



TOWN ADMINISTRATOR'S REPORT



**November 8,
2023**

ADMINISTRATION:

- Thanks to all staff, volunteers, and Assabet Chamber of Commerce for hosting the Downtown Trick or Treat held October 26, 2023. A special recognition is deserved by all the businesses who contributed to this annual community tradition.
- TA Johnson attended the Budget Sub Committee meeting held October 30, 2023.
- Town Hall staff wore costumes and shared special treats on Halloween, October 31, 2023, and the results of an informal contest for favorite costume will be announced at the planned November 21, 2023 all staff training day.
- Assistant Town Administrator (ATA) Stephanie Duggan attended the Women Leading Government (WLG) meeting in West Boylston on November 2, 2023.
- ATA Duggan is administering a staff survey to collect feedback from employees about work place improvements and wellness activities.
- Thanks to all staff and volunteers and voters who participated the Special Election held on November 7, 2023. Information about that election is found on [the Town Clerk's webpage](#):
- 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.
- 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 continuing to conduct procurement procedures:
 - the leasing of space in the old Fowler School property at 61-63 Summer Street.
 - Request For Proposals for a vendor to support the Municipal Vulnerability Program (MVP) 2.0

- TA Johnson is supporting the application for funding assistance by the Community Preservation Committee (CPC) towards the construction of replacement bleachers facilities at Alumni Field.
- TA Johnson continues to meet with departments in consideration of submitted operating budget requests in development of the Fiscal Year 2025 (FY25) general fund budget.
- TA Johnson and ATA Duggan are participating in the “Mock Interviews” program for seniors at the Maynard High School on November 8, 2023.
- TA Johnson is planning to take Personal Time Off (PTO) from Thursday, November 9 through Wednesday, November 15, 2023.
- Town Offices will be closed Friday, November 10, 2023, in observance of Veterans Day.
- Please be advised that portions of Main Street, Summer Street, and Nason Street will be closed for the Annual Veterans Day Parade, which will begin on Saturday, November 11, 2023 at 11:00 AM.
- A new Executive Director of Municipal Services (EDOMS) is expected to start November 15, 2023.
- Town offices will be closed the morning of Tuesday, November 21, 2023, to host employee training.

MUNICIPAL SERVICES:

- Stop by a public open house to shape the future of Powder Mill: We want to hear from you! Over the past year, the Town of Acton and Maynard have worked together to develop an overlay zoning district that will make the Powder Mill Road corridor a more welcoming place for people to live, visit, and spend time.



At the open house, town planners will share the proposed zoning vision, answer questions, and ask for feedback. There will be no formal presentation, so you can come when it works for you and stay for however long you'd like.

Wednesday, November 15
6-8PM
Maynard Elks Lodge
34 Powder Mill Road

For more information about the project, visit <https://mapc.ma/powdermillcorridor>

- One more month of Kayaks for 2023 season! Conservation Agent will be closing the kayak station at the end of November for the winter. Thank you to all who made this inaugural season a success! As for November 1st, we had 466 individual rentals.

LIBRARY:

Library Outreach in the Community

Over the past month, the Library staff has conducted outreach activities in three locations: Maynard Fest, Market Basket, and Downtown Trick or Treat. The public signed up for 27 new library cards at Maynard Fest and Market Basket, and learned about current library services and upcoming programs, and 58 kids made Monster Marshmallow Pops at our outdoor food-craft table at the Downtown Trick or Treat.



Friends of the Maynard Public Library President Aly Severance, Children's Librarian Mark Malcolm, and Library Director Jean Maguire at Maynard Fest 2023



Assistant Library Director Jeremy Robichaud at Market Basket

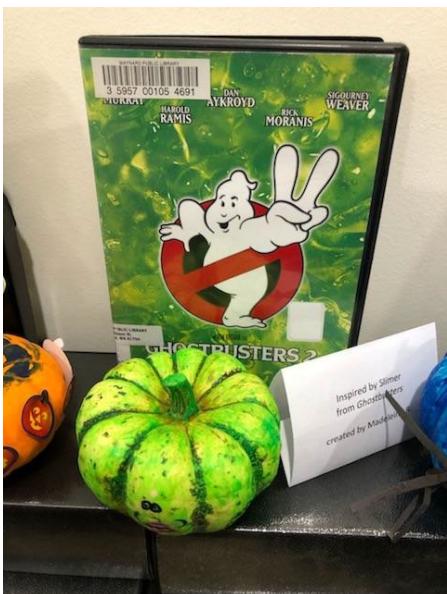


Making Monster Marshmallow Pops at the Library's Downtown Trick or Treat table, with Mr. Mark as Captain Maynard, wielding his powerful sword!

5th Annual Pumpkin Decorating Art Show, October 25-November 4

Eighty-four library patrons of all ages used craft kits supplied by Young Adult Librarian Casey Petipas-Haggerty to make wonderful pumpkin creations—most of them inspired by books or films. Here is a small sample of the pumpkin works of art, shown off by Collection Services Librarian Rachel Alexander.





PUBLIC WORKS:

- Line-Painting plans:
Wednesday, November 8th and Thursday, November 9th starting at 9pm, and lasting throughout the evening. K5 corporation will be conducting traffic control work commonly referred to as “Line Painting”, the work will include the restriping of existing double yellow centerlines (DYCLs) and single white edge lines (SWELs) on the following roadways throughout Maynard. We request that all residents please refrain from parking on the roads at the locations provided overnight. This will allow the process to be completed in an efficient manner.

Included roadways:

Great Road (Route 117) – DYCL and SWELs
Parker Street (Route 27) – DYCL and SWELs
Powder Mill Road (Route 62) – DYCL and SWELs
Waltham Street – DYCL and install new SWELs
Summer Street – DYCL and install new SWELs
Nason Street (upper) – DYCL and install new SWELs

Acton Street (lower) and Brown Street – DYCL and SWELs

Acton Street (upper) – DYCL

Concord Street – DYCL and install new SWELs

Florida Road – DYCL and SWELs

Walnut Street – DYCL and install new SWELs

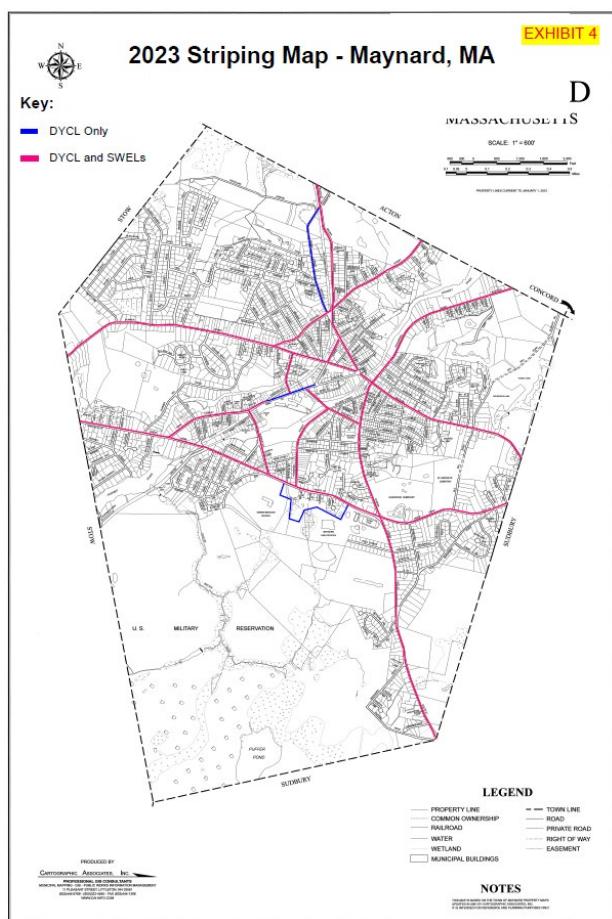
Thompson Street – DYCL and install new SWELs

Main Street (Route 62):

- Great Road (Route 117) to Town Hall – DYCL and SWELs
- Railroad Street to Nason Street – DYCL

Sudbury Street – DYCL and install new SWELs

Tiger Drive (schools) – DYCL



- As of noon on November 6, 2023, the Massachusetts Department of Transportation has informed the town that the Florida Road bridge project is complete and open to thru traffic! Be on the lookout for more extensive information on the completion of this project coming soon.



- The second Yard Waste Pickup Week of the fall season begins Monday November 13th. Please place leaves, grass and wood chips in biodegradable yard waste bags curbside by 7am on your regular trash pickup day next week. A second yard waste week is also scheduled for the week of November 13th.