



# TOWN ADMINISTRATOR'S REPORT

April 6, 2021



## ADMINISTRATION:

- Town Administrator (TA) Greg Johnson, Assistant Town Administrator (ATA) Megan Zammuto, Human Resources (HR) Coordinator Stephanie Duggan, Public Health Agent Kelly Pawluczzonek, and Public Health Nurse Katherine Castle continue to be in nearly constant communication regarding the conditions and communications surrounding the current public health crisis.

[Please visit the town's webpage devoted to COVID-19 information](#)

Town and School Department staff are collaborating on the feasibility of planning for a vaccination clinic in town, and are exploring options to partner with surrounding communities.

Residents are encouraged to visit the state's website listing vaccination sites:

<https://www.maimmunizations.org/>

Vaccinations for homebound and housing authority residents are underway.

The public is encouraged to visit the state's website devoted to the COVID-19 vaccine distribution and follow the related eligibility guidelines.

<https://www.mass.gov/covid-19-vaccine>

- The Fire Station Building Committee continues to meet regularly, as in preparation for the Fire Station construction site's groundbreaking scheduled for Friday, April 9, at 1:30pm at the site across from St. Bridget's on Sudbury Street.
- Town Clerk Joanna Simeone coordinated Town Counsel Lisa Mead's presentation of Open Meeting Law, Public Records and Conflict of Interest training to town staff and officials.
- TA Greg Johnson, Council on Aging (COA) Director Amy Loveless and staff Pat Kozik met with representatives of Lincoln Properties to tour a space within Mill & Main in consideration of a Senior Center or community space. Costs and other considerations will be developed for recommendations to the COA and Select Board.
- Maynard Community Gardeners have requested town staff research the feasibility of acquiring the land on which Maplebrook Park is located, as it is currently private property under the ownership of 1-3 Maple Street.

- Town staff and officials visited Art Space on Friday April 2 to view renovations currently underway and be presented with the vision for the facility and programming.
- Open Table Executive Director Jeanine Calabria commends the work of town staff members, COA van drivers Brad Chetwynd and Andrea Adams for their support in meeting the needs of the community.

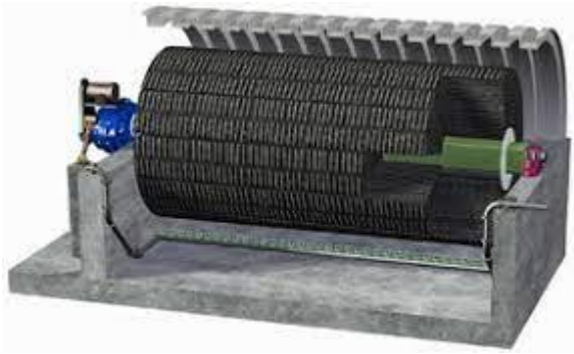
## **PUBLIC WORKS:**

- Repairs are being made to the sidewalk of the Ken Olson memorial intersection of Walnut and Main Streets. Work is in preparation for the installation of the historical marker expected to be located at this site.



- The town of Maynard's Waste Water Treatment Facility (WWTF) has undergone a significant failure to one of the process methods for disinfection. The process method is referred to as rotating biological contactor (RBC), which is a machine method that works in a symbiotic relationship with organic matter to remove nitrogen levels during the decontamination process at the plant. Two of the primary units have

failed, and will require significant repair. There are twelve units that make up the RBC train at the Maynard waste water treatment facility. Nitrogen removal is a requirement of the towns permitted process through our National Pollutant Discharge Elimination System (NPDES) to release in to the Assabet River post decontamination processes. The Department of Public Works (DPW) is developing a bid package for the repair of the two units. Once we receive bids, we will follow up with a request for acceptance for contract. While simultaneously requesting the emergency expenditure of funds from the sewer reserve accounts through deficit spending of our emergency repair line item which is not equipped to handle this type of repair.



- Notices are being delivered to residents of Nason St and Brooks St with information regarding planned pavement improvements in the Spring and Summer 2021.

## **MUNICIPAL SERVICES:**

- Maynard was awarded a Local Rapid Recovery Planning (LRRP) Grant by the Massachusetts Downtown Initiative (MDI). Town staff is working with members of the Economic Development Committee (EDC), Maynard Business Alliance (MBA), Cultural Council and consultant Jeanette Roach Tozer from the BSC Group to create a recovery plan for downtown Maynard. The goal of the program is to find ways to support our downtown as we recover from the COVID-19 pandemic.
- Maynard was recently designated a Housing Choice Community. This designation recognizes communities that have made substantial progress toward housing development goals and the implementation of housing best practices to encourage sustainable development. The designation makes Housing Choice Communities eligible for certain state grants.
- Staff is reviewing the Memorandum of Agreement (MOA) for the 129 Parker Street Development to identify any changes or updates that may be necessary to address impacts of a proposed added use of a storage facility.
- The Florida Road municipal parking will be closed to the public beginning in June. The lot will be used to support private vehicles that will be displaced due to the Florida Road bridge construction. The parking lot change will be in effect for the duration of the construction of the bridge – approximately two years.
- ATA Megan Zammuto attended a Virtual Women Leading Government virtual conference on April 1st, that included female Town Managers, Town Administrators, and Public Safety Chiefs from across the state.

- The Office of Municipal Services (OMS) continues to promote opportunities for residents financially impacted by the pandemic including the following. Please contact the Office of Municipal Services for more information on eligibility.
  - Emergency Rental Assistance Program (ERAP)
  - Mortgage Assistance Program (MAP)
  - Childcare Assistance Program