



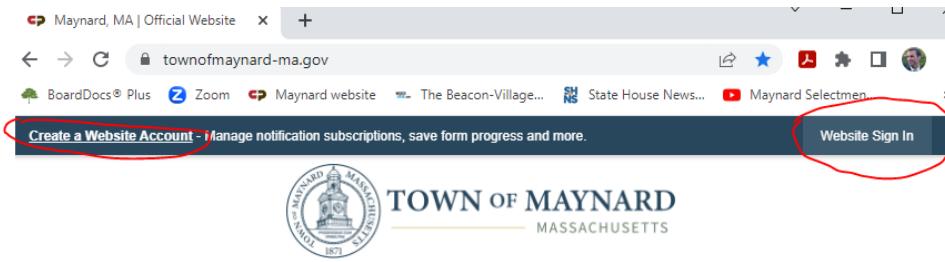
# TOWN ADMINISTRATOR'S REPORT



## April 18, 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 Tuesday, May 2, 2023.
  - There is one polling location for all precincts in Town: **Fowler School – 3 Tiger Drive.**
  - Polls are open from: **7 am to 8 pm.**
  - Deadline to register to vote: **5 pm - Friday, April 21st, 2023**
  - Deadline to submit a Vote by Mail application: **5 pm - Tuesday, April 25th, 2023**

- Deadline to vote in person at the Town Clerk's office: **12 pm (Noon) - Monday, May 1st, 2023**

### **Vote by Mail Application**

### **Town of Maynard – Elections Page**

- 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 may be closed on June 8-9, 2023 while the office's staff attends the annual Massachusetts Town Clerk's Association (MTCA) conference.
- 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>

In consideration of advice from contracted real estate broker O'Brien Properties, an addendum was submitted pertaining to the Request for Proposals (RFP) for the disposition of 1 Summer Street (old fire station) to extend the deadline for submissions by one week, with a new deadline as Monday, May 8, 2023 at 12:00pm.

- 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 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. Individual personnel employment agreements to be negotiated include: Police Chief; Deputy Police Chief; Planning Director; and, Human Resources Manager.
- 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.

- The regular Fall Special Town Meeting is tentatively scheduled for Tuesday October 10, 2023. (Monday October 9, 2023 is observed as Indigenous Peoples' Day).
- The annual fall election is scheduled for Tuesday, November 7, 2023.
- Alannah Gustavson announced her forthcoming resignation from the Finance Committee effective June 30, 2023.
- A Community Forum public meeting is tentatively scheduled for May 3, 2023, by the Green Meadow School Building Committee.

## **FIRE:**

Chief Angela Lawless reports that the Maynard Fire Department and mutual aid partners extinguished a two-alarm fire in a group home on Second Street on Tuesday afternoon. On Tuesday, March 11, at approximately 12:30 p.m., the Maynard Fire Department responded to a report of a bulk mulch fire outside of 4 Second St. Upon arrival, companies discovered the mulch fire had extended to the structure, burning up the exterior of the building and into the attic. Companies immediately made an aggressive interior attack on the fire, containing fire damage to the outside of the home and the attic. A second alarm was struck to get more manpower to the scene. There were no reported injuries. The home is a group home and its residents will be displaced. The fire occurred amid dry and windy conditions that have heightened fire danger. “Considering the dangerous fire conditions today and the amount of fire found on arrival, companies did a fantastic job of attacking this fire quickly and getting it knocked down,” said Capt. Mike Parr. Firefighters from Sudbury, Boxborough, Concord, Acton, Hudson, Stow and Wayland provided mutual aid at the scene, as did the rehab truck from the Department of Fire Services and a Pro EMS Ambulance. Firefighters from Lincoln and Wayland covered Maynard stations.





## **POLICE:**

### **Personnel:**

March 8th, 2023, was International Women's Day. We would like to recognize the women here at the Maynard Police Department:

Sergeant Trista Manchuso  
School Resource Officer Allison McCann  
Officer Kristin Gates  
Communications Supervisor Sarah Finnerty  
Dispatcher Alicia Luther  
Dispatcher Justyne Cawthon  
Administrative Assistant Lucie Distefano  
Clinician Emily Black  
Special Officer Mary McCue  
ACO Jennifer Condon

### **Incidents:**

On March 9th, 2023, a resident reported that she was notified by her church that checks had been stolen from the mailbox including one that she had written. Ofc. Morahan spoke with the resident, and the banking institutions. The incident was documented and under investigation.

On March 20th, 2023, MPD and MFD responded to Parker Street for a motor vehicle versus pedestrian accident. The operator of the vehicle and the pedestrian were transported to the hospital.

On March 22nd, 2023, a resident reported that her vehicle had been broken into on Main Street. Several items of value were stolen from the vehicle. A fingerprint was obtained from the door of the vehicle, and the matter is under investigation.

On March 28th, a local company stated that they had shipped nearly \$85,000.00 of product on a trial basis to a party out of state. The products were not returned, and it appears as though a stolen identity was used to obtain these products. The incident is under investigation.

On March 22nd, Maynard Public Safety Communications received nearly twenty 911 calls reporting a structure fire at 14 Powder Mill Circle. The Maynard Police and Fire Departments were dispatched to the scene, and the event escalated to a 3-alarm structure fire. [Please see the following press release from MFD Chief Lawless.](#)

On March 31st, 2023, Officers responded to a Digital Way business for a report of panhandlers. Officers advised the individuals of the by- laws requiring a permit as well as other stipulations. The individuals left the area.

### **Community Outreach**

On March 8th, 2023, the Friends of Maynard Basketball donated a meal to the on-duty shift. Thank you!

On March 13th, Officer Gates received a lovely card and photo from Buddy the chocolate lab and his owner. Officer Gates sees buddy most mornings while conducting traffic control. Thank you to Buddy!

On March 20th, SRO McCann and Otis paid a visit to Open Table to say thank you to their staff for all the important work they do.

### **Training:**

Sergeant Bodwell attended Firearms Training, Detective Seeley attended In Service Training in Lowell.

SRO McCann attended the NASRO Adolescent Mental Health Training in Randolph.

Lieutenant Cushing attended In Service Training in Lowell.

Officer Davoll attended In Service Training in Lowell.

Sergeant Sutherland, Detective Seeley, Officer Davoll and Officer Blackington attended a NERAC Active Shooter Training in Lynnfield.

Sergeant Bodwell attended In Service Training in Lowell.

### **Motor Vehicle Stops:**

Action Taken

Civil Citation	15
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Written Warning	73
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Verbal Warning	149
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Arrests (Motor Vehicle Related)	4
Criminal Complaint	7
<i>Total Motor Vehicle Stops</i>	<i>248</i>

### **Motor Vehicle Accidents**

Location	Number of Motor Vehicle Accidents
Brown Street	1
Digital Way	3
Main Street	3
Oak Ridge Drive	1
Parker Street	4
Sudbury Street	1
Summer Hill Glen	1
Walnut Street	1
<i>Total</i>	<i>15</i>

### **PUBLIC WORKS:**

Effective May 1<sup>st</sup> , 2023. The Town of Maynard is issuing a mandatory Seasonal Water Use Restriction:

*Non-essential outdoor water use is prohibited Monday through Friday weekly. Non-essential outdoor water use is permissible Saturday thru Sunday before the hours of 9:00 AM and after the hours of 5:00 PM.*

The state's project to replace the Florida Road bridge reports: "Full Beneficial Use (all safety items, intermediate road surface and sidewalks are anticipated to be fully functional) is expected by middle of August. Construction completion is currently scheduled for the first week of October" -MassDOT

Well 4 Water Treatment Plant (WTP) upgrades construction progress from Stantec Consulting Services Inc:

#### **Wellfield site:**

- Continued developing wells.
- Turtle protection fencing installed around work zone in required areas identified in the Turtle Protection Plan.
- Mobilization and site prep for HDD.

#### **Water Treatment Plant site:**

Mobilization and site prep for HDD.

Plant shutdown began the end of February to allow for the following work:

- Existing filters drained, media removed, and filters cleaned.
- Stantec was on site to observe the emptied, cleaned filters and inspect for any damage. No damage was observed in the filters. Sample taps were replaced with new ones (3 per filter).
- After receiving approval, Winston Builders proceed to replace the media in the existing filters.
- Once media was installed, the media conditioning process was executed.
- Once media conditioning was completed, filters water quality was tested via Alpha Labs.

- Test sample results showed that the samples were considered clean and the WTP was brought back online.
- New filter tie in locations were installed with couplings, tees, and blind flanges. Color selections for knock-out wall replacement were selected to match existing.

**HDD operations:**

- Spoils handling trenches developed on both sides of the drilling.
- Pipe delivered to site and began fusing operations.
- Drilling operations began, bedrock was encountered on the West side of the wetlands.
- Investigative drilling was done to identify the extents of the bedrock.
- Drilling operations ceased while a determination on how to proceed was agreed upon.

**Photos:**

Photo – wellfield site – developing wells and filter pack glass beads.



## Photo – Turtle Protection Fencing



Photo – Filter internal inspections – Filter 1

Filter 1 – sample ports - old



Filter 1 - internal distribution piping.



Filter 1 – screen and supports



Filter 1 – Sample port - new



Photo – Filter internal inspections – Filter 2

Filter 2 – sample ports - old



Filter 2 - internal distribution piping.



Filter 2 – screen and supports



Filter 2 - internal distribution piping.



Photo – Filter internal inspections – Filter 3

Filter 3 – sample ports - old



Filter 3 - internal distribution piping.



Filter 3 – screen and supports



Filter 3 – screen and supports



Photo – WTP – New Filter Tie-Ins and Media Conditioning



## Photo – WTP – Brick and Mortar Selection



Photo – Horizontal Directional Drilling

WTP Side spoils pit   Wellfield Site spoils trench



Fused HDPE Pipe   Fused HDPE Pipe



Photo – Horizontal Directional Drilling – Machine setup and drilling

