



# TOWN ADMINISTRATOR REPORT

**December 2,  
2025**

“Football Team Sketches - 1954  
Maynard High School,” Maynard Historical Society  
Archives, accessed November 26, 2025,  
<https://collection.maynardhistory.org/items/show/9073>.

## ADMINISTRATION

- Town Administrator Johnson and Assistant Town Administrator (ATA) Stephanie Duggan thank all the town staff for supporting and participating in the annual(ish) Thanksgiving Breakfast, hosted at Town Hall on Tuesday, November 25, 2025.
- Town offices will be closed:
  - Annual Holiday party for town staff: Tuesday, December 16th, from 11am to 1pm.
  - Christmas: Noon (12pm) on Wednesday, December 24, thru Friday, December 26, 2025.
  - New Years: Thursday, January 1, and Friday, January 2, 2025.
- TA Johnson and ATA Duggan continue negotiations with LIUNA Professionals and LIUNA Laborers (DPW), and have begun negotiations with AFSCME Clerical and NEPBA Police Patrolmen and Superiors.
- TA Johnson received general contractor bids in procurement of services to repair the east stair well of the Maynard Library. The Library Director and TA Office are working with design firm Liro-Hill to progress on long-planned repairs to the facility.
- TA Johnson plans to attend the graduation ceremony for Fire Figher Ronnie Row from the Stowe State Fire Academy on Monday, December 1, 2025.
- TA Johnson and Town Counsel continue discussions with the top-ranked proposer to offer a lease of private space for the town’s Senior Center.
- TA Johnson and Office of Municipal Services (OMS) Executive Director Steve Silverstein continue discussions with the top proposer offering to acquire the town property at 61-63 Summer Street.

- TA Johnson offered advice to the Sustainability Committee's initial draft of an outline and policy for a town wide Climate Action Plan.
- TA Johnson plans to attend the Massachusetts Municipal Managers Association (MMMA) and Massachusetts Municipal Human Resources (MMHR) joint meeting on December 11, 2025 in West Boylston.
- TA Johnson plans to attend the 495 Metro-West Partnership forum on Friday, December 12, 2025 in Marlborough.
- TA Johnson plans to attend the Council on Aging's annual holiday brunch at the Maynard/Clinton Elks Lodge on Friday, December 12, 2025.

## **MUNICIPAL SERVICES**

- Conservation Agent/ Assistant Town Planner Zoe Piel successfully completed eight units of the Massachusetts Association of Conservation Commissions (MACC) Fundamentals for Massachusetts Conservation Commissioners training program and has received a Certificate of Achievement for that accomplishment.

## **COUNCIL ON AGING**

- The Senior Center of the Council on Aging (COA) is closing during the Senior Holiday Brunch on December 12 from 10:00 to 12:30.