



# TOWN ADMINISTRATOR'S REPORT



**October 3,  
2023**

## **ADMINISTRATION:**

- Thanks to all staff and volunteers who supported Maynard Fest on Saturday, October 3, 2023, hosted by the Assabet Valley Chamber of Commerce (AVCC) and managed by Sarah Cressy.
- Town Offices closed from noon to 1:30pm on Tuesday October 3, 2023, for a staff cookout at Town Hall.
- Town Administrator (TA) Johnson plans to use Personal Time Off (PTO) for vacation on Friday, October 6, 2023.
- Town Offices will be closed Monday, October 9, 2023 in observance of the Indigenous Peoples Day holiday.
- Assistant Town Administrator (ATA) Stephanie Duggan is planning to attend the Massachusetts Municipal Management Association (MMMA) "Boot Camp" October 19, 2023.
- TA Johnson and Assistant Town Administrator (ATA) Stephanie Duggan are conducting regular collective bargaining agreement negotiations with the AFSCME Clerical Union. Individual personnel employment agreements to be negotiated include the Planning Director.
- TA Johnson and ATA Duggan are conducting recruiting and hiring procedures for a new Executive Director of Municipal Services (EDOMS).
- We'd like to extend a warm welcome to our new PT public health nurse, Moira Carter!

We are sharing her with Concord thanks to an intermunicipal agreement orchestrated on behalf of Maynard by Health Director Ivan Kwagala in his efforts to continue to provide this important service to our residents after Emerson Hospital Home Care nursing program ended services with Maynard last year. Moira received her undergraduate degree in Biochemistry from UMass Boston and her Master of

Science in Nursing from Simmons College. While she's worked in nursing for just over a decade and has spent most of that time working as a nurse practitioner, it was her last role at Suffolk University working in COVID-19 management that ignited her interest in public health nursing. As for a bit about her personal life, she enjoys time spent outside and walking/hiking with her husband, their toddler and their dog, as well as any chance to be by the water.

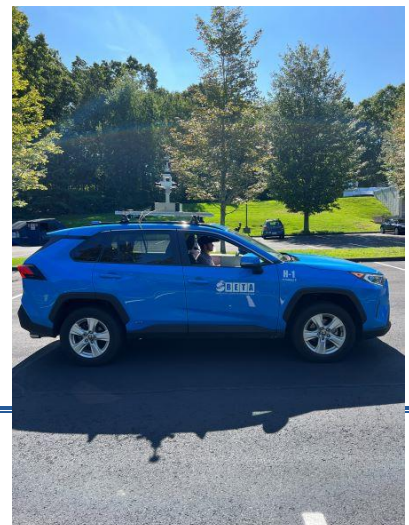


- ... AND we'd like to express our sincerest CONGRATULATIONS to Sandra Baltazar in her promotion to the Assistant Town Accountant position!

- 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".
- TA Johnson is conducting procurement procedures for multiple leasing agreements for portions of 61-63 Summer Street.
- TA Johnson drafted procurement procedures for soliciting proposals from potential vendors to administer the Municipal Vulnerability Program (MVP) 2.0 grant program. The town's Sustainability Committee is reviewing the draft Request For Proposals (RFP).

## PUBLIC WORKS:

- The Town of Maynard has secured the services of BETA Group Inc. to conduct a reinspection of the Town's roadway network utilizing lidar technology starting October 2<sup>nd</sup> thru October 13th to update the current Pavement Management Program (PMP) with current pavement conditions. The lidar sensor will be mounted to BETA's Hybrid Rav4 vehicle to conduct the inspections autonomously for each Town maintained roadway. As each roadway is driven, pavement defects and distresses such as cracking, depressions and potholes are detected by the lidar sensor and stored within a point cloud. Upon completion of the pavement inspections, AI machine learning technology is run to



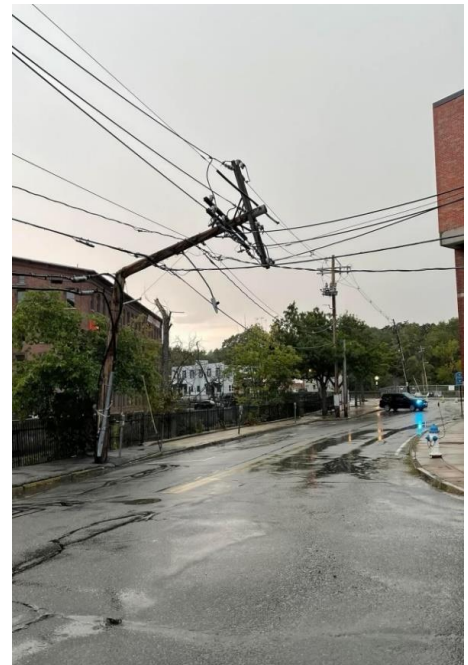
generate industry standard 0-100 scores to be assigned to each roadway segment (typically intersection to intersection). Deliverables for this project include pavement condition reports, backlog summary, GIS maps, forecast models and an interactive GIS based online dashboard containing imagery captured as part of the inspection. Ultimately, this data will be leveraged to assist in future roadway improvement planning efforts.

- The first of six painted posts, donated by the Bee Meadow Committee of ArtSpace to the Assabet River Rail Trail, has been installed adjacent to the trail section north of Summer Street. The other posts' installations are forthcoming.



## **FIRE:**

- September has been a busy month for the Maynard Fire Department (MFD). We had our kick-off meeting for the start of construction for the training mezzanine. The department is looking forward to optimizing the new building and having the facility completed.
- On the Emergency Management side of the department, with the assistance of the Massachusetts Emergency Management Agency (MEMA), we held an Emergency Operating Center (EOC) Drill for the department heads that would be in our EOC if activated. In attendance were the Town Administrator, Police Chief, Deputy Chief, Fire Chief/Emergency Manager, Public Works (DPW) Director, Facilities, Representatives from the School Department, and Communications Supervisor. MEMA delivered us a hypothetical disaster and as a group, we troubleshooted and found solutions to solve each problem. A few days later our skills were tested, and a microburst landed in Maynard. All departments implemented some of our new knowledge. DPW, Police, Communications, Fire, and administration all collaborated to ensure our public was safe. Maynard Fire Department opened a cooling/charging center for the affected members of the community. Thank you to the police department that went door to door asking people if they needed assistance and provided transportation to the cooling center for people in need. The collaborative efforts went exactly as we trained.





- The department held a class open to the public; Until Help Arrives presented by MEMA. We had about 22 Maynard citizens attend the training with the help of the Deputy Police Chief and Fire Chief on hand to answer any questions the public may have about our public safety capabilities and resources. Topics included but were not limited to Stop the Bleed and how to react if there is an active shooter, how to prepare for a disaster, how to best help your at-risk neighbors, and a whole community approach. Helpfully we were able to provide knowledge to the community that will reduce stress and fear in emergencies.



- We hosted a cookout for the firefighter's families with a small awards ceremony. It is important that the family members all have a chance to see where their loved ones go when not at home as well as see what great work they do. We had the privilege of presenting long-time service awards to members with 25 years to the Maynard Fire Department: Captain Mark Tomyl & Captain Craig Desjardins. 20-year members awards to FF. Jack Primiano, FF. Jeff Boudreau & FF. Pat Hakey. Captain Tomyl, our most senior member was pinned with his new Captain Badge by his wife Lisa Tomy, and our newest member, FF. Tim Landy was sworn in. Many other awards were presented, you can check our Facebook page for the entire list of recipients.



- Collaborating with the Council on Aging, the department had an opportunity to present our second class to the senior community. FF. Jenn Hureau, who recently returned from the National Fire Academy taking a class on Risk Reduction to the Community, was very eager to demonstrate her skills. Hureau designed and presented a Fall Prevention Class to a demographic that will really benefit from the information she shared. FF. Hureau is working diligently to bring back interest in our home safety inspection program that will also reduce risk to the community. If we can prevent injury or fire that is the best-case scenario for everyone. Our safety programs are being well received and with the COA we are already planning the next class on Emergency Preparedness.

- Congratulations to FF. Travis Gross for his completion of a 40-hour Rope Rescue Technician I & II certification. Travis continues to go above and beyond to improve his skills and bring a specialized skill set to our department. Travis is working diligently on becoming our all-hazard technical rescue firefighter. This week he is taking a week-long building collapse class followed by trench rescue. The fire department can do our best work when we arrive with a group of members with diverse skill sets. Travis continues to strive to take all the classes of the skills that are above and beyond firefighter skills. Thank you, Travis!



- Group 1 on duty September 11<sup>th</sup> for the first 911 Remembrance ceremony in our new home. The bell was rung for our fallen firefighters. Deacon John proceeded over the ceremony including a blessing. Thank you to Maynard Police and Ottis for your attendance.







- The Department has logged many learning hours this month. EMS classes on Selective Spinal Assessment, Helmet Removal, Cardiac Arrest, and Patient moving techniques. We had Eversource come for a hands-on class on training on Natural Gas and Propane Emergencies. As we enter colder months it is important to be refreshed on our knowledge of the properties of gases we find in homes.

- We are back to full staff with two firefighters on probation. We are very fortunate with both our new hires, FF. Nick Cutone and FF. Tim Landy, both are going to be tremendous assets to the team, and we all look forward to training and working with them for a long and healthy career.





- Congratulations Captain Mike Parr on your achievement of being named Fire and Life Safety Educator of the Year by the Massachusetts Department of Fire Safety. Mike has gone above and beyond to overcome obstacles to share our safety messages with both children and older adults. All members are proud of the work Captain Parr and his S.A.F.E. team of educators have accomplished over the past year

### **LIBRARY:**

#### **English at Large Conversation Group Wednesdays, 10:00-11:45AM**

The English At Large conversation group is for intermediate to advanced adult English language learners to practice speaking and listening for 90 minutes once per week. Join a group of 10-14 learners and 2 facilitators to discuss topics including American culture and holidays, idioms, casual spoken English, and daily life situations. Registration is required: <http://www.englishatlarge.org/conversation-groups/>.

## **ENGLISHATLARGE**



#### **New Biweekly Kids Program: The Game Club! Every other Friday, 3:30-4:30PM**

The Game Club: a biweekly hour of board games and more. Play Monopoly, Mancala, Connect 4 and others. Compete in tournaments, make new friends, and if you defeat Mr. Mark in any game, you win a prize!

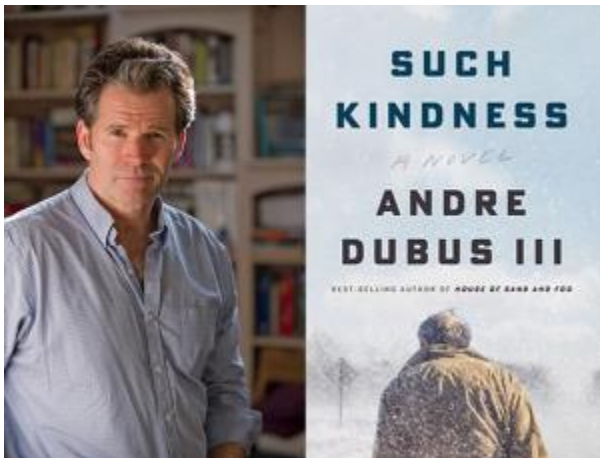
## **An Evening with Andre Dubus III**

**Thursday, Oct. 12, 7:00PM**

Join us as author Andre Dubus III returns to the Maynard Library to speak about his latest novel, *Such Kindness*. His books include the *New York Times* bestsellers *House of Sand and Fog*, *The Garden of Last Days*, and his memoir, *Townie*. His novel, *Gone So Long* has been named on many “Best Books” lists, including selection for *The Boston Globe* “Twenty Best Books of 2018” and “Top 100”, Amazon. His most recent book is the novel *Such Kindness* (June 2023)--“a profound and compassionate study of how to be human wrapped in a taut survival story.” Books will be available to purchase.

Mr. Dubus has been a finalist for the National Book Award, and has been awarded a Guggenheim Fellowship, The National Magazine Award for Fiction, two Pushcart Prizes, and an American Academy of Arts and Letters Award in Literature. His books are published in over twenty-five languages, and he teaches full-time at the University of Massachusetts Lowell.

Register at <https://maynardpubliclibrary.org/calendar>.



## **Put Your Hands in the River: The Formation and Fate of the Assabet, Sudbury and Concord Watershed**

**Thursday, Oct. 26, 7:00PM** (Attend in person at the library or via Zoom)

Take a journey from the glacial period that shaped this watershed to what we can do now to restore the natural resilience of our rivers. Alison Field-Juma is the Executive Director of OARS, the non-profit watershed organization for the Sudbury, Assabet and Concord Rivers based in West Concord with over 1,200 members. She has guided OARS’ work to rebuild the health of the three rivers through science-based advocacy, education, stewardship and recreation since 2010. Register at <https://maynardpubliclibrary.org/calendar>.





## **Get Organized with Google Calendar**

**Tuesday, Oct. 24, 7:00PM**

Never forget an appointment again! Get yourself organized and synced with this 1-hour workshop. Join us as we learn how to create, maintain, and share an online calendar using one of Google's most useful tools.

Note: Please have a Google account already set up before attending. If possible, you are encouraged to bring a laptop to follow along.

Register at <https://maynardpubliclibrary.org/calendar>.



There are many more programs coming up! See [maynardpubliclibrary.org/calendar](https://maynardpubliclibrary.org/calendar) for details.