



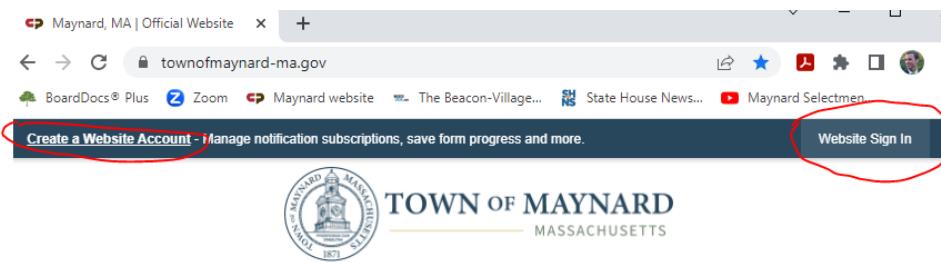
# TOWN ADMINISTRATOR'S REPORT



April 4, 2023

## ADMINISTRATION:

- The town's [new website](#) allows for residents to create a log in and register to receive notifications, alerts, and other information relative to their interests. Committee members can also request "Author" permissions to edit their specific body's webpage to be published by a town staff "Administrator".



- The Town Clerk's office has [information about elections](#), especially the upcoming local election scheduled for May 2, 2023.
- Temporary bleachers to support spring programming are scheduled to be delivered April 24, 2023 to Alumni Field to replace the demolished Visitor Side bleachers.
- The Town Clerk's Office is expected to be closed on June 8-9, 2023 while the office's staff attends the annual Massachusetts Town Clerk's Association (MTCA) conference.
- Governor Healey signed into law a FY23 supplemental budget package (becoming Chapter 2 of the Acts of 2023) that includes an extension of certain COVID-19 relief measures including authority for public bodies, agencies and commissions, to hold meetings remotely until March 31, 2025, which is currently set to expire at the end of this month.
- Tours of 1 Summer Street (old fire station) are continuing to be hosted by contracted real estate broker firm O'Brien Commercial Properties, Inc. Interested parties are registering to

receive the Request For Proposals (RFP) that is available for the disposition of 1 Summer Street, the old fire Station:

<https://www.townofmaynard-ma.gov/35/Doing-Business>

- Ken DeMars, Maynard Retirement Board administrator, moved his office space to the first floor in Town Hall, recently renovated by Kyle Brainard, Assistant Facilities Director.



- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan are completing interviews for a new Assistant Town Administrator/Executive Director of Municipal Services.
- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan are conducting a search for a new Finance Director/Town Accountant.
- TA Johnson and HR Manager Duggan co-hosted with consultant NFP an Insurance Advisory Committee (IAC) with attendees from the town's employee unions for proposals to consider as health insurance plan design changes.
- TA Johnson and HR Manager Duggan are scheduled to begin regular collective bargaining agreement negotiations with NEPBA Police unions (Patrolmen and Superior Officers), and are expecting to coordinate the start of negotiations with AFSCME Clerical Union.
- TA Johnson and HR Manager Duggan are planning to attend a Massachusetts Municipal Human Resources Association (MMHR) professional development session on April 13, 2023, at Devens. The Massachusetts Municipal Human Resources and Management Associations joint meeting is a discussion about building a management team, led by Leadership Management International Managing Partner Marc Wey.
- TA Johnson is planning to take Personal Time Off (PTO) from April 15-23, 2023.
- Town offices closed in observance of Patriots Day on Monday, April 17, 2023.

- TA Johnson attended the Finance Committee meeting on Monday, April 3, 2023 to answer questions regarding the Select Board's FY24 General Fund and Free Cash allocation articles for the warrant for the Annual Town Meeting.
- This year's National Telecommunicator Week is April 9th-15th, 2023. This is a week recognizing our Telecommunicators (Dispatchers). TA Johnson has submitted a letter to the Telecommunicators thanking them for their public service. Vigilant
- TA Johnson is scheduled to attend a meeting with Town Counsel and the Regional Housing Services Office (RHSO) and representatives of Civico Development to plan for the application of a Regulatory Agreement pertinent to the closing of the sale of 12 Bancroft Street.

## **PUBLIC WORKS:**

- Director of Public Works (DPW) Justin DeMarco reports that the town of Westborough has passed a stormwater utility bylaw. This action was part of a recent recommendation to the Select Board by Director DeMarco to consider for the town of Maynard, and would establish a stormwater utility enterprise fund that would operate similar to a water/sewer enterprise fund. Fees generated from residential and commercial users would be used to maintain the town's network of stormwater drains, catch basins, etc.
- The Tree Committee (advisory body to the Town Administrator who works directly with Director DeMarco), is advertising a "Week of Trees" April 22-29, 2023:

Saturday, April 22 - Earth Day! at the Maynard Library 10am-2pm with an information tables-all things green.

Saturday, April 22 - Island transformation at the Summer St. parking lot, 10am-2pm with plantings.

Wednesday, April 26 – "Old Growth Trees" author & photo event: Lynda Mapes, Neil Pederson, Andre Strongbearheart & Brent Mathison @ The Sanctuary 6-8pm.

Friday, April 28 - Tree planting demonstration at Town Hall 10am, Arbor Day planting: A Sourwood "Lily-of-the valley-tree" (Oxydendrum arboreum)

Saturday, April 29 - Arbor Day! 10-10:30am Town Hall with a Tree Dedication Event

## **FIRE DEPARTMENT:**

- Maynard Fire and Police responded to Powder Mill Circle 3-alarm fire on Wednesday, March 22, 2023: Maynard Fire responded to a structure fire on Powder Mill Circle. One resident was transported as well as one firefighter, both with minor injuries. The cause of the fire is under investigation.
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- The community's oldest living resident is a retired firefighter for the Town of Lynn. The Maynard Fire Department showed our appreciation for his service with a drive-by parade during his birthday celebration at Camellia Gardens. Rocco turned 104!!!!



- Four of the members attended Active Shooter Hostile Event Training (ASHER) in Lynnfield with mutual aid fire departments, police officers, and dispatchers. There are two more training scheduled for April and May.

## **COUNCIL ON AGING:**

- The Council on Aging is open Monday through Friday from 9:00 a.m. to 3:00 p.m. The COA provides information and referral for supportive services including home care, health insurance counseling, fuel assistance, food resources, housing, legal issues, public assistance programs and transportation. The Council on Aging accepts and lends durable medical equipment.
- The Council on Aging van service provides transportation Monday through Friday from 7:00 a.m. to 3:00 p.m. Destinations include medical appointments, grocery shopping, banks, and salons. Special trips include Walmart in Hudson and Savers thrift store in Marlborough.

- Students from the COA's multi-media and acrylic painting classes, both taught by Maynard artist Margot Slowick, are exhibiting their work at the Maynard Library for the month of April.



- The Council on Aging is sponsoring senior pickleball at the Assabet Valley Boys & Girls Club.





- Due to popular demand, the COA is offering an additional section of a new fitness class called “Seated Senior Fitness” focused on improving balance, increasing strength and adding movement to all areas of the body.

- The COA continues to offer multiple fitness classes in-person and on Zoom. Social activities include cribbage, knitting, and cards. Monthly Grab-n-Go's remain a high attendance event with new seniors signing up each month.
- The COA is sponsoring an elder law series, held at the Maynard Library in the evening, provided by Generations Law Group.
- The COA produced a February/March newsletter promoting the COA's activities, including the Maynard COA Book Club, 6 Bridges Gallery exhibitions, Maynard Library programs, food and fuel resources, and Rep. Kate Hogan's monthly article. Also included were updates on the new Emerson Health Urgent Care facility at Maynard Crossing.
- The COA offers an iPad and Chromebooks lending program for those with limited financial resources to increase opportunities for Zoom classes, online activity, and the means to contact friends and family.

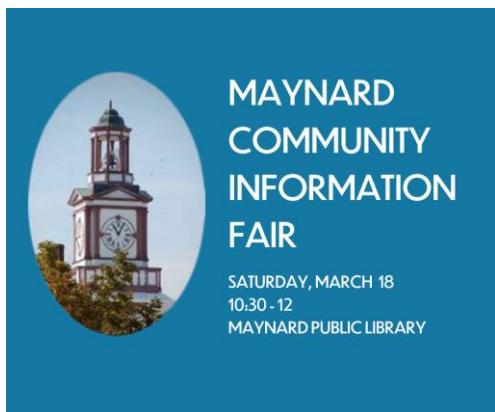


## **LIBRARY:**

- **Community Information Fair**

The Library organized and hosted our first-ever Community Information Fair on Saturday, March 18, 2023. Over 40 local groups, organizations, and committees participated, and 150 members of the public attended. The goals of this event were for attendees to: find out about the work that these groups do and how it might benefit community members, learn about

volunteer and membership opportunities, and get to meet their fellow Maynard residents. In addition, it was a chance for representatives of the groups to network with one another and look for collaboration opportunities. We want to give special thanks to our Adult Programming Coordinator, Sally Thurston, for her excellent work as the chief organizer of this event.



#### Participating groups:

AARP Tax-Aide  
ArtSpace INTERSECTION  
ArtSpace Maynard  
Assabet Co-op Market

Boys and Girls Club of Assabet Valley  
Cat Rescue of Marlborough and Hudson  
Community Preservation Committee  
Cub Scout Pack 130

Emerson Health  
Friends of the Assabet River, Oxbow, and Great Meadows NWR  
Friends of the Maynard Library  
Friends of the Maynard Seniors  
Green Maynard  
Green Meadow Elementary School Building Committee  
Habitat for Humanity North Central MA  
League of Women Voters - Acton Area  
Maynard ArtSpace Pollinator Meadow  
Maynard Climate Action Now  
Maynard Cultural Council/Maynard Cultural District  
Maynard Community Farmers Market  
Maynard Community Gardeners  
Maynard Economic Development Committee  
The Maynard Education Foundation (MEF)

Maynard Food Pantry  
Maynard Girl Scouts  
Maynard High School Athletic Hall of Fame  
Maynard Historical Commission  
Maynard Hometown Heroes  
Maynard Senior Center Focus Group  
Maynard Tree Committee  
Maynard Tree Corps  
MPS School Committee  
MetroWest Legal Services  
NAMI Central Middlesex, Inc  
Neighbor Brigade  
OARS  
Open Table  
Relay for Life of Maynard  
Reo Road Playground Subcommittee  
St John Lutheran Church and St John Mission Movers  
Trail of Flowers