry 2.

5. Ibid., 1939, p. 35.

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Board of Public Welfare
Minutes and Reports

(ANNUAL REPORT OF BOARD OF PUBLIC WELFARE, Cont'd)

- iii. Distribution of commodities, 1938: Type, amount of food or other commodity distributed.
- iv. Receipts and expenditures: Amount, source of receipt, 1892--; amount and purpose of expenditure, recapitulation of accounts, 1889--.
- v. Support of poor: Amount, type of aid rendered.

General Cases

115. (Application for Dependent Aid) ACTIVE AND INACTIVE (Cases), 1925--. 5 file drawers.

Name, address, age, birthplace, occupation, sex, prior marital status of applicant, spouse; marital status, settlement history of applicant; number of rooms occupied, amount of rent paid by applicant; cause, place, date of death of spouse (if deceased); jail or institutional record of spouse; names, sex, places and dates of birth, scholastic and employment records of children; names, addresses, places and dates of parents of applicant, spouse; names, addresses, ages, occupations, wage of brothers, sisters of applicant; date of entrance of applicant, spouse, parents to state, town; description, location, assessed value, date of purchase of real estate of applicant, family; amount of equity, mortgage on property; amount, place, straw-owner of cash or securities owned by applicant or family; amount of insurance, weekly payments of applicant; name of insurance company, beneficiary amount, date of insurance payments or other claims, received at death of spouse; record of last employment, installment purchases by applicant; estimated weekly income of applicant's family; number, date of application; name of official referring applicant to interviewer, name of interviewer; affidavit, signature of applicant, witness. Arr. chron. by date of application and thereunder alph. by name of applicant. No index. Hdw. on ptd. form. 11 x 13 x 22. Public welfare off.

116. PAUPER REGISTER, 1879-81. 1 vol. System estab. 1879, disc. 1881.

Record of travelers lodged, persons sent to state almshouse: Name, age, sex, physical description, registered number of pauper; date of aid, remarks. Arr. chron. by date of aid. No index. Hdw. on ptd. form. 150 pp. 16 x 10 $\frac{1}{2}$ x 3/4.

117. REGISTER OF PERSONS AIDED, 1891-1914, 1919-36. 4 vols.

Title varies: Pauper Register, 1891-1914, 1918-33, 3 vols. Name, address, age, color, sex, employability, place of support, mental condition, temperance habits, registration number of pauper; place, date of birth; citizenship, settlement status; date of admission, previous support: Amount, place, date of aid; amount charged to state. Arr. by date of aid. No index. Hdw. on ptd. form. 60 pp. 15 $\frac{1}{2}$ x 10 $\frac{1}{2}$ x $\frac{1}{2}$. 2 vols., 1891-1914, general va.; 2 vols., 1918-36, safe, public welfare off.

118. POOR DEPARTMENT (Record of Aid Rendered), 1905-21. 1 bdl. Name, present and prior addresses, age, birthplace, sex, color, place of settlement, occupation, wages of aid recipient; type, date ownership of property, life insurance; record of prior aid rendered; age at, date of death; name, address, age, place and date of birth, occupation of spouse; names, addresses, places and dates of birth, occupations, places and dates of death of children. No obvious arr. No index. Hdw. on ptd. form. $11\frac{1}{2} \times 4 \times 9$.

Financial Records
(See also entry 114-iv)

119. (Record of) CASH (Payments), 1889-1905. 3 vols. System discount. 1905. Name of payee; amount, purpose, date of payment; amount of balance brought forward. Arr. chron. by date of payment. No index. Hdw. 150 pp. $10\frac{1}{2} \times 8\frac{1}{2} \times 1$.

120. PURCHASE REGISTER, 1904--. 30 vols. (17 vols., 1904-25, unlabeled; 13 vols., 1926--, dated). Prior records missing. Title varies: Ledger, 1904-18, 9 vols.; no title, 1919-24, 1932--, 14 vols. Name, address of creditor; amount, purpose, date of purchase; total amount of purchases. Arr. chron. by date of purchase. Indexed alph. by name of aid recipient. Hdw. on ptd. form. Aver. 150 pp. $10 \times 15 \times \frac{1}{2}$. 22 vols., 1904-31, general va.; 8 vols., 1932--, safe, public welfare off.

121. (STUBS OF ORDERS), 1905-28. 12 vols. System discount. 1928. Stubs of orders drawn on town treasurer for payment: Name of department, payee; amount, number, date of order. Arr. chron. by date of order. No index. Hdw. on ptd. form. $150 \text{ pp. } 7\frac{1}{2} \times 11\frac{1}{2} \times 1\frac{1}{2}$.

Town Farm Records

122. REGISTER OF PERSONS SUPPORTED AT THE MAYNARD ALMSHOUSE, 1902-20. 1 vol. System discount. in 1920. Name, age, sex, place of settlement, ability to work, amount of earnings, physical or mental peculiarities, registered number of inmate; place, date of birth; date of admission; cause, date of discharge. Arr. chron. by date of admission. No index. Hdw. on ptd. form. 80 pp. $16 \times 10\frac{1}{2} \times \frac{3}{4}$.

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Aid to Dependent Children

123. (AID TO DEPENDENT CHILDREN), 1931--. 1 vol.

Name, address, registration number of child; amount, nature, date of aid. Arr. chron. by date of aid. No index. Hdw., typed. 100 pp. $10\frac{1}{2}$ x 12 x $\frac{3}{4}$. Safe, public welfare off.

Old Age Assistance

124. APPLICATION AND FIRST INTERVIEW FOR OLD AGE ASSISTANCE, 1931--. 2 file drawers.

Name of town; name, address, age, sex of applicant; place, date of birth, marriage; marital, citizenship status; nature, duration of present or past illness or physical handicap; name, address of attending physician, hospital; date of admission, discharge; name, address, place and date of birth of spouse; year, town, precinct last voted (in evidence of citizenship proof); date of husband's naturalization; names, birthplaces of parents of applicant, spouse; length of continuous residence in State; names, addresses, ages, number of dependent children; weekly income from private or public sources; name of individual or organization furnishing aid, whether such aid will be continued if application is approved, whether applicant's living arrangements are satisfactory, type of dwelling in which applicant lives; number of floors in dwelling, amount of expenditure for rent, board; number, locations of rooms occupied by applicant; names, addresses, relationship of other members of household willing to continue interest or aid; amount, nature of interest or aid assured; list of applicant's real property assignments for past 5 years; location, description, valuation, manner of ownership of real property by applicant or spouse; assessed valuation, amount of mortgages; amount of applicant's or spouse's equity in property; names, addresses of mortgagees; rate of interest on mortgage; amount of principal due on mortgage; amount of annual taxes and interest thereon; amount of water charges, abatements, rental income, fire insurance policy, assured premiums; physical condition on property; amount of property carrying charges per month; total amount of applicant's or spouse's equity (if over \$2000); list of applicant's personal property; amount of cash on hand and in bank, securities; amount, type of insurance carried by applicant for self, by others; amount, source of weekly income; name of individual or organization from which income divided; amount, purpose of weekly expenses; applicant's residence for past 9 years prior to application and inclusive dates thereof; applicant's continuous residence in State for past 5 years, date of application; signature of applicant, witness. Arr. chron. by date of application. No index. Hdw. on ptd. form. 11 x 13 x 22. Public welfare off.

Miscellaneous

125. (CORRESPONDENCE), 1901--. 1 bdl., 1 letter file, 1 vol.
Prior records missing.

Correspondence with city, town, and state officials, and relief agencies regarding denials of settlement, welfare cases, applications for aid. No obvious arr. No index. Bdl. 8 x 9 x 4; letter file 12 x 12 x 2½; vol. 50 pp. 10½ x 8½ x ¾. 1 bdl., 1901-23, general va.; 1 vol., 1902-3, 1 letter box, 1924--, safe, public welfare off.

126. (Record of) TRAVELERS AND VAGRANTS (Granted Lodging), 1905.
1 vol. Prior and subsequent records missing.

Name, age, ability to work of vagrant; nature of labor required in return for lodging; date of last, present appearance in town. Arr. chron. by date of entry. No index. Hdw. on ptd. form. 100 pp. 16 x 10½ x ¾.

XVI. WPA COMMITTEE

The first report on ERA work done in Maynard was made in 1934; it was shown that year that projects had been undertaken affecting the cemetery, street, health, and welfare departments. Direction of the work had been supervised by a local administrator appointed by the Maynard selectmen with the approval of the state ERA administrator and the welfare department had investigated applicants for work.¹

Two years later, in 1936, it was voted to establish a WPA committee. This committee consisted of the chairmen of the boards of selectmen, water, sewer, and cemetery commissioners, the board of health, the finance committee, and one of the citizens of the town.² This is still the composition of the committee.³

The WPA committee makes recommendations for new projects in the town; heads of departments submit requests for needed work to the committee, and if considered beneficial to the town, the committee allots the cost from the WPA appropriation.⁴

Except where otherwise noted, all records are in the WPA coordinator's office. In addition to the following record, see entry 2-1 b for report of ERA administrator 1934-35.

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1. Town Reports, 1934, p. 12, see entry 2.
 2. Ibid., 1936, p. 9, see entry 2.
 3. Ibid., 1939, p. 8.
 4. Ibid.

127. (ANNUAL REPORT OF WPA COMMITTEE), 1936--. In Maynard Town Reports, entry 2.

Statement of activities of committee; amount of appropriation for, purpose of project; types, number of garments made on sewing project.

128. RECORD - RECORDS OF SPECIAL COMMITTEE WPA, 1936--. 2 vols.

Discussions and decisions on project approvals, appropriations, expenditures; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 200 pp. 12 x 9 x 1½.

129. CLASSIFICATION LEDGER, 1936--. 4 vols.

Record of expenditures for project operation: Name of project, payee; amount, purpose, date of expenditure. Arr. chron. by date of expenditure. No index. Hdw. on ptd. form. 100 pp. 30 x 15 x 1.

XVII. BOARD OF HEALTH^I

At the annual town meeting in 1872 it was voted that the selectmen should be given the duties of a board of health.² That year one of the first tasks undertaken by the board was the investigation of a possible drainage system for the town.³

Occasional mention of the board is found in the records and reports through 1885, when the annual report shows an expense entry for the selectmen for their work as the board of health. That year they were given a sum for treatment of smallpox, rent of pesthouse, labor, and purchase of shoes and provisions.⁴ The board appears as a separate office with three members elected by ballot, from 1886 to 1891;⁵ from 1891 the office was filled by electing one member for 1 year, one for 2 years and one for 3 years, their successors to be elected for 3 years.⁶ This method of election is still in use.⁷

From 1889 to 1893 the reports of the board cover disease control,

1. For the statutory origin and development of this office, see City and Town Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 52, see entry 20.

3. Town Reports, 1872, p. 9, see entry 2.

4. Minutes of Town Meetings, vol. A, pp. 153, 174, see entry 20; Town Reports, 1885, pp. 10, 11, 12, see entry 2.

5. Minutes of Town Meetings, vol. A, pp. 302, 316, 336, 368, 403, see entry 20.

6. Ibid., p. 440; vol. B., p. 320; vol. C, p. 300; vol. D, p. 310; vol. E, p. 265; vol. F, p. 239.

7. Town Reports, 1939, p. 2, see entry 2.

inspections of the water supply, vaccinations, examinations of school children, and similar activities.¹ In 1902 the board acted with the selectmen to secure a town dump,² and in 1907 served with a committee of five citizens to investigate additional sewerage facilities. It served with another committee of four on the sewerage question in 1914.³ A number of other functions are found in the board's reports; it awarded a contract for garbage removal in 1907,⁴ issued licenses to milk dealers in 1911,⁵ and at times received reports from the inspectors of animals and slaughtering.⁶

For several years the board has received the cooperation of a public health nurse who was hired in 1923 by the Maynard Public Health Association and toward whose salary the town makes annual appropriations.⁷ The board appointed an inspector of plumbing in 1929 and an assistant in 1930.⁸

One member of the board serves on the town's WPA committee.⁹ Through projects sponsored by this committee the board has been able to distribute clothing and other commodities to women and children attending the diphtheria and other clinics the board conducts.¹⁰ Tuberculosis has been one of the greatest problems with which the department has had to contend; in 1938 it reported that 73 percent of its budget had been devoted to the hospitalization of 11 tubercular patients.¹¹

Except where otherwise noted, all records are in the board of health room.

Minutes and Reports

130. (MINUTES OF MEETINGS), 1902-- . 2 vols.

Discussion and decision on rules and regulations, appointments, granting of licenses, complaints, sewerage, sanitary conditions; reports of officers, names of members; present at meeting; place, date of meeting. Arr. chron. by date of meeting. No index. Hdw. 350 pp. 10 $\frac{1}{4}$ x 8 x 1 $\frac{1}{2}$. Cabinet, well-baby clinic, first fl., Town Off. Bldg.

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1. Annual Report of Board of Health, see entry 131.
 2. Town Reports, 1902, p. 71, see entry 2.
 3. Ibid., 1907, p. 106; 1914, p. 94.
 4. Ibid., 1907, p. 57.
 5. Ibid., 1911, p. 89.
 6. Ibid., 1915, p. 72; 1921, p. 82.
 7. Ibid., 1923, p. 42; 1935, p. 37; 1939, p. 92.
 8. Minutes of Town Meetings, vol. E, p. 181; see entry 20; Town Reports, 1930, p. 38, see entry 2.
 9. Ibid., 1938, p. 8.
 10. Ibid., pp. 121, 122.
 11. Ibid., p. 121.

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Board of Health - Minutes and
Reports

131. (ANNUAL REPORT OF BOARD OF HEALTH), 1873, 1889-99, 1901--.
In Maynard Town Reports, entry 2.

Contains:

- i. Appropriations, amount of.
- ii. Diseases, record of: Statement on disease control, water supply, 1889-93; types, number of contagious disease cases; number of each type of disease, 1901--.
- iii. Expenditures, list of: Name of payee; amount, purpose of expenditure.
- iv. Narrative report on examination and vaccination of children attending school.
- v. Plumbing rules and regulations, 1929.
- vi. Receipts: Amount, source of receipt; total receipts.

Health Records
(See also entry 140)

132. RECORD OF DANGEROUS DISEASE, 1926--. 1 vol. Prior records missing.

Name, address, age, school or occupation of patient; name of informant; date illness began, was listed, ended; nature of disease, laboratory findings; disposition of case, date of notice. Arr. chron. by date of notice. No index. Hdw. on ptd. form. 200 pp. $14\frac{1}{2}$ x $13\frac{1}{2}$ x 1.

133. HEALTH SURVEY QUESTIONNAIRE, 1934. 1 file drawer.

Name, address, nationality, home conditions of family; names, ages, sex, school or occupation, record of vaccination and illness of family members; income of family; type of aid relief (if any); date of questionnaire, signature of investigator, remarks. Arr. alph. by name of family. Indexed alph. by name of family. Hdw. on ptd. form. 11 x 13 x 26.

134. SCHOOL (Physical) HEALTH RECORD, 1934--. 2 file drawers.

Name, address, sex, color of pupil; place, date of birth; names, condition of parts of body; record of height and weight, defects requiring treatment, prior diseases; names, birthplaces, occupations of parents; names of children of school, preschool age in family. Arr. alph. by name of pupil. Indexed by name of school. Hdw. on ptd. form. 11 x 13 x 26. 1 file drawer, 1934-37, cabinet, board of health rm.; 1 file drawer, 1937-- , High School off., Summer St.

135. RECORD (of Dental Examinations), 1931--. 1 vol., 1 file drawer. System estab. 1931.

Name, address of pupil; name, address, business and home telephone numbers of reference; nature, date of treatment; amount of charge, payment, balance. Arr. chron. by date of treatment and thereunder alph. by name of pupil. No index. Vol., hdw.; cards in file drawer, hdw. on ptd. form. Vol. 300 pp. $9\frac{1}{2}$ x $8\frac{1}{4}$ x 1; file drawer 11 x 13 x 26. 1 vol., 1931-35, cabinet, board of health rm.; 1 file drawer, 1935-- school nurse's off., Nason St. School.

136. CHILD HYGIENE RECORD, 1937--. 1 file drawer. System estab. 1937.

Personal history of child: Name, address, sex, color, weight at birth of child; condition, place, date of birth; record of feeding and sleeping habits, vaccination; name of milk dealer, attending physician; number of visits; date of first, last visit; type of defect; record, date of physical examination. Arr. chron. by date of examination. No index. Hdw. on ptd. form. 11 x 13 x 26. Well-baby clinic, first fl., Town Off., Bldg.

137. CERTIFICATE OF RABIES VACCINATION, 1935--. 4 bdls. System estab. 1935.

Certification of vaccination of dog against rabies: Name, address of dog owner; breed, description, sex of dog; license, tag number; signature, address, certification of veterinarian; date of certificate, vaccination. Arr. chron. by date of vaccination. No index. Hdw. on ptd. form. $2\frac{1}{2} \times 5\frac{1}{2} \times 3$.

Vital Statistics

138. BIRTH RECORDS, 1871--. 4 file drawers (dated).

Copies of birth records abstracted in part from (Record of) Births, entry 23: Name, address, sex, color of child; condition, place, date of birth; names, birthplaces of parents; name of reporting physician. Arr. chron. by date of birth. Indexed alph. by name of child. Hdw. on ptd. form. $5\frac{1}{2} \times 13 \times 26$.

139. DEATH RECORD, 1871--. 2 file drawers (dated).

Copies of death records abstracted in part from (Record of) Deaths, entry 28: Name, address, age, sex, color of deceased person; cause, place, date of death; name of reporting physician. Arr. chron. by date of death. Indexed alph. by name of deceased person. Hdw. on ptd. form. $5\frac{1}{2} \times 13 \times 26$.

Licenses and Permits

140. (PERMITS AND LICENSES - NOTICES OF CONTAGIOUS DISEASES), 1911--. 31 vols., 1 bdl.

Contains record of licenses and permits (for or to):

- i. Burial or removal of corpse, 1912-14: Name, address, age of deceased person; cause, date of death; name of cemetery; number, date of permit; signature of board chairman.
- ii. Garbage transportation (stubs), 1938--: Name of licensee, route of transportation; type, number of license; date of issue, expiration; statement of conformity with health laws; signature, date of approval of board of health agent.

(PERMITS AND LICENSES - NOTICES OF CONTAGIOUS DISEASES) (Cont'd)

- iii. Keep livestock (stubs), 1927--: Name, address of licensee; types, number of livestock; number, dates of issue and expiration of permit; notice of instructions regarding care of livestock, signature of board of health agent.
- iv. Manufacture and bottle nonalcoholic beverages (copy), 1935--: Name, place of business of licensee; number, dates of issue and expiration of license; statement of conformity with General Laws (Tercentenary Edition) Chapter 94, as amended by Chapter 441, Acts of 1935; signatures of board members.
- v. Plumbing: Name, address of plumber, property owner; type, location of building; number, date of permit; date of application, water test, final inspection, approval; signature of inspector of plumbing.
- vi. Sell milk, 1914--: Name, address, place of business of licensee; names, addresses, number of drivers employed; number of vehicles used, sold, purchased, kept; number, date of issue of license; date of approval, signature of milk inspector.
- vii. Sell oleomargarine, 1935--: Name, address, place of business of licensee; registration as dealer of oleomargarine; signature of board of health agent. Includes notice that certificate must be returned annually.

Also contains notice of contagious and infectious disease: Name, address, age, type of disease of patient; names of parents; number, date of notice; signatures of board members, remarks. Arr. by subject and chron. thereunder by date of permit or notice. No index. Hdw. on ptd. form. Vols. 70 to 100 pp. 3 x 10 5/8 x 1/2 to 8 1/2 x 14 x 1; bcls. 12 x 8 x 2.

141. APPLICATION FOR PERMIT TO DO PLUMBING, 1929--. 1 file drawer. Name of town; name, address of applicant; lot number, type of building; nature of proposed work; name, address of property owner, plumber; date of water, final test; number of sewer, plumbing permit; number of master plumber's license, amount of charges, agreement to comply with town plumbing rules and regulations, and to notify inspector of plumbing of completion of work, date of application, signature of inspector. Arr. chron. by date of application. No index. Hdw. on ptd. form. 11 x 13 x 26.

142. (RECORD OF APPLICATIONS FOR PLUMBING PERMITS), 1931--. 1 vol. Missing: 1929-30. Name, address, license number of plumber; name, address of property owner; name of inspector of plumbing; number, date of application; date of first, final test. Arr. chron. by date of application. No index. Hdw. 100 pp. 11 1/4 x 17 1/2 x 3/4. Cabinet, well-baby clinic, first fl., Town Off. Bldg.

143. (STUBS OF BILLS PAYABLE FOR LICENSES ISSUED), 1931--. 4 vols. Name, address of creditor; type, number, date of license; amount, date of charge; amount, date of bill sent to town treasurer. Arr. chron. by date of bill. No index. Hdw. on ptd. form. 100 pp. 7 x 16 3/4 x 1/2.

Correspondence

144. (COPIES OF OUTGOING CORRESPONDENCE), 1934--. 1 file drawer. Correspondence regarding violations of health laws, contagious diseases, health surveys, plumbing, bills, complaints, issue of licenses. Arr. chron. by date of correspondence. Indexed alph. by subject. Hdw. or typed. 11 x 13 x 26.

XVIII. MAYNARD PUBLIC HEALTH ASSOCIATION

Since 1923 an organization of Maynard citizens called the Maynard Public Health Association has appeared in the town's annual reports.¹ In November of that year the association united with the Red Cross in the employment of a public health nurse to augment the work of the board of health and the school physician and nurse.² The association paid a part of the nurse's salary and expenses in 1924 and the town paid the remainder;³ in recent years the appropriation of the town has been listed in each year's budget.⁴

The association makes regular reports of the work of the nurse.⁵

145. (ANNUAL REPORT OF PUBLIC HEALTH ASSOCIATION), 1926-38. In Maynard Town Reports, entry 2. For description, see entry 146. 1928 includes number of free nursing visits, baby welfare, tuberculosis, insurance company calls; 1929 includes amount received from town; 1930 includes list of other types of calls made.

XIX. PUBLIC HEALTH NURSE⁶

In November 1923 a public health nurse was employed by the Maynard Public Health Association with the cooperation of the Red Cross.⁷ In 1924 the town appropriated \$500 toward her salary.⁸ A similar sum was appropriated

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1. Town Reports, 1923, p. 42; 1935, p. 93; 1939, p. 29, see entry 2.
 2. Ibid., 1923, p. 42.
 3. Ibid., 1924, p. 12.
 4. Ibid., 1935, p. 24; 1938, p. 121.
 5. Ibid., 1939, p. 29.
 6. For the statutory origin and development of this office, see Town and City Government in Massachusetts.
 7. Town Reports, 1923, p. 42, see entry 2.
 8. Ibid., 1924, p. 12.

in 1925,¹ \$1,200 in 1935,² and \$1,400 for salary and expenses in 1938.³ The nurse submits periodical reports to the association.⁴ Her duties include home calls on patients, assistance at clinics, assistance to the board of health in some cases and to the school nurse in others.⁵

146. (ANNUAL REPORT OF PUBLIC HEALTH NURSE), 1924-25, 1938. In Maynard Town Reports, entry 2.

Statement of duties and activities; number of patients visited, nursing visits; total fees collected.

147. (NURSE'S PUBLIC HEALTH ASSOCIATION RECORD), 1926-31, 1937--.
1 vol., 1 file drawer.

Name, address of patient; number in family; number of association, insurance, free calls; amount, date of collection; date of report, signature of nurse. Arr. chron. by date of report. No index. Hdw. on ptd. form. Vol. 200 pp. $8\frac{1}{2} \times 8 \times \frac{1}{2}$; file drawer 11 x 13 x 26. Nurse's rm.

XX. INSPECTOR OF SLAUGHTERING⁶

Since 1892 the General Court has provided for the inspection and supervision of the slaughtering of cattle and other animals.⁷ An inspector of slaughtering does not appear in the records until 1925, however, when the board of health began the annual appointment of the officer.⁸ The same official is now both the inspector of animals and inspector of slaughtering but the offices are distinct, the inspector of animals being appointed by the selectmen.⁹

148. (ANNUAL REPORT OF INSPECTOR OF SLAUGHTERING), 1938. In Maynard Town Reports, entry 2.

Statement of departmental activities; types, number of animals inspected.

1. Ibid., 1925, p. 16.

2. Ibid., 1935, p. 24.

3. Ibid., 1938, p. 30.

4. Ibid., 1938, p. 121.

5. Ibid., 1935, p. 93; 1938, p. 121.

6. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

7. Acts, 1892, ch. 195, sec. 1.

8. Minutes of Town Meetings, vol. E, pp. 8, 181, 401; vol. F, p. 239, see entry 20.

9. Ibid.; Town Reports, 1939, p. 21, see entry 2.

XXI. INSPECTOR OF ANIMALS¹

In 1892 the General Court enacted a measure providing that the selectmen in towns annually appoint one or more persons to inspect provisions and animals intended for slaughter or used for the production of milk.² That year the appointment of an inspector of cattle, milk, and provisions appears in the Maynard reports.³ Previous to this time, however, some of the duties of the inspector were performed by the board of health.⁴

The office appears in the records during most of the years after 1892; the appointment was made annually by the selectmen.⁵ In 1894, the General Court made the appointment of the inspector mandatory, with penalties to be imposed for the failure of a town to comply with the law.⁶ In 1899 certain duties of the inspector in regard to provisions were given to agents of the board of health.⁷

In one year, 1914, the appointment by the selectmen of an inspector of meat is recorded;⁸ since 1925 an inspector of slaughtering has also been appointed annually by the board of health.⁹

149. (ANNUAL REPORTS OF CATTLE AND ANIMAL INSPECTORS), 1923-38. In Maynard Town Reports, entry 2.

Number of cattle, pigs, barns, farms inspected; number of pigs, dogs quarantined; number of animals inoculated, diseased dogs killed.

XXII. INSPECTOR OF PLUMBING¹

The appointment of an inspector of plumbing is found in the Maynard records since 1929, when the town accepted provisions of chapter 103 of the Revised Laws (and a General Court act of 1909) calling for such an appointment.¹⁰

1. For the statutory and development of this office, see Town and City Government in Massachusetts.

2. Acts, 1892, ch. 195, sec. 1.

3. Town Reports, 1892, p. 12, see entry 2.

4. Ibid., 1888, p. 23.

5. Minutes of Town Meetings, vol. B, p. 32; vol. C, p. 139; vol. D, p. 179; vol. F, p. 239, see entry 20; Selectmen's Records, I, 203; II, 46; III, 283, see entry 1.

6. Acts, 1894, ch. 491, secs. 1, 2.

7. Ibid., 1899, ch. 408, sec. 20.

8. Selectmen's Records, II, 248.

9. Minutes of Town Meetings, vol. E, pp. 8, 216; vol. F, p. 239, see entry 20.

10. Revised Laws, ch. 103; Acts, 1909, ch. 536, sec. 5; Minutes of Town Meetings, vol. E, p. 181, see entry 20.

The duties of the officer include the inspection of installation, repair, and alteration of plumbing. His appointment is made by the board of health, his salary to be recommended by them and approved by the selectmen.¹ The term of appointment, as specified in the statute, is for 3 years.²

The bylaws proposed for the use of the town in 1936 stipulated that any plans for plumbing to be done in the town, with exception of minor repairs not requiring changes in existing plumbing, should first be submitted to the inspector of plumbing and approved by the board of health. The inspector was also given authority to issue all permits for range boilers and hot-water storage tanks.³ An assistant inspector was appointed in 1930.⁴ The appointment of the inspector has continued to date.⁵

The inspector keeps no records.

XXIII. CEMETERY COMMISSIONERS⁶

Cemetery commissioners are found in Maynard's annual reports as early as 1889, when the selectmen are shown performing the duties of the office.⁷ They served again as the board of commissioners in 1891.⁸

In 1903 a separate board of three cemetery commissioners was elected, one for 1 year, one for 2 years, and one for 3 years, their successors to serve 3-year terms thereafter.⁹ This method of filling the office is still followed.¹⁰

In 1935 the commissioners appointed a superintendent of the Glenwood Cemetery, an appointment still made annually.¹¹

In addition to the following records, see entry 34 for plan of Glenwood Cemetery November 1899.

Except where otherwise noted, all records are in the safe in the superintendent's office

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1. Acts, 1909, ch. 536, sec. 5.
 2. Ibid.
 3. Proposed Bylaws, pp. 17-24.
 4. Town Reports, 1930, p. 38, see entry 2.
 5. Minutes of Town Meetings, vol. F, p. 239, see entry 20.
 6. For statutory origin and development of this office, see Town and City Government in Massachusetts.
 7. Town Reports, 1889, p. 25, see entry 2.
 8. Ibid., 1891, p. 24.
 9. Minutes and Town Meetings, vol. B, p. 402; vol. C, p. 378; vol. D, p. 418; vol. E, p. 362, see entry 20.
 10. Ibid., vol. F, p. 239.
 11. Town Reports, 1935, p. 101; 1939, p. 80, see entry 2.

150. MINUTES OF MEETINGS, 1935--. 1 vol.

Discussions and decisions on transfers of funds, acceptance of gifts, purchases; bills abated, receivable, payable; names of members present, date of meeting, signature of secretary. Arr. chron. by date of meeting. No index. Hdw. 75 pp. 10 x 8 x $\frac{1}{2}$.

151. (ANNUAL REPORT OF CEMETERY COMMISSIONERS), 1890-1900, 1903--.

In Maynard Town Reports, entry 2.

Amount, source or purpose of receipt or expenditure; total receipts and expenditures, amount of balance, interest on funds; number of lots sold. Occasionally includes statement of activities of committee.

152. DEEDS, 1879--. 1 vol.

Certification of lot ownership: Name of owner, number of lot; date, number of deed certificate; signatures of commissioners. 1935-- includes conditions of sale, seal of commissioners. Arr. chron. by date of deed. No index. Hdw. on ptd. form. 200 pp. 8 x $11\frac{1}{2}$ x $1\frac{1}{4}$.

153. (RECORD OF LOT OWNERSHIP AND INTERMENTS), 1935--. 1 file box.

Name, address of lot owner; location, area, price, number of lot; amount of deposit for perpetual care; number of grave, name of person interred. Includes diagram of lot showing location of grave by number. Arr. alph. by name of owner. No index. Typed on ptd. form. 13 x $4\frac{1}{2}$ x 9.

154. (BYLAWS), 1936. 5 sheets.

Regulations governing purchase and care of lots, interments, foundations, trees and shrubs, tomb foundations, memorials. Arr. by subject. No index. Typed 11 x $8\frac{1}{2}$.

155. PAY ROLL RECORD AND EXPENDITURES, 1935--. 1 vol.

Name of employee or other payee; amount, purpose, date of expenditure; totals. Arr. chron. by date of expenditure. No index. Hdw. 100 pp. $11\frac{1}{2}$ x $9\frac{1}{2}$ x 1.

XXIV. SUPERINTENDENT OF GLENWOOD CEMETERY¹

This position was created by the cemetery commissioners in 1935 when they reported to the selectmen that the growth of the cemetery necessitated full-time supervision.² The appointment was made by the commissioners, and up to 1939 the original incumbent still held the position.³ The superintendent

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1935, p. 101, see entry 2.

3. Ibid., 1939, p. 80.

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has charge of the care and upkeep of the cemetery, and makes his reports to the cemetery commission.¹

156. (ANNUAL REPORT OF SUPERINTENDENT OF CEMETERY), 1935-38. In Maynard Town Reports, entry 2.

Statement of departmental activities, list of receipts showing amount and source of receipts, total receipts.

XXV. SUPERINTENDENT OF STREETS²

The office of superintendent of streets has appeared in the town records since 1890. Previous to this time supervision over the streets and highways had been in charge of road commissioners or highway surveyors, and in 1 year, 1871, both. Three highway surveyors were elected at the first annual town meeting in 1871; they do not appear in the records again during the next 11 years.³ Three road commissioners were elected from 1871 to 1882.⁴ The following year the position of highway surveyor was reestablished and is shown in the records through 1890.⁵

In 1890 the selectmen appointed a superintendent of streets,⁶ and with the exception of 1890 and 1911 the appointment is shown in the selectmen's records to the present time.⁷

157. (ANNUAL REPORT OF SUPERINTENDENT OF STREETS), 1901-2, 1905, 1907--. In Maynard Town Reports, entry 2.

Statement of departmental activities, amount of appropriation; list of receipts and expenditures showing amount, source or purpose of receipt or expenditure. 1909 includes inventory of stock on hand; 1927-32 includes amount of appropriation, expenditures for construction work.

1. Ibid.

2. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

3. Minutes of Town Meetings, vol. A, pp. 9 to 257 passim, see entry 20.

4. Ibid., pp. 9, 130, 242.

5. Ibid., pp. 257, 288, 316, 403.

6. Ibid., p. 403.

7. Ibid., p. 403; Selectmen's Records, I, 203, 277; II, 162, 301; III, 283, see entry 1.

XXVI. WATER COMMISSIONERS¹

The warrant for the annual town meeting of 1887 asked that the town "see if it will take action in regard to introducing waterworks," and a committee of seven was appointed to investigate and plan a water system.² The following year, on May 25th, the General Court authorized the town to construct its water system, and provided that a board of three water commissioners be elected, one to serve for 1 year, one for 2 years, the third for 3 years, and succeeding members for 3 years each.³ The commissioners were vested with the powers granted to the town under the act and were made trustees of the water sinking fund.⁴

One of the first acts of the commissioners was the making of a contract on August 14, 1888, with an engineering firm for the construction of the water system.⁵ In 1889 this contractor was removed and another was given the contract; the second contractor resigned shortly afterward, however, and the commissioners completed the system themselves, with the aid of an engineer.⁶ It was requested in 1891 that the commissioners be instructed to "employ a person capable of running all machinery, laying pipes, collecting water rates and having general supervision of the waterworks." A superintendent was engaged.⁷

The commissioners performed a number of duties in connection with the water system during the first years after its construction. In 1888 they were made countersigners of a water loan.⁸ When suit was brought against the town in 1891 by a contractor who had been discharged from the construction of the system, the commissioners were given the power to authorize certain bills to be paid for legal expenses.⁹ They employed an assistant engineer and a water registrar.¹⁰ From time to time the commissioners authorized changes and improvements in the system, and in 1929 were given the authority to buy and sell land in the vicinity of White Pond, the source of water supply.¹¹ In 1934 the water commissioners became part of a joint ERA board to recommend general town improvements,¹²

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1887, p. 2, see entry 2; Minutes of Town Meetings, vol. A, p. 328, see entry 20.

3. Acts, 1888, ch. 407, secs. 1, 2, 10.

4. Ibid., sec. 10.

5. Town Reports, 1888, p. 28, see entry 2.

6. Ibid., 1889, pp. 28, 29.

7. Ibid., 1901, p. 30.

8. Minutes of Town Meetings, vol. A, p. 349, see entry 20.

9. Ibid., vol. B, p. 18.

10. Town Reports, 1901, p. 98, see entry 2.

11. Ibid., 1929, p. 48.

12. Ibid., 1934, p. 68.

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Water Commissioners

and the chairman of the water commissioners is at present a member of the WPA committee.¹

The commission made its fiftieth annual report in 1938 and reported 1,517 water services in use, a total of 114,693,560 gallons of water pumped for the year, and collections totaling over \$20,000 for the same period.² The method of election of the board has remained unchanged since 1888.³

Except where otherwise noted, all records are in the water department office.

Minutes and Reports

158. (MINUTES OF MEETINGS), 1899--. 4 vols.

Discussion and decisions on engineers' salaries, petitions for extending water mains; appropriation, approval of bills and orders; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 150 pp. 8 x 6 3/4 x 1/2.

159. (ANNUAL REPORT OF WATER COMMISSIONERS), 1890, 1892--. In Maynard Town Reports, entry 2.

Statement of departmental activities; list of receipts and expenditures showing amount, source or purpose of receipt or expenditure; total receipts, recapitulation of expenditures. 1907-8 includes water rates.

160. WATER REGISTER, 1890--. 10 vols. No title, 1931-36, 2 vols.

Consumers' accounts: Name, address, register number of property owner; names of tenants; type, purpose of building; yearly water rate; amount of payment, abatement. 1926-- includes date of reading, amount of cubic feet of water used, rate per 100 cubic feet. Arr. alph. by name of st. and thereunder num. by house no. 1890-1925, indexed alph. by name of property owner; 1926--., no index. Hdw. on ptd. form. 300 pp. 13 x 14 x 1 3/4. 7 vols., 1890-1925, general va., Lockup Bldg.; 3 vols., 1926--., safe, water dept. off.

161. CASH (Receipts), 1882--. 5 vols.

Record of monies received from water-rate collections: Name of payer; amount, source, service number, date of receipt. Includes amount, date of transfer to treasurer. Arr. chron. by date of receipt. No index. Hdw. on ptd. form. 205 pp. 16 1/2 x 13 1/2 x 1 1/2. 3 vols., 1888-1931, general va., Lockup Bldg.; 2 vols., 1932--., safe, water dept. off.

162. JOURNAL (Record of Expenditures), 1895--. 3 vols.

Name of payee; amount, itemization, date of expenditure. Arr. chron. by date of expenditure. No index. Hdw. 200 pp. 14 x 8 1/2 x 1 1/2.

1. Ibid., 1938, p. 8.

2. Ibid., pp. 126-128.

3. Minutes of Town Meetings, vol. A, p. 336; vol. C, p. 188; vol. E, p. 122; vol. F, p. 239, see entry 20.

163. (STUBS OF WATER BILLS), 1906--. 59 bdls.

Name, address of payer; amount, date of payment; page reference to Water Register, entry 160. No obvious arr. No index. Hdw. on ptd. form. 5 3/4 x 3 1/2 x 3. 47 bdls., 1906-32, general va., Lockup Bldg.; 12 bdls., 1933--, closet, water dept. off.

164. ASSESSMENTS, 1912--. 10 vols.

Record of charges compiled from Water Register, entry 160: Name, register number of consumer; amount remaining unpaid on December 31 of year, amount charged January and July of each year; amount, date of payment, abatement. Arr. num. by register no. No index. Hdw. on ptd. form. 150 pp. 15 1/2 x 10 1/2 x 3/4. 6 vols., 1912-29, general va., Lockup Bldg.; 4 vols., 1930--, safe, water dept. off.

165. (SERVICE PIPE RECORD), 1891-1910. 1 vol.

Name, address, register number of consumer; location, size of line from street of cellar; amount, date charged to consumer; total amount, date of payment of bill. Arr. chron. by date of charge. No index. Hdw. on ptd. form. 40 pp. 16 x 10 3/4 x 1/2. General va., Lockup Bldg.

166. (Plan of) MAYNARD WATER WORKS - WHITE POND AND VICINITY, Dec. 31, 1891. 1 plan.

Engineer's plan showing level of water on certain dates: Names of adjoining towns; location of Central Massachusetts Railroad, White Pond, ice house, old mill site. Draftsman, M. M. Tidd. Publisher and place of publication unknown. Black-and-white. 1":400. 23 x 36 1/2.

167. PLAN OF MIRROR LAKE PROPERTY, Jan. 1890. 1 plan.

Engineer's plan showing land surrounding Mirror Lake, formerly owned by towns of Hudson and Stow and purchased by Maynard for purpose of supplying water to town. Draftsman, Daniel W. Stratton. Publisher and place of publication unknown. Black-and-white. 1":100'. 34 3/4 x 48.

XXVII. SUPERINTENDENT OF WATERWORKS¹

The position of superintendent of the waterworks was established after a town meeting in 1891, at which time it had been ordered that the water commissioners appoint someone capable of running the waterworks and collecting the water rates.² The superintendent has been appointed annually by the commissioners to the present time. He is also the water registrar.³

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1891, p. 63, see entry 2.

3. Ibid., 1894, p. 53; 1898, p. 73; 1938, pp. 126, 127.

168. (ANNUAL REPORT OF SUPERINTENDENT OF WATERWORKS), 1893--. In Maynard Town Reports, entry 2.

Statement of departmental activities, description of services; list of extensions, repairs; number of gallons of water used. 1899-1905 includes annual pumping record; 1901-5 includes inventory of stock on hand.

169. (ANNUAL REPORT OF WATER REGISTRAR), 1902--. In Maynard Town Reports, entry 2.

Amount, source of receipt; amount paid to treasurer, uncollected. 1903-5 includes chart of water analysis; 1904 includes inventory of stock on hand; 1907-26 includes statistical chart showing number of gallons of water pumped, amount of revenue collected, year of chart.

170. (ANNUAL REPORT OF WATER ENGINEER), 1906, 1908--. In Maynard Town Reports, entry 2.

Statistical chart of annual pumping record. 1908-9 includes average daily consumption for year; 1908-- includes statement of departmental activities; 1910-36 includes monthly pumping record showing number of tons of coal and gallons of water used, daily average amount of water pumped during month.

XXVIII. SEWER COMMISSIONERS¹

The creation of a sewer committee of three members appears in the town records in 1930;² the General Court had authorized the town to elect such a committee as early as 1916,³ however, and even before this time there had been special committees who acted on the question of sewerage and its disposal in the town.

One of the first of these committees was created in 1887, when the selectmen were named a committee to supervise the laying of a sewer.⁴ In 1907 a committee of eight was appointed at the annual town meeting to look into the matter of sewerage, and a new committee of five was named to act with the board of health on the question shortly afterward.⁵ In April 1914 a committee of seven was appointed to "investigate and make a report in regard to the proper installation of a sewerage system." An appropriation of \$1,000 was set aside for the committee's use.⁶ The committee secured plans and bids and recommended that the town accept a

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. E, p. 216, see entry 20.

3. Special Acts, 1916, ch. 340, secs. 1, 2.

4. Town Reports, 1888, p. 15, see entry 2.

5. Ibid., 1908, pp. 59, 60, 160.

6. Report of Special Committee on a System of Sewerage for the Town of Maynard, p. 3.

system that called for an expenditure of \$125,000.¹ The following year a petition was made to the General Court for permission to construct the recommended system, and on May 25, 1916, the court granted the town permission to install its sewage-disposal system and provided that a board of sewer commissioners be placed in charge.² The necessary work on the system was not done at this time, however; nearly 10 years later, in 1925, another committee was named and it made a report, basing its recommendations on labor and material costs that had changed since the earlier plans had been submitted.³ Five years later, in 1930, establishment of a formal board of three sewer commissioners, elected one for 1 year, one for 2 years, and one for 3 years, with succeeding incumbents to serve 3-year terms, is found in the town records.⁴

The sewer committee has complete supervision of the sewerage system, which includes several miles of piping and a disposal plant.⁵ The board has appointed a superintendent of sewers annually since 1932;⁶ since 1935⁷ this officer has also been superintendent of the waterworks.

Except where otherwise noted, all records are in the sewer department office.

Minutes and Reports

171. (MINUTES OF MEETINGS), 1936 1 vol

Discussion and decisions on approval of new water pipe installation in various sections of town, bills, budgets; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 75 pp. 9 3/4 x 7 1/2 x 3/4. Safe.

172. (ANNUAL REPORT OF SEWER COMMISSIONERS), 1930-36. In Maynard Town Reports, entry 2.

Statement of departmental activities; amount of appropriation for sewer construction and maintenance, house connections; amount of expenditures, balance.

Financial Records

173. (Record of) MAINTENANCE (Expenditures), 1929--. 1 vol.

Amount of appropriation; amount, purpose, date of expenditure. Arr. chron. by date of expenditure. No index. Hdw. 75 pp. 10 x 12 x 3/4. Safe.

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1. Ibid., pp. 3, 4.
 2. Special Acts, 1916, ch. 340, secs. 1, 2.
 3. Town Reports, 1925, pp. 28, 65.
 4. Minutes of Town Meetings, vol. E, pp. 216, 362, 401, see entry 20.
 5. Town Reports, 1939, p. 77, see entry 2.
 6. Minutes of Town Meetings, vol. E, p. 295; vol. F, 239, see entry 20.
 7. Town Reports, 1935, p. 98; 1939, pp. 78, 86, see entry 2.

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Sewer Commissioners -
Financial Records

174. JOURNAL (Construction Account), 1930--. 1 vol.
Location, date of sewer construction; amount of appropriation; amount, number, purpose, date of bill; balance of appropriation. Arr. chron. by date of construction. No index. Hdw. 75 pp. 10 x 8 x 1. Safe.

Plant and Service Operation

175. RECORDS (of Daily Sewerage Flow at Pumping Station), 1931--.
1 vol.
Number of pump operations over a twenty-four hour period; number of daily, weekly gallons of sewerage flow; average number of gallons per day; total number of gallons pumped during month, date of entry. Arr. chron. by day. No index. Hdw. 75 pp. 10 $\frac{1}{2}$ x 8 x $\frac{1}{2}$. Safe.

176. (Applications for) HOUSE CONNECTIONS, 1929--. 1 vol.
Name of applicant; description, cost of connections; number, date of application; signature of plumbing inspector. Arr. chron. by date of application. No index. Hdw. 150 pp. 10 x 12 x $\frac{1}{2}$.

Plans

177. (Plan of) MAYNARD SEWERAGE SYSTEM PLAN SHOWING LATERAL AND INTERCEPTING SEWERS AND LOCATION OF DISPOSAL PLANT, Dec. 1914. 1 plan.
Engineer's plan showing names of streets; location of high and low level sewers, proposed sewerage treatment works, possible areas for sand filtration sewers. Draftsman, F. A. Barbours. Publisher and place of publication unknown. Black-and-white. 1 3/4":1000'. 17 x 24. General va., Lockup Bldg.

178. (Plan of) LAND IN MAYNARD, MASS., OWNED BY TEXTILE REALTY CO., undated. 1 plan.
Engineer's plan showing names of streets, property owners; dimensions, total acreage of land; lines showing drains, beds, filters. Draftsman, John Franklin. Publisher unknown; place of publication Andover. Blue-print. 1":80'. 22 x 36 $\frac{1}{4}$.

179. PLAN NO. 2 SHOWING LAND AND BUILDINGS IN MAYNARD, MASS., OWNED BY TEXTILE REALTY CO., July 1934. 1 plan.
Engineer's plan showing names of streets, property owners; dimensions, numbers of lots; location of right of way. Draftsman, John Franklin. Publisher unknown; place of publication Andover. Black-and-white. 1":80'. 21 $\frac{1}{2}$ x 31.

XXIX. SUPERINTENDENT OF SEWERS¹

When the General Court authorized the construction of a sewerage system it provided for the employment of a superintendent of sewers to take charge of the laying of the sewers, the construction and maintenance of the sewage disposal plant and similar functions.²

The appointment of the superintendent by the sewer commissioner appears in the town records since 1932;³ from 1935 to the present time the superintendent of sewers has also been superintendent of the water department.⁴

180. (ANNUAL REPORT OF SUPERINTENDENT OF SEWERS), 1929-32. In Maynard Town Reports, entry 2.

Contains:

- i. House connections, list of, 1931; locations, average length, depth, cost of connection and number thereof, average cost per foot.
- ii. Narrative report on departmental activities, summary of house connections.
- iii. Sewerage flow, 1931: Daily, monthly average number of gallons of flow.

181. (ANNUAL REPORT OF SEWERAGE CONSTRUCTION COMMITTEE), 1908-29. In Maynard Town Reports, entry 2.

Narrative report recommending that because of town debt, sewerage system construction should not be contemplated. 1925 includes statement of work accomplished; 1928 includes description, progress of construction of pumping station.

182. (ANNUAL REPORT OF SEWERAGE CONSTRUCTION ENGINEER), 1929. In Maynard Town Reports, entry 2.

Statement of departmental activities; cost of construction, materials.

XXX. SUPERINTENDENT OF JOHN A. CROWE PARK¹

In 1902 the selectmen appointed a superintendent for the care and supervision of the park that the town had purchased the year before.⁵

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.
 2. Special Acts, 1916, ch. 340, sec. 12.
 3. Minutes of Town Meetings, vol. E, p. 295, see entry 20.
 4. Town Reports, 1935, p. 98; 1939, pp. 78, 85, see entry 2.
 5. Selectmen's Records, II, 96, see entry 1.

The appointment has been made annually since that year.¹

Reports of the superintendent have appeared under various titles: 'superintendent of the public park', 'park superintendent', and 'superintendent of the John A. Crowe Park.'² The latter is the title that has been used since 1908, when the park was named in honor of a man who had done much toward its development and beautification.³ The position is distinct from the care of the memorial park, a monument to the town's war heroes.⁴

In addition to the following record, see entry 2-ii h for report of committee on construction of park grandstand 1921, 1925.

183. (ANNUAL REPORT OF SUPERINTENDENT OF PUBLIC PARK), 1901-5, 1908-13, 1915--. In Maynard Town Reports, entry 2.

Statement of departmental activities. 1901-4 includes recommendations for park improvements; 1903-- includes amount of appropriation, balance; amount, purpose of expenditure; 1905--, 1908-13, 1915-- includes total expenditures.

XXXI. TRUSTEES OF THE SOLDIERS' MEMORIAL⁵

This board, sometimes also called the trustees of the Memorial Park, was established as a permanent committee in 1926, when three were elected, one to serve for 1 year, one for 2 years and one for 3 years, succeeding incumbents to serve 3-year terms.⁶ Previous to this time, however, various committees had been appointed in connection with the commemoration of Maynard's war heroes. One such committee, composed of five members, was appointed in 1920 and instructed to investigate lands suitable for the erection of a soldiers' and sailors' monument.⁷ A similar committee was appointed from the floor of the annual town meeting in 1922,⁸ and a third one named in 1925.⁹ The town received a sum from the Commonwealth in

1. Town Reports, 1939, p. 10.

2. Selectmen's Records, II, 96; Town Reports, 1902, p. 60; 1938, p. 21, see entry 2.

3. Ibid., 1909, p. 46.

4. Ibid., 1939, pp. 10, 82.

5. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

6. Minutes of Town Meetings, vol. E, pp. 44, 122, 181, see entry 20; Town Reports, 1939, p. 82, see entry 2.

7. Ibid., 1920, p. 63.

8. Ibid., 1922, p. 53.

9. Ibid., 1925, p. 29.

Trustees of the Soldiers'
Memorial

1925 for the erection of the Memorial¹ and the following year the three trustees elected by ballot.² Since 1930, when the number of trustees was increased to six, two have been elected each year to serve for 3 years.³ The trustees have charge of the care and supervision of the Memorial Park and Monument and received an annual appropriation from the town for their work.⁴

184. (ANNUAL REPORT OF TRUSTEES OF SOLDIERS' MEMORIAL), 1926--.

In Maynard Town Reports, entry 2.

Statement of activities of trustees. 1926-29 includes amount of appropriation, expenditure, balance; 1930-33 includes report of planting of trees, shrubs, flowers; 1931 includes list of officers showing name and title of officer, date of taking office.

XXXII. FOREST WARDEN⁵

This office, not to be confused with that of tree warden, appears irregularly in the annual reports of the town since 1907. In that year one warden was appointed by the selectmen.⁶ In 1913 the office was referred to as the forest fire warden,⁷ and in 1924 the warden was also chief of the fire engineers.⁸ The appointment is mentioned again in 1928,⁹ and the annual report of 1938 again shows the warden as one of the engineers.¹⁰ The warden issues permits for outdoor fires as required by law. His department is equipped with hose, pumping equipment, and supplies for fighting forest fires.¹¹

Except where otherwise noted, all records are on the desk in the fire chief's office.

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1. Ibid.; Minutes of Town Meetings, vol. E, p. 23, see entry 20.
 2. Ibid., p. 44.
 3. Ibid., pp. 216, 401; vol. F, p. 239, see entry 20.
 4. Town Reports, 1939, pp. 82, 125, see entry 2.
 5. For the statutory origin and development of this office, see Town and City Government in Massachusetts.
 6. Town Reports, 1908, p. 126, see entry 2.
 7. Ibid., Feb. 1914, p. 38.
 8. Ibid., 1924, p. 46.
 9. Ibid., 1928, p. 26.
 10. Ibid., 1938, p. 18.
 11. Ibid., 1939, p. 21.

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185. (ANNUAL REPORT OF FOREST WARDEN), 1938. In Maynard Town Reports, entry 2.

Statement of departmental activities, description of equipment on hand, number of permits issued for fires in the open.

186. (REPORTS OF FOREST FIRES OF LESS THAN ONE-HALF ACRE), 1935--.
6 cards.

Duplicates of reports sent to state department of conservation: Name of town; date, hour, cause of fire; character, area of land burned; degree, cost of damage; date of report; remarks, signature of warden. Arr. chron. by date of fire. No index. Hdw. on ptd. form. $3\frac{1}{2}$ x 6.

187. (REPORTS OF FOREST FIRES OF MORE THAN ONE-HALF ACRE), 1935--.
4 sheets.

Duplicates of reports sent to state department of conservation: Name of town; date, hour, cause of fire; source of notification; time of arrival at fire, time fire extinguished; character, acreage of land burned; kinds, average size of trees lost; extent, cost of damage; cost of labor, supplies, transportation used in extinguishing fire; total acreage burned, loss, cost; record of prior fires on land, date of report; remarks, signature of warden. Arr. chron. by date of fire. No index. Hdw. on ptd. form.. 11 x $6\frac{1}{4}$.

XXXIII. TREE WARDEN¹

It was voted at the annual town meeting in 1900 to consider the election of a warden to supervise the care of trees on public ways and property,² and the following year the office of tree warden appeared on the ballot.³ The position has been filled annually to the present time.⁴

Normally the officer's duties are largely in the field of planting trees where desirable and preventing tree diseases; since 1938, however, he has supervised a WPA program replacing trees injured or blown away in the hurricane of that year.⁵ He makes annual reports to the selectmen.⁶

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. B, p. 303, see entry 20.

3. Ibid., p. 320.

4. Ibid., vol. C, p. 300; vol. D, p. 256; vol. E, p. 216; vol. F, p. 239.

5. Town Reports, 1938, p. 22; 1939, p. 22, see entry 2.

6. Ibid.

188. (ANNUAL REPORT OF TREE WARDEN), 1907--. In Maynard Town Reports, entry 2.

Amount of appropriation; amount, purpose of expenditure; total expenditures. 1908 includes statement of departmental activities; 1915 includes amount received from fines; 1936 includes locations, number of trees planted; 1938 includes summary of trees planted by WPA.

XXXIV. FISH AND GAME WARDEN¹

Since 1924 a fish and game warden has been appointed by the selectmen.² The warden patrols the woodland, ponds, brooks, and rivers. At times he cooperates with the district warden in enforcing hunting and fishing rules.³

189. (ANNUAL REPORT OF FISH AND GAME WARDEN), 1922-26, 1934-37. In Maynard Town Reports, entry 2.

Statement of departmental activities, amount received from payment of fines; number of arrests, forest fires reported.

XXXV. SUPERINTENDENT OF MOTH WORK¹

As early as 1902 references to work to eradicate the brown-tail moth are found in the reports of the tree warden in the annual reports.⁴ In 1906 a number of expenditures are entered for this work among them labor and supplies.⁵ A "report of moth work, 1906-7," is given in the annual report for 1907, signed by the superintendent of moth work, who was also the tree warden that year.⁶ The officer is described as "moth agent" in the selectmen's records for 1909 and sometimes "moth superintendent."⁷ The appointment of the officer is shown annually since 1909.⁸

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Selectmen's Records, II, 449 to III, p. 283 passim, see entry 1.

3. Town Reports, 1935, p. 14, see entry 2.

4. Ibid., 1902, p. 60, see entry 2.

5. Ibid., 1906, pp. 15, 51, see entry 2.

6. Ibid., 1907, p. 18.

7. Selectmen's Records, II, 193, see entry 1; Minutes of Town Meetings, vol. C, p. 378; vol. D, p. 256; vol. F, p. 239, see entry 20.

8. Selectmen's Records, II, 193, 321; III, 88, 283, see entry 1.

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190. ANNUAL REPORT OF SUPERINTENDENT OF MOTH WORK, 1908, 1921--.

In Maynard Town Reports, entry 2.

Statement of departmental activities. 1921-25, 1930-- includes amount of appropriation, receipts, balance; amount, purpose of expenditure; total expenditures.

191. (ANNUAL REPORT OF ELM BEETLE DEPARTMENT), 1912-15. In Maynard

Town Reports, entry 2.

Amount of appropriation, balance; amount, purpose of expenditure; total expenditures.

XXXVI. POLICE DEPARTMENT¹

Regular and special police officers appear in the records since 1871, when the selectmen appointed eleven.² The number of appointments between this year and 1890 varies, with as many as 15 in 1885³ and only 8 in 1887.⁴ During this period a question arose in an annual meeting (1880) concerning night police, and the matter was given to the selectmen for decision.⁵ In 1883 an expense entry for police is carried in the annual report; two men received approximately \$175 each, and two others \$2 each.⁶ Eight 'special police' are mentioned in the report for 1887.⁷

The selectmen are referred to formally as police commissioners in 1890.⁸ In 1900 the warrant for the town meeting asked what the town would do regarding the employment of two policemen in uniform.⁹ A chief of police was appointed by the selectmen in 1902¹⁰ and a deputy chief in 1913.¹¹ It was voted in 1924 that the police department be made separate from other town departments, but that the selectmen still have direction of it.¹² It was also voted that action be taken at the succeeding meeting relative to placing the police officer under civil service.¹³ The officers appeared as civil-service employees in the annual report for 1929, with a chief, a sergeant, and three patrolmen.¹⁴

1. For statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Selectmen's Records, I, 3, see entry 1.

3. Ibid., p. 52.

4. Ibid., p. 68.

5. Minutes of Town Meetings, vol. A, p. 215, see entry 20.

6. Town Reports, 1884, p. 9, see entry 2.

7. Ibid., 1888, p. 3.

8. Minutes of Town Meetings, vol. A, p. 403, see entry 20.

9. Town Reports, 1901, p. 11, see entry 2.

10. Ibid., 1903, p. 60.

11. Ibid., Feb. 1914, p. 57.

12. Selectmen's Records, II, 451, see entry 1.

13. Ibid.

14. Town Reports, 1929, p. 40, see entry 2.

The town's bylaws continue the powers of the selectmen as commissioners of police and authorize them to fill vacancies in the regular force and appoint special policemen when deemed necessary.¹ The department at the present time maintains regular patrol duty day and night, special payroll guard service to the town's mills, traffic regulation, and a junior school patrol working under the department direction.²

Except where otherwise noted, all records are in the police department.

Reports

192. (ANNUAL REPORT OF CHIEF OF POLICE), 1905-- In Maynard Town Reports, entry 2.

Number of arrests classified by type of offense, total arrests. 1909 includes number, disposition of cases classified by types of offenses; 1914-16, 1918, 1922-23 includes amount, purpose of expenditures; total receipts, expenditures; 1914-16, 1918, 1920-24 includes amount received from district court fines; 1914-16, 1918, 1922-27 includes amount of appropriation; 1918-- includes statement of departmental activities.

Arrests, Complaints, Accidents

193. (ORIGINAL RECORD OF ARRESTS), 1909--. 1 bdl., 17 vols.

Original record, summary of which is transposed to Record of Arrests, entry 194, containing:

- i. Arrest cards: Name of town, prisoner, officer; date, time of offense; remarks.
- ii. Arrest record: Name, address, birthplace, occupation, marital status, physical description of prisoner; nature, date of offense, place, date of arrest; name of officer, names of member of family, remarks.

Cards, no obvious arr.; record, arr. chron. by date of arrest. No index. Hdw. on ptd. form. Bdl. $4\frac{1}{2}$ x $7\frac{1}{2}$ x 5; vols. 70 pp. $7\frac{1}{2}$ x $11\frac{1}{4}$ x $\frac{1}{2}$. General va., Lockup Bldg.

194. RECORD OF ARRESTS, 1909-22, 1924--. 2 vols.

Summaries of arrests taken from (Original Record of Arrests), entry 193: Name, age, nationality, physical description of defendant; name of officer, court justice; amount of bond, date of arrest, disposition of case. Arr. chron. by date of arrest. No index. Hdw. on ptd. form. 290 pp. 11 x $8\frac{1}{2}$ x 1.

1. Ibid., 1939, p. 63.

2. Ibid., pp. 19, 20.

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Police Department - Arrests,
Complaints, Accidents

195. COMPLAINT SHEET, 1937--. 1 file drawer. System estab. 1937. Record of complaints received: Name, address, telephone number of complainant; name of person receiving, investigating complaint; nature, manner of receipt, date, time of complaint. Arr. chron. by date of complaint. No index. Hdw. on ptd. form. 11 x 13 x 26.

196. RECORD (of Automobile Accidents), 1926--. 1 vol. System estab. 1926.

Name of operators involved and officer at scene of accident; license and registration numbers, makes of vehicles; description, place, date of accident. Arr. chron. by date of accident. No index. Hdw. 504 pp. 14 x 9 x $\frac{1}{2}$.

Motor Vehicle Records

197. NOTICE OF INTENDED SALE OR TRANSFER OF MOTOR VEHICLE, 1936--. 3 bdl. in 1 file drawer.

Name, address of purchaser or transferee, previous owner, vendor of vehicle; type, model, year of manufacture of vehicle; maker's, engine registration number; date of notice, signature of owner. On reverse is permission to sell or transfer vehicle: Name of town, vehicle owner; date of permission to sell or transfer vehicle. Arr. chron. by date of notice. No index. Hdw. on ptd. form. $4\frac{1}{2}$ x $7\frac{1}{2}$.

Miscellaneous

198. TRUANT CARD, 1906-8, 1913-14. 1 bdl. System discont. 1914. Truant cases reported by truant officer: Name of truant officer, school, principal, teacher; name, address, grade number of pupil; date of report. No obvious arr. No index. Hdw. on ptd. form. $3\frac{1}{2}$ x 6. General va., Lockup Bldg.

XXXVII. LOCKUP KEEPER¹

Although the annual report for 1872 shows the appropriation of \$455.70 for the establishment of a town lockup,² no mention is found in the town records or the selectmen's records of the appointment of a lockup keeper until 1882.³ The following year the appointment is again shown and there

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1872, p. 9, see entry 2.

3. Selectmen's Records, I, 3-38 passim.

Lockup Keeper

is an expense item listed for "watching the lockup";¹ the appointment is not made all years thereafter, although the reports indicate that the duties of the keeper were performed even when no appointment was mentioned. In the annual report for 1896 an entry is found for "three years' service as lockup keeper, \$22.50."² In 1916 there was a "special officer and lockup keeper."³ From 1900 to 1935 the appointment was made irregularly by the selectmen;⁴ no appointment was made in 1936, but the office has been filled for the past 3 years.⁵

No records were found for this office.

XXXVIII. CONSTABLES⁶

Three constables were elected at the first town meeting in 1871 and were given the additional duties of truant officers.⁷ For the work in connection with truancy the annual report for the year includes an item of \$10 extra pay.⁸ They were relieved of the work on truancy in 1890 when this work was given to the police department.⁹

The early duties of the constables included the care and feeding of tramps, serving of notices for town meetings, and the preservation of order.¹⁰ Three constables are still elected each year at the annual election.¹¹

No records were found for this office.

XXXIX. BOARD OF FIRE ENGINEERS⁶

Fire engineers appear in the Maynard records as early as 1890, when five were appointed by the selectmen.¹² Previous to this time, however, the town had made purchases of fire apparatus and had from four to eight

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1. Ibid., p. 41; Town Reports, 1883, p. 10, see entry 2.
 2. Ibid., 1896, p. 8.
 3. Ibid., 1916, p. 86.
 4. Selectmen's Records, II, 46, 162, 263, see entry 1; Minutes of Town Meetings, vol. E, p. 482, see entry 20.
 5. Selectmen's Records, III, 248, see entry 1; Minutes of Town Meetings, vol. F, pp. 163, 239, see entry 20.
 6. For statutory origin and development of this office, see Town and City Government in Massachusetts.
 7. Minutes of Town Meetings, vol. A, p. 9, see entry 20.
 8. Town Reports, 1873, p. 10, see entry 2.
 9. Minutes of Town Meetings, vol. A, p. 403, see entry 20.
 10. Town Reports, 1885, pp. 9, 10; 1899, p. 8; 1892, pp. 7, 9; 1898, p. 87, see entry 2.
 11. Minutes of Town Meetings, vol. F, p. 239, see entry 20; Town Reports, 1939, p. 3, see entry 2.
 12. Selectmen's Records, I, 120, see entry 1.

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fire wardens appointed by the selectmen.¹

A committee of two served with the selectmen to recommend a building for the fire department in 1890;² a formal report of the department was made in 1892 showing a personnel of four engineers and 35 firemen.³ The selectmen appointed three engineers in 1893 and 1894;⁴ four were appointed in 1901⁵ and three each year until 1923.⁶ The number was increased to four again in 1924 and 1925⁷ and to five from 1927 to 1932.⁸ It has remained at three from 1932 to the present time.⁹

Other appointments have been made to the fire department at various times. In 1907 a forest warden was appointed; the appointment was made again the next year.¹⁰ Reports of the office from 1909 to 1938 indicate that he was appointed most, if not all, of these years; the reports are sometimes signed "forest fire warden."¹¹ In some years the chief of the fire engineers has been the forest warden.¹²

The department reported in 1939 that it had two permanent men on duty at the fire station, but no permanent fire chief.¹³

In addition to the following records, see entry 2-ii a, f, k, for reports of committees on purchase of fire apparatus 1891, 1912; entry 6 for chief's approval of applications for licenses to store inflammables 1936--.

199. (ANNUAL REPORT OF BOARD OF FIRE ENGINEERS), 1892-95, 1897--.
In Maynard Town Reports, entry 2.

Contains:

- i. Financial report:
 - .a. Appropriations, amount of.
 - b. Receipts and expenditures, list of: Amount, source or purpose of receipt or expenditure; total expenditures, balance.
- ii. Narrative report on departmental activities, losses by fire, purchases, condition of equipment.
- iii. Personnel record, 1923: Name, company designation of fireman. 1914-38 includes location of fire alarm boxes, instructions for ringing in alarms.

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1. Ibid., I, 41 to 120 passim.
 2. Town Reports, 1891, p. 8, see entry 2.
 3. Ibid., 1893, p. 59.
 4. Minutes of Town Meetings, vol. B, pp. 63, 93, see entry 20.
 5. Town Reports, 1902, p. 35, see entry 2.
 6. Selectmen's Records, II, 96, 198, 321, 423, see entry 1.
 7. Ibid., II, 449, 482.
 8. Ibid., p. 531; III, 39, 134.
 9. Ibid., III, 134, 198, 283.
 10. Town Reports, 1908, p. 127, see entry 2.
 11. Ibid., Feb. 1914, p. 38.
 12. Ibid., 1924, p. 46; 1939, pp. 20, 21.
 13. Ibid., pp. 16-20.

200. FIRE RECORD BOOK, Feb. 15, 1890-1926, Apr. 1934--. 1 vol. Name, address of property owner, occupant; name of officer in command, assistant chief; location, description, purpose of use of building; cause, location, date, time of fire; amount of fire loss; amount of insurance carried, paid on building, contents; valuation, loss of building, contents; types of apparatus used, miles traveled; number of feet of hose and ladders, gallons of chemicals used; alarm-box number, time of dismissal. Arr. chron. by date of fire. No index. Hdw. on ptd. form. 275 pp. 10 $\frac{1}{2}$ x 16 x 1 $\frac{1}{4}$. Safe, Fire Station.

XL. DOG OFFICER¹

A dog officer was appointed by the selectmen in 1925, but some of the duties of the office are mentioned in the town reports as early as 1893, when an expense item of \$3.00 is recorded for serving notices on owners of unlicensed dogs.² In 1896 one of the policemen collected the dog tax,³ and in 1907 reference is made in the annual report to the collection of the dog taxes.⁴ The office was separated from other offices in 1925, although the chief of police was the official who was appointed dog officer.⁵ He was appointed again in 1938 and 1939.⁶ The officer addresses his reports to the selectmen.⁷

201. (ANNUAL REPORT OF DOG OFFICER), 1934, 1937-38. In Maynard Town Reports, entry 2.

Statement of departmental activities; amount of dog taxes collected, number of dogs killed.

XLI. SEALER OF WEIGHTS AND MEASURES¹

Since the first annual town meeting in 1871 the appointment of one man to serve as sealer of weights and measures for a 1-year term has appeared almost uniformly in the town records and in the records of the

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Reports, 1893, p. 10, see entry 2.

3. Ibid., 1896, p. 7.

4. Ibid., 1907, p. 7.

5. Ibid., 1925, p. 23; Minutes of Town Meetings, vol. E, p. 8, see entry 20.

6. Town Reports, 1938, pp. 19, 21; 1939, pp. 14, 15, see entry 2.

7. Ibid., 1939, p. 15.

selectmen.¹ Exceptional years are 1871² and 1907,³ in which years two were appointed, and 1873⁴ and 1874,⁵ years in which no record of the appointment is found in the selectmen's files. According to a report which the officer submits to the selectmen, he tests and seals scales, measures, and some commodities, and periodically examines the licenses of peddlers.⁶ The selectmen make the appointment.⁷

Except where otherwise noted, all records are in the residence of William H. O'Brien (sealer), 47 Great Road.

202. (ANNUAL REPORT OF SEALER OF WEIGHTS AND MEASURES), 1908, 1914--
In Maynard Town Reports, entry 2.

Statement of departmental activities; type of commodity sold by vendors; number of pounds per bushel, peck; number of ounces per quart, excerpts from state laws governing weights and measures; types, number of weighing and measuring devices inspected. 1917, 1920-22, 1932 includes amount of receipts from adjustment and sealing fees and licensing of peddlers and hawkers.

203. (SEALER'S FIELD BOOK), 1934--. 7 vols. (dated).

Daily record of scales, weights, capacity measures, automatic measuring devices, linear measures tested: Name, address, business of owner; date of inspection, record; type of device, description of sealer's work; amount of legal fees, adjusting charges; number of devices sealed, condemned; certification of receipt of payment, signature of sealer. Arr. chron. by date of inspection. No index. Hdw. on ptd. form. 100 pp. 5½ x 11 x 11.

204. SEALER'S (Office) RECORD, 1926--. 2 vols.

Permanent record copied from (Sealer's Field Book), entry 203. Arr. chron. by date of inspection. No index. Hdw. on ptd. form. 100 pp. 14 x 24 x 3/4.

205. PACKAGE REWEIGHING, 1934--. 1 vol.

Record of reweighing of commodities put up from bulk for immediate delivery: Name of sealer; date, time, place of inspection; name, address, business of owner; description, weight of commodity; total number of reweighings; number of commodities found correct, under, over; remarks of sealer. Arr. chron. by date of inspection. No index. Hdw. on ptd. form. 100 pp. 5½ x 7 x 1.

1. Minutes of Town Meetings, vol. A, p. 9 to vol. F, p. 239, see entry 20; Selectmen's Records, I, 3 to III, 283 passim, see entry 1.

2. Ibid., vol. A, p. 9, see entry 20; Selectmen's Records, I, 3, see entry 1.

3. Ibid., II, 168.

4. Ibid., p. 8.

5. Ibid., p. 11.

6. Town Reports, 1935, p. 16; 1938, p. 14, see entry 2.

7. Selectmen's Records, I, 3; III, 283, see entry 1.

206 (RECORD OF COAL REWEIGHING), 1934-- 1 vol

Name, business address of seller; name, address of purchase; name of sworn weigher, teamster; place, time, results of reweighing; number of pounds overweight or underweight, weight certificate number, serial number of record; remarks, signature of sealer. Arr. chron. by date of reweighing. No index Hdw on ptd. form. 100 pp. 4 x 6 $\frac{1}{2}$ x 1.

XLII. MEASURERS OF WOOD AND BARK¹

The office of measurer of wood and bark was one of those established at the first annual town meeting, when one person was appointed to the position by the selectmen.² This procedure was also followed the next year;³ no further appointment is shown in the records, however, until 1886, when the selectmen appointed five.⁴ A similar appointment was made in 1887,⁵ in 1889 two were appointed and eight in 1890.⁶ From 1891 to the present time three have been elected at each annual meeting. The election method is by acclamation.⁷

No records were found for this office.

XLIII PUBLIC WEIGHERS¹

Since 1872 there have been varying numbers of public weighers, appointed by the selectmen and serving 1-year terms. From 1872 to 1876 there were 2 weighers appointed;⁸ 3 from 1877 to 1883⁹ and from 2 to 6 from the latter year to 1917.¹⁰ In 1918, 10 were appointed,¹¹ and in 1 year 14.¹² For the 4-year period ending in 1939 the annual appointment of 11 public weighers is found in the records.¹³ In some years no reference to the appointment is found in the selectmen's records.¹⁴

No records were found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., p. 52.

4. Ibid., p. 52 to p. 302, passim.

5. Ibid., p. 316.

6. Ibid., pp. 368, 403.

7. Ibid., p. 440; vol. C, p. 264, vol. D, p. 256; vol. F, p. 239; Town Reports, 1939, pp. 24, 25, see entry 2.

8. Selectmen's Records, I, 6, 11, 13, 15, see entry 1.

9. Ibid., pp. 19, 24, 28, 30, 34, 38, 41.

10. Ibid., pp. 44, 120; II, 4, 162, 301.

11. Ibid., p. 321.

12. Ibid., p. 531.

13. Ibid., III, 232, 248, 272, 283.

14. Ibid., I, 8; II, 70, 193, 210.

XLIV. FENCE VIEWERS¹

The office of fence viewer was established at the first annual town meeting when three were elected to serve a term of 1 year.² The office was filled in this manner through 1874;³ the following year and until 1884 the selectmen served as the fence viewers.⁴ There is no mention in the town records of fence viewers in the years 1885 and 1886;⁵ the selectmen served again in 1887, 1888, 1890, 1892 and 1893;⁶ the office was filled by election in 1889 and 1891.⁷ Since 1894 three fence viewers have been elected at each annual town meeting.⁸

No records were found for this office.

XLV. FIELD DRIVERS¹

Two persons were elected from the floor at the first annual town meeting to serve as field drivers for 1-year terms.⁹ For the next 3 years the number elected in this manner was three;¹⁰ they were appointed by the selectmen in 1875.¹¹ In 1876 and 1877 they were again elected by the town meeting,¹² and from 1878 to 1880 the selectmen served as the field drivers.¹³ The office was variously filled by elected members or the selectmen from 1881 to 1892.¹⁴ Since 1893, however, three field drivers have been elected each year except 1902. The election is by acclamation.¹⁵

No records were found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meeting, vol. A, p. 9, see entry 20.

3. Ibid., p. 95.

4. Ibid., p. 113 to vol. B, p. 93 passim.

5. Ibid., vol. A, pp. 288 to 302 passim.

6. Ibid., pp. 316, 336, 403; vol. B, pp. 32, 63.

7. Ibid., vol. A, pp. 368, 440.

8. Ibid., vol. B, pp. 93, 402; vol. C, p. 378; vol. F, p. 239.

9. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

10. Ibid., pp. 52, 79, 95.

11. Ibid., p. 113.

12. Ibid., pp. 130, 153.

13. Ibid., pp. 174 to 311 passim.

14. Ibid., pp. 211, 226, 273, 336; vol. B, p. 32.

15. Ibid., vol. B, pp. 63, 320; vol. C, p. 300; vol. D, p. 310; vol. F, p. 239; Town Reports, 1938, p. 25, see entry 2.

XLVI. MODERATOR¹

Since the first town meeting in 1871 a moderator has been elected annually at the beginning of each annual town meeting.² The moderator at first was permitted to conduct the meetings through the exercise of such rights of parliamentary procedure as were outlined in Cushing's Manual; this latter provision was disapproved by the attorney general's office in 1939, however.³

The moderator has appointed a number of important town committees at various times. One of the most consistent of his appointments has been concerned with town finances. In 1901 he appointed the selectmen as part of a committee to make recommendations for expenditures;⁴ in 1914 he appointed an 'advisory and finance committee' of 11⁵ and since 1915 has annually appointed 3 persons to serve 3-year terms as part of a finance committee of 9.⁶

In 1921 the moderator named a special committee of 21 persons to supervise arrangements for the observance of the town's fiftieth anniversary.⁷ He named a body to report on the establishment of a town forest in 1922,⁸ three persons to study the setting up of a planning board in 1926⁹ and five persons to study an underground water supply system for the town in 1935.¹⁰ Various other appointments are made by the officer when necessary.¹¹

No records were found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, pp. 9, 302; vol. B, p. 320; vol. D, p. 62; vol. F, 239, see entry 20.

3. Town Reports, 1939, p. 60, see entry 2.

4. Ibid., 1901, p. 23.

5. Ibid., 1914, p. 93.

6. Minutes of Town Meetings, vol. D, pp. 4, 455; vol. E, pp. 8, 295; vol. F, p. 239, see entry 20.

7. Town Reports, 1921, p. 48, see entry 2.

8. Ibid., 1922, p. 53.

9. Ibid., 1926, p. 51.

10. Ibid., 1935, p. 68.

11. Ibid., 1935, pp. 51-69; 1939, pp. 38-51.

XLVII. POUND KEEPER¹

At the first town meeting in 1871 one man was elected pound keeper;² in the same year it was voted to provide the town with a pound for animals and to give the pound keeper the necessary equipment and supplies.³ It was also voted to "accept an act for the impounding of cattle."⁴

The office is not mentioned regularly in the annual reports or town records until 1907, after which the selectmen's records show the appointment of one pound keeper each year until 1934.⁵ The town records mention the appointment from 1913 through 1939.⁶ One year, 1925, the pound keeper was also the superintendent of streets.⁷

No records were found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Ibid., p. 16.

4. Ibid., p. 20.

5. Selectmen's Records, II, 168 to III, 198, passim, see entry 1.

6. Minutes of Town Meetings, vol. C, p. 378; vol. D, p. 418; vol. E, p. 362; vol. F, p. 239, see entry 20.

7. Town Reports, 1925, p. 23, see entry 2.

PART C. DEFUNCT OFFICES

XLVIII. FISH REEVES¹

This office appears only once in the available Maynard records, when in 1871 five were elected by the town at the first annual meeting.² The term of office was one year.

No records have been found for this office.

XLIX. LIQUOR AGENT¹

The office of liquor agent is found in the selectmen's records for the year 1871, but not afterward. One person was appointed by the selectmen to fill the office.³ In later years partial control over the sale and licensing of liquor was provided by the selectmen.⁴

No records have been found for this office.

L. MEASURER OF LUMBER¹

The selectmen appointed a measurer of lumber to serve a 1-year term at the first annual town meeting in 1871.⁵ While the number of incumbents in the office varied, the method of appointment was used through 1890. In 1872 there were five measurers;⁶ no record of the appointment is shown for 1873.⁷ After this year the number was as small as two in 1874 and as high as seven in 1883, 1889, and 1890.⁸ In most years there were four, five, or six measurers.⁹

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Minutes of Town Meetings, vol. A, p. 9, see entry 20.

3. Selectmen's Records, I, 3, see entry 1.

4. Town Reports, 1893, p. 5 et seq., see entry 2.

5. Selectmen's Records, I, 3, see entry 1.

6. Ibid., p. 8.

7. Ibid., p. 6.

8. Ibid., pp. 11, 41, 97, 120.

9. Ibid., pp. 13, 19, 34, 73, et seq.

The office does not appear in the records after 1890, and no records have been found.

LI. SEXTON¹

The selectmen appointed a sexton in 1872 to serve for 1 year.² The appointment was made each year until 1894, after which it no longer shows in the records.³

A system of payments for the sexton was arranged whereby he received \$4 for each adult interred and \$3 for each child. The selectmen reserved the right to fix charges to be made for certain burials.⁴

No records have been found for this office.

LII. SUPERINTENDENT OF STREET LAMPS¹

The superintendent of street lamps is one of the appointments made annually by the selectmen during the years preceding the town's acceptance of electric lighting for its streets. The appointment is shown in the selectmen's records from 1884 to 1891.⁵

No records have been found for this office.

LIII. BURIAL AGENT¹

The annual appointment of a burial agent is shown in the records of the selectmen from 1900 through 1910 and from 1931 to 1937.⁶ No appointment is recorded for the years 1911 to 1930 and 1938 and 1939.⁷

No records have been found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Selectmen's Records, I, 6, see entry 1.

3. Ibid., pp. 6, 19, 38, 61, 120, 231.

4. Ibid., I, 6.

5. Ibid., pp. 44, 68, 97, 152, see entry 1.

6. Ibid., II, 46, 148; III, 88, 198, 248.

7. Ibid., II, 210 to III, 88 passim.

LIV. INSPECTOR OF PETROLEUM¹

When the General Court enacted a measure in 1930 setting up a uniform system of fire protection throughout the Commonwealth, one of the provisions called for the establishment of the office of inspector of petroleum in the towns. The act stipulated that the selectmen should annually appoint such an inspector, and that he should enforce the rules and regulations relative to the storage and sale of gasoline and other petroleum products.²

The appointment of the petroleum inspector first appears in the Maynard town records in 1931, when one was appointed by the selectmen.³ The appointment was made again in 1932 and 1933;⁴ the following year the office was abolished and the duties given to the fire department.⁵

This arrangement has not proven entirely satisfactory in Maynard. In 1939 the fire engineers reported that "The law required that a permit for the storage of oil must be posted on the premises, and a great many are storing oil without permits." The engineers recommended the employment of a permanent chief of the fire department as a means of more adequately enforcing the laws regarding petroleum products.⁶

No records have been found for this office.

1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Acts, 1930, ch. 399, sec. 18.

3. Minutes of Town Meetings, vol. E, p. 265, see entry 20.

4. Ibid., pp. 295, 362.

5. Acts, 1934, ch. 182, sec. 2.

6. Town Reports, 1939, p. 18, see entry 2.

Appendix

State Archives Pertaining to the Town of Maynard

The following archives are kept in a folder titled Acts 1871, Chap. 198, in room 438, State House, Boston.

1. (PETITION FOR SEPARATION AND INCORPORATION), Jan. 1871. 1 sheet.

Henry Fowler and seventy others, inhabitants of the northern part of Sudbury and the eastern part of Stow being parts of the said towns called Assabet, represent that they are situated in the extreme part of the towns to which they belong; that they are at the distance of five miles from the center of Sudbury and three miles from the center of Stow; that there is no convenient intercourse by any regular mode of conveyance with those centers and from their variance with said towns in pursuits and interests they are subject to great and injurious inconveniences in exercising their legal rights as voters and citizens; that they are deprived of their fair share of educational advantages and street improvements according to taxation; therefore these evils can only be remedied by incorporating your petitioners into a distinct municipality which will consist of about fifteen hundred inhabitants, more than three hundred families, and included in said territory is a woolen manufactory with a very important water power and a paper mill; wherefore your petitioners pray that the above-named territory may be incorporated into a town bearing the name of Maynard with all the powers, privileges, and rights of a town with certain boundary lines and furthermore your petitioners pray that an equitable share of all funds, credits and other public property real and personal, may be decreed to them and that they may be required to assume and pay their just proportion of the debts and liabilities of their respective towns, such portions to be assessed when and in what manner commissioners appointed by your Honorable Body may determine. In House of Representatives Jan. 26, 1871, referred to com(mittee) on towns; in Senate, Jan. 27, 1871, concurred. Hdw. 1 p. 8 x 48.

2. (PETITION BY INHABITANTS OF ASSABET), Jan. 1871. 1 sheet.

Benjamin Smith and 56 others, inhabitants of the owners of real estate in the Northern part of Sudbury and the Eastern part of Stow being those parts commonly called Assabet, respectfully pray that the petition of Henry Fowler and others for the incorporation of said territory into a town may be granted. In House of Representatives, Jan. 26, 1871, referred to com(mittee) on towns; in Senate Jan. 27, 1871, concurred. Hdw. 1 p. 8 x 24.

3. (PETITION FOR INCLUSION IN MAYNARD), Feb. 14, 1871. 1 sheet.

Webster Cutting and 6 others, residents of the territory surrounding the village of Assabet humbly represent that we are desirous of being incorporated into the new town petitioned for by Henry Fowler and others and

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therefore petition in aid of the same. In Senate February 17, 1871, presented by Mr. Rhodes of Bristol and referred to committee of towns; in House of Representatives, Feb. 18, 1871, concurred. Hdw. 1 p. 8 x 12 $\frac{1}{2}$.

4. (PETITION OF RESIDENTS OF STOW AND SUDBURY), Feb. 1871. 1 sheet.

Ebenezer Stuart and 12 others, legal voters and property holders in the northern part of Sudbury and Eastern part of Stow, respectfully pray that the petition of Henry Fowler and others for the formation of the said territory into a new town being the name of Maynard may be granted. In Senate Feb. 17, 1871, presented by Mr. Rhodes of Bristol and referred to committee on towns; in House of Representatives, Feb. 18, 1871, concurred. Hdw. 1 p. 8 x 25.

5. (PROTEST AGAINST SEPARATION), Feb. 1871. 1 sheet.

B. W. Gleason and 27 others, inhabitants and qualified voters of the Town of Stow would respectfully remonstrate against the creation of a new town as prayed for by Henry Fowler and others by the taking from our small town of Stow, the most thrifty portion, the only portion that has increased in its population and its valuation for the past ten years and we decidedly object to the taking of a portion of our citizens into a new town and compelling them to pay a portion of the large town debt of Sudbury; this would be manifestly unfair and unjust and we believe if action in this matter is delayed for a few years the condition of things will be so changed as to make it comparatively easy to correct all inconveniences now supposed to exist for the wants of a new town. In Senate Feb. 15, 1871, presented by John Fletcher, Jr., of Middlesex and referred to committee on towns; in House of Representatives Feb. 16, 1871, concurred. Hdw. 1 p. 8 x 19.

6. (PROTEST BY RESIDENTS OF STOW), Feb. 1871. 1 sheet.

Calvin Hale and other legal voters of the town of Stow respectfully and urgently remonstrate against having our small town divided for the purpose of forming a new town as prayed for by the petition of Henry Fowler and others, taking, as it is proposed, about one half of our population and more than a third part of the valuation as it would leave our ancient town in a weak and crippled condition to which we most decidedly object. In House of Representatives, Feb. 27, 1871, referred to committee on towns; in Senate Feb. 28, 1871, concurred. Hdw. 1 p. 7 $\frac{1}{2}$ x 21 $\frac{1}{2}$.

7. (PROTEST AGAINST SEPARATION), Feb. 1871. 1 sheet.

Henry Gates and 71 other legal voters of the town of Stow respectfully and urgently remonstrate against having our small town divided for the purpose of forming a new town according to the petition of Henry Fowler and others "taking about one half our population and more than a third part of the valuation, it would leave our ancient town in a weak and crippled condition to which we most decidedly object." In House of Representatives Mar. 1, 1871, referred to committee on towns; in Senate, Mar. 2, 1871, concurred. Hdw. 1 p. 8 x 26.

8. (ACT TO INCORPORATE TOWN OF MAYNARD), April 13-19, 1871. 4 sheets.

Bill enacted by the Senate and House of Representatives in the General Court that all the territory within the towns of Stow and Sudbury comprised within certain well defined limits is hereby incorporated into a town by the name of Maynard and said town of Maynard is invested with all the powers, privileges, rights, and immunities and subject to all the duties, liabilities and requisitions to which other towns are entitled and subjected by the constitution and laws of this commonwealth; inhabitants of said town shall be held to pay all arrears of taxes which have been legally assessed upon them and all taxes heretofore assessed and not collected shall be collected and paid to treasurers of said towns of Stow and Sudbury; Towns of Sudbury and Maynard shall be liable for the support of all persons who stand in need of relief or support; all the corporate property of the town of Stow situated within the limits of the town of Maynard shall become the absolute property of the town of Maynard except the town farm, and said town shall not be liable for the payment of any debt or liabilities of said Town of Stow; all the public property of Town of Sudbury shall remain the property of the said town except the real property of the same situated within the limits of the Town of Maynard and neither of said towns shall be required to pay anything to the other on account thereof, and said Towns of Stow and Maynard shall equally bear the expense of making the survey and establishing the line between the two Towns of Sudbury and Maynard shall equally bear the expense of establishing the line between aforesaid towns; in any disagreement with respect to amount of the debts and liabilities of said town of Sudbury at date of passage of act and said amount to be paid to Town of Sudbury the Supreme Court may appoint three competent disinterested persons upon petition of either of said towns to hear the parties and award thereon; Town of Maynard, for purpose of electing representatives to the General Court shall remain a part of said Towns of Stow and Sudbury and vote therefor at such places as said Towns of Stow and Sudbury vote; any justice of the peace within and for County of Middlesex may issue his warrant directed to any inhabitant of the Town of Maynard requiring him to notify the inhabitants qualified to vote to meet at time and place appointed for purpose of choosing such town officers as towns are authorized by law to choose. In Senate, April 8, 1871, passed to be engrossed; in House of Representatives April 13, 1871; approved April 19, 1871. Hdw. 6 pp. $7\frac{1}{2}$ x $9\frac{1}{2}$.

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PUBLICATIONS OF THE HISTORICAL RECORDS SURVEY IN MASSACHUSETTS

Note: Except where noted, all volumes are published at the state headquarters of the Historical Records Survey, Sharp School, Pinckney & Anderson Streets, Boston, Mass.

- Abstract and Index of the Records of the Inferiour Court of Pleas (Suffolk County Court) Held at Boston, 1680-1698, (iii, 224 pp., mim., 1940).
- American Portraits, 1620-1825, Found in Massachusetts, 2 vols., (iv, 254 pp. and 318 pp., mult. dupl., May, 1939).
- Brief History of the Town of Braintree in Massachusetts, 1640-1940, compiled and written for the Tercentenary Committee, Marion Sophia Arnold, ed., (64 pp., Boston, Thomas Todd Co., 1940).
- Calendar of the General Henry Knox Papers in the Boston Public Library, (ii, 19 pp., mult. dupl., May, 1939).
- Calendar of the Letters of Charles Robert Darwin to Asa Gray, (vii, 148 pp., mult. dupl., December, 1939).
- Calendar of the Ryder Collection of Confederate Archives at Tufts College, (v, 165 pp., mim., 1940).
- Diary and Journal, 1755-1807, of Seth Metcalf, (iii, 31 pp., mult. dupl., October, 1939).
- Description of the Manuscript Collections of the Massachusetts Diocesan Library, (ii, 81 pp., mult. dupl., February, 1939).
- Guide to Manuscript Depositories in Massachusetts, (ii, 160 pp., mim., September, 1939).
- Index to the Hampshire Gazette, 1786-1937, 3 vols., (vii, 213, 217, and 295 pp., mim., May, 1939).
- Index to the Proclamations of Massachusetts, 1620-1936, 2 vols., (xvii, 200 and 153 pp., mim., April, 1937).
- Inventory to the County Archives of Massachusetts, No. 5, Essex County, (ii, 370 pp., mim., December, 1937).
- Inventory of the Town and City Archives of Massachusetts, (Series) No. 6 Franklin County
Vol. I Ashfield, (ii, 108 pp., mim., 1940).
Vol. II Bernardston, (iii, 90 pp., mim., 1941).
Vol. III Buckland, (ii, 74 pp., mim., 1940).

List of Publications

Inventory of the Town and City Archives of Massachusetts, (Cont'd)

No. 7 Hampden County

Vol. V Chicopee, (xi, 296 pp., mult. dupl., and mim.,
October, 1939).

No. 10 Middlesex County

Vol. V Ayer, (iii, 150 pp., mult. dupl., 1941).

Vol. XXIX Maynard, (iii, 149 pp., mult. dupl., 1941).

No. 11 Norfolk County

Vol. I Avon, (ii, 83 pp. mult. dupl., May, 1939).

Vol. II Bellingham, (ii, 76 pp., mult. dupl., August, 1939).

Vol. IV Brookline, (v, 348 pp., mult. dupl., 1940).

Vol. XI Holbrook, (iii, 179 pp. mult. dupl., 1941).

No. 13 Suffolk County

Vol. I, Part 5 Boston, (v, 356 pp., mult. dupl., 1940).

No. 14 Worcester County

Vol. II Athol, (iii, 232 pp., mult. dupl., 1941).

Vol. III Auburn, (iii, 89 pp., mim. February, 1940).

Vol. IV Barre, (iii, 132 pp., mim. 1940).

Vol. V Berlin (iii, 108 pp., mim. 1941).

Note: The following are reprints of the sketches of history and government for use in the respective public schools of the town concerned. Since they duplicate material already included in the respective city or town inventories, these reprints are not distributed separately to official depositories of Historical Records Survey publications.

Sketch of History and Government (reprints for use of public schools)

No. 6 Franklin County

Vol. I Ashfield, (iii, 48 pp., mim., 1941).

Vol. III Buckland, (ii, 36 pp., mim., 1940).

No. 11 Norfolk County

Vol. IV Brookline, (ii, 74 pp., mult. dupl., 1940).

Vol. XI Holbrook, (iii, 54 pp., mult. dupl., 1941).

No. 14 Worcester County

Vol. IV Barre, (ii, 45 pp., mim., 1940).