



TOWN ADMINISTRATOR'S REPORT

May 18, 2021



ADMINISTRATION:

- COVID-19:

Town and school staff continue communication regarding the conditions and guidelines surrounding the current public health crisis.

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

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

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

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>

In Maynard, of the initial 100 doses of Johnson & Johnson (J&J) vaccines supplied through the state:

Six (6) vials (totaling 30 doses) remain. Both of the two housing authority sites were vaccinated. Home-bound residents were vaccinated and more residents may still be as identified. Some town and school staff and some residents-at-large were vaccinated using the remains of any open vials. Plans are being developed to use the remaining vials.

- Town Offices will be closed in observation of the following holidays:

Memorial Day on Monday, May 31, 2021; and Juneteenth on June 18, 2021 (in accordance with collective bargaining and personal contracts).

- A Memorial Day ceremony is planned for Monday, May 31 at Veterans Memorial Park. A special recognition is owed to Marge Iannuzzo who has been hosting Memorial Day for many many years, and Marge indicated that this Memorial Day is her last time hosting the event.
- Town Administrator Greg Johnson attended the recent Future Managers Committee meeting of the Massachusetts Municipal Managers Association (MMMA), and participated on the admissions steering committee of the Massachusetts Municipal Association (MMA)-Suffolk University Certificate program.

PUBLIC WORKS:

- A gathering in remembrance of past Treasurer/Collector Cheryl Kane is being planned in conjunction with the recently installed memorial bench in front of Town Hall.



- We scheduled a playground safety inspection with a certified playground safety inspection vendor to perform a comprehensive safety inspection over the winter to be performed prior to spring, COVID has pushed that time line to mid-spring. All public playgrounds within the town of Maynard are scheduled to be inspected. We will receive a report and management plan of the results for all playgrounds inspected.

MUNICIPAL SERVICES:

Conservation:

- The Conservation Commission (ConsCom, the Commission) continues to deal with illegal alteration of the Conservation property at Dana Road. Young people are degrading the area, removing vegetation, and causing major erosion issues as they construct, without permission, BMX trails.
- ConsCom continued Notice of Intent (NOI) Public hearings for 3 proposed projects. 0 Dana Road and 10 Mill Street's applications were continued to June 8th. The NOI application for 115 Main Street was continued to July 13th.
- The Commission opened the public hearing for the adoption of new Stormwater Management Regulations and discussed the changes required by the MS4 program. The Commission continued the hearing to June 8th.
- Nick Kells, a Boy Scout in the local troop, completed his Eagle Scout project along the Blue/Green Assabet River Trail. He and a group of volunteers did trail maintenance, and constructed bog bridges over certain muddy areas of the trail.

- Sam Hills, a Maynard High School student, will be working to create new informational signage for the Ice House Landing Park and trail as part of his Senior Project.
- The new bench at Ice House Landing funded by Community Preservation Committee (CPC) funds is estimated to be installed at the site near the boat launch by mid-summer.
- The Commission is partnering with the owners of Victory Plaza on Powder Mill Road to come up with a plan to prevent illegal dumping and trash from entering the river, including the creation of a dumpster corral, installation of security lights and cameras, removal of invasive plants, and installation of fencing to prevent trash from blowing onto the bank.
- The cleanup of 96, 98, 100 Powder Mill Road (aka the “John Deere Properties”) is ongoing, and the owner is making great progress. The Commission believes that the site cleanup will be completed by its June meeting.
- The Commission approved of final Certificates of Compliance for Wetland Permits (Orders of Condition) for the Town’s Well 4A testing project, as well as the Parker Street downstream sewer improvements. It was determined that all work was completed as permitted, and the sites of disturbance have been re-established. The Commission is working to “close out” past Orders of Conditions for both Town and private projects that never received final approval, to ensure that projects were done as permitted.

Planning:

- Maynard Crossing: the Planning Board required the Capital Group to conduct audio studies for trash compactors that were placed in the rear of Market Basket (the compactors were not part of the approved site plan and will be required to be added through a Site Plan Amendment by the Capital Group). The Town consultants and the Board have reviewed the results and determined sound levels to not exceed MDEP audio levels. The Board will consider if changes are warranted to the project’s Operation’s Manual regarding audio, light and/or delivery hours at their meeting of May 25, 2021 (Continued from April 27, 2021).
- The Housing Production Plan working group will hold a public meeting on June 23rd at 6:00 PM. The meeting will be to discuss strategies for the updated plan. A joint meeting of the Select Board and Planning Board to review and vote on the final plan, will be scheduled mid to late August.
- The Planning Board has amended the hours of operation for both Mass Wellspring and GreenStar Herbals for a three-month trial period. Both establishments will be allowed to remain open until 10:00 PM. Also, the restriction limiting customer service to appointment only has been lifted for a three-month trial period. A separate memo highlighting the details for each establishment is being circulated. Both establishments will be required to appear before the Select Board to request to amend their respective licenses with the changes.

Municipal Services Administration:

- Maynard Businesses Encouraged to Apply for Forgivable Loans After Cap Raised to \$25,000 Per Business
 - The micro enterprise grant program is the result of a partnership between Acton, Boxborough, Littleton, Maynard and Westford and TRI, The Resource, Inc. The program is funded by a \$1.6 million Community Development Block Grant. It has granted 15 forgivable loans since launching in January. The program has the capacity to provide many more grants for businesses in need.

- As an already regular practice, the Economic Development Committee (EDC) presented letters of recognition to two Maynard businesses for their longevity and improvements. The letters went to Clock Tower Tax Credits for their 10-years in business, and Hawes Florist for their external building upgrades.
- Board of Health partnered with Emerson Hospital and Impact Melanoma to install a seasonal sunscreen dispenser at Alumni Field.



POLICE:

Incidents:

- On April 4th, dispatch received a report of a possible structure fire on Railroad Street. Officers found smoke coming out of one of the buildings, and residents had evacuated. The Maynard Fire Department investigated the source of the smoke and ventilated the building. There was no active fire.
- On April 9th Officers responded to Maple Street for a report of a disabled motor vehicle that had been left on a jack in front of the residence for an extended period. Officers were able to determine it was a rental vehicle. The vehicle was towed in order to remove the hazard. Paperwork was located for the individual that rented the vehicle, and they were advised
- On April 11th, an Officer responded to Hillside Street for a report of a past dog bite. The reporting party stated that while riding his bicycle behind the Fowler School he was bitten by an unleashed dog. The information was documented and forwarded to the Animal Control Officer.
- On April 15th, a resident reported that she had been targeted by a scam involving Zelle. Approximately \$1295.00 in fraudulent transactions had been processed. The Officer contacted the reporting party's bank and was advised on how to proceed.
- On April 29th, a resident reported that he was contacted by a company stating that his computer needed to be upgraded and he needed to accept the upgrade. The resident hung up, and later was emailed an invoice for almost \$400.00. The resident was advised to contact his bank to monitor his finances and a report was filed.

Community Engagement and Announcements:

- We are thrilled to announce that the Maynard Police Department Youth Academy will return in July 2021! Please see our website or social media for the details, and how to sign up. We hope to see your children there! Currently, we are only accepting students that attend Maynard Public Schools or reside in Maynard.
- April 21, 2021 was Administrative Professionals Day. Police Chief Mike Noble and all officers and staff would like to thank Lucie Distefano the Department would not be able to excel without her.
- The Maynard Police Department is introduced a new senior parking permit. The redesigned permits are intended to be bolder and more easily identified by our Parking Enforcement Official. We ask for your assistance in having your parking permits replaced so that we can avoid any future difficulties in locating them. Please feel free to come into our lobby at any time, and we will issue you a new sticker.
- April 11th- 17th, 2021 was National Telecommunicator Week. A week in which we recognize Public Safety Dispatchers across the nation. We would like to extend our appreciation to our Public Safety Dispatchers not only this week, but every week.
 - Communications Supervisor Sarah Finnerty, serving since 2015.
 - Dispatcher Erica Lavalley, serving since 2016.
 - Dispatcher Justyne Stewart, serving since 2016.
 - Dispatcher Alicia Luther, serving since 2018.
 - Dispatcher Joseph MacDonald, serving since 2019.
 - Dispatcher Daniel Cacciatore, serving since 2021.

Training:

- The Department provided Polishing the Badge Leadership Training to all non-supervisory officers. This training is meant to outline expectations of both supervisor and subordinate. It will prepare the young officers to take on leadership prior to their becoming supervisors themselves.
- All officers continued to receive CIT training Crisis Intervention Training. This training is crucial for officers to develop abilities to de-escalate situations.
- All officers finished up their training in fair and impartial policing during the month.
- Patrol officers participated in less lethal training at Acton PD along with de-escalation tactics.

FIRE:

- We have had 146 emergency requests for service since April 12. We are once again seeing a rise in emergency call volume compared to the same point last year. In March we saw a 13% over March of last year, February was about the same and January saw a 7% increase.
- We have continued issuing permits and reviewed plans for fire prevention. We have had 48 fire prevention activities since April 12.
- We have had 99 maintenance-related activities since April 12.

- We have had 68 in-house training events or 139.5 hours since April 12. We have continued our EMS training, which will run through May. We have completed most of the new firefighter in-house training program.
- Captain Angela Lawless completed her first in-person class as part of the National Fire Academy's Executive Fire Officer Program in Maryland.
- We still have an adequate supply of personal protective equipment (PPE) for the ongoing COVID-19 pandemic.
- Chief Stowers is overseeing the FEMA and CARES Act reimbursements for the community. Paperwork and submittals remain ongoing.
- We continue having weekly construction meetings for the new fire station. This will be a weekly meeting until the project is complete, hopefully in August of 2022!
- Captain Desjardins and Fire Fighter Aubert have been working hard to finish up the decommissioning of our old Master Box system, and we hope to have that project completed soon.
- Our new ambulance arrived in Attleboro last month, and the final stages of putting that together are happening at Greenwood Specialty Vehicles. We expect to have it in-service in late May as we are awaiting some equipment.



Maynard's new Ambulance 1, expected to be in service in May.

TOWN CLERK:

- Working the incoming census forms and updating the resident and Voter Registration Information System (VRIS) database .
- Completing all Dog License requests: we have issued 1,174 licenses, and collected \$12,995.00 in fees.
- Completed monthly report to the State on vitals:
 - Births and marriages – on or before the tenth day of the second month following birth
 - Deaths - on or before the tenth day of the month
- Distributed monthly notices to those Business Certificate Holders who's certificates will expire each month.
- Swore in appointees for Boards and Committees, and administered Oaths of Office to all Town Officials
 - Provided new board members with Open Meeting law
 - Recorded Public Records Laws and Ethics information
 - Collected Ethics Compliance Certificates from all Board Members and Employees; track when they are due for next exam (every two years)
- Recording and posting all Public Meeting Notices in accordance with Massachusetts Open Meeting Law
- Mailed all 2021 Underground Storage Tank Registration *Flammable Liquids – gas stations, oil, etc.*
- Recording and tracking ZBA/Planning Board Special Permits and Decisions during appeal period
- Executing Elections for 2021, including the management of:
 - Registering voters
 - Training Election workers
 - Certified all Nominations and sent emails to all candidates
 - Provided Campaign Finance Forms
 - Prepared and approved final copy of 2021 Ballot
 - Mail absentee/early voting Ballots when received from printer (4-20-21)
 - Campaign Finance Reports, 8 days before election – send letters and appropriate forms to all officials
 - Constable posted Town Meeting Warrant and Town Election Warrant
 - Held Annual Town Election (Unofficial Results included)
- Prepared, planned and executed Annual Town Meeting, May 15, 2021

Gregory Johnson

From: Gregory Johnson
Sent: Monday, May 17, 2021 12:43 PM
Subject: Baker-Polito Administration to Lift COVID Restrictions May 29, State to Meet Vaccination Goal by Beginning of June

Good afternoon,

We just received the below press release from the Governor's Office.
Town staff is considering this news and we are developing recommendations for adjusting operations accordingly.

Best regards,
Greg

From: OConnor, Ron (DPH)
Sent: Monday, May 17, 2021 11:46 AM
To: OConnor, Ron (DPH)
Subject: Baker-Polito Administration to Lift COVID Restrictions May 29, State to Meet Vaccination Goal by Beginning of June

CHARLIE BAKER <i>Governor</i>		KARYN POLITO <i>Lt. Governor</i>
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FOR IMMEDIATE RELEASE:
May 17, 2021

CONTACT
Governor's Press Office

**Baker-Polito Administration to Lift COVID Restrictions May 29, State
to Meet Vaccination Goal by Beginning of June**
Commonwealth Will Adopt CDC Face Covering Guidance

BOSTON – Today, the Baker-Polito Administration announced that the Commonwealth is on track to meet the goal of vaccinating 4.1 million residents by the first week of June and all remaining COVID-19 restrictions will be lifted effective May 29.

The Commonwealth's face covering order will also be rescinded on May 29. The Department of Public Health will issue a new face covering advisory consistent with

the Centers for Disease Control and Prevention's updated guidance. Face coverings will still be mandatory for all individuals on public and private transportation systems (including rideshares, livery, taxi, ferries, MBTA, Commuter Rail and transportation stations), in healthcare facilities and in other settings hosting vulnerable populations, such as congregate care settings.

Governor Charlie Baker will end the State of Emergency June 15.

The Administration also announced updates that will be effective May 18 to revise face covering requirements for youth and amateur sports and other guidance relating to childcare programs and K-12 schools. The Administration will release updated guidance for summer camps effective May 29.

The Administration is able to take these steps to reopen the Commonwealth's economy because Massachusetts is on track to meet the goal set in December to fully vaccinate over 4 million individuals by the first week of June. The Commonwealth leads the nation in vaccinating residents, with 75% of adults receiving at least one dose. To date, over 4 million residents have received a first dose, with 3.2 million fully vaccinated.

New cases have dropped by 89% since January 8. COVID hospitalizations are down 88% since January 1 and the positive test rate is down by 88% from peaking at 8.7% on January 1 to 1% today.

Effective May 29

Effective May 29, all industries will be permitted to open. With the exception of remaining face-covering requirements for public and private transportation systems and facilities housing vulnerable populations, all industry restrictions will be lifted, and capacity will increase to 100% for all industries. The gathering limit will be rescinded.

All industries will be encouraged to follow CDC guidance for cleaning and hygiene protocols.

On May 18, 2020, the Administration [published the reopening phases](#), which called for ending restrictions when vaccines became widely available. Today, there are over 975 locations for Massachusetts residents to access vaccines without delay.

Face Covering Guidance

In line with updated CDC face covering guidance, the Administration will rescind the current face covering order and issue a new face covering advisory effective May 29.

Non-vaccinated individuals are advised to continue wearing face masks and to continue distancing in most settings. The advisory will also recommend fully

vaccinated individuals no longer need to wear a face covering or social distance indoors or outdoors except for in certain situations.

Face coverings will still be required for all individuals on public and private transportation (including rideshares, livery, taxi, ferries, MBTA, Commuter Rail and transportation stations), healthcare facilities and providers, congregate care settings and health and rehabilitative day services.

Face coverings will also remain required indoors for staff and students of K-12 schools and early education providers.

[Link to mask guidance](#)

Youth and Amateur Sports Face Covering Guidance

Effective May 18, the youth and amateur sports guidance will be updated to no longer require face coverings for youth athletes 18 and under while playing outdoor sports. Effective May 29, all youth and amateur sports restrictions will be lifted.

[Link to youth sports guidance](#)

K-12, Early Education and Summer Camp Guidance

Effective May 18, guidance from the Department of Elementary and Secondary Education and the Department of Early Education and Care will be updated to no longer require masks for outdoor activities like recess and to allow for the sharing of objects in classrooms, in both K-12 and childcare settings. This guidance will remain in effect beyond May 29.

The Administration will release updated guidance for summer camps, effective May 29, which will include no longer requiring masks for outdoor activities.

[Link to DESE guidance](#)

[Link to EEC guidance](#)

State of Emergency Order

Governor Baker will end the [State of Emergency](#) June 15, and the Administration will work with legislative and municipal partners during this period in order to manage an orderly transition from emergency measures adopted by executive order and special legislation during the period of the State of Emergency.

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MAYNARD TOWN ELECTION - 8 MAY 2021

CANDIDATE	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Total
* Total Votes includes all non-blank votes cast for candidates for an office, including write-ins.					
* Total Ballots includes all ballots cast, including votes for candidates, write-ins, and blanks.					
MODERATOR					
Richard Downey	125	123	135	87	470
Write-In	0	2	1	2	5
TOTAL VOTES	125	125	136	89	475
Number of Blank Votes	17	20	22	14	73
TOTAL BALLOTS	142	145	158	103	548
SELECT BOARD					
Armand Diarbekirian	110	111	122	83	426
Justine St. John	128	118	133	86	465
Write-In	4	6	6	4	20
TOTAL VOTES	242	235	261	173	911
Number of Blank Votes	42	55	55	33	185
TOTAL BALLOTS	284	290	316	206	1096
LIBRARY TRUSTEE					
Sally Bubier	129	129	143	90	491
Write-In	2	2	1	0	5
TOTAL VOTES	131	131	144	90	496
Number of Blank Votes	11	14	14	13	52
TOTAL BALLOTS	142	145	158	103	548
SCHOOL COMMITTEE					
Elizabeth Albota	110	104	115	75	404
Hilary Griffiths	92	84	105	81	362
Toni Hammond	47	64	62	32	205
Write-In	1	3	5	0	9
TOTAL VOTES	250	255	287	188	980
Number of Blank Votes	34	35	29	18	116
TOTAL BALLOTS	284	290	316	206	1096
HOUSING AUTHORITY					
Judith Peterson	126	122	138	87	473
Write-In	0	3	0	0	3
TOTAL VOTES	126	125	138	87	476
Number of Blank Votes	16	20	20	16	72
TOTAL BALLOTS	142	145	158	103	548
MAYNARD VOTER PARTICIPATION					
Total Ballots Cast	142	145	158	103	548
Total Registered Voters (as of 4/28/2021)	2023	1922	2110	1898	7953
Voter Participation Rate	7.0%	7.5%	7.5%	5.4%	6.9%

TOWN OF MAYNARD
Economic Development Committee

195 Main Street
Maynard, MA 01754

Tel: 978-897-1302

economicdevelopment@townofmaynard.net

Rosalind Greenstein, PhD - Chair

May 12, 2021

Mr. Jeff Jacobson, President
Clocktower Tax Credits
2 Mill & Main Place, Suite 295
Maynard, MA 01754

Dear Mr. Jacobson,

On behalf of the town, the Maynard Economic Development Committee wishes to congratulate you on your anniversary celebrating 10 years in business.

Companies such as yours are wonderful examples of the power of public-private partnerships that facilitate investments that support community well-being. We want to take this opportunity to invite you to support the work of the MEDC. For example, we are in the early stages of putting together a plan to facilitate communication between local businesses and Town Hall as a necessary cornerstone for enhancing Maynard's public-private partnerships to enhance the economic development of the Town. We hope that you will join us in that effort.

As always if you have any questions or we can be of any service you may contact me through Planning Director Bill Nemser in the Office of Municipal Services at 978-897-1302.

We wish you continued success and thank you for doing business in Maynard.

Sincerely,

Rosalind Greenstein
Chair

CC: Gregory Johnson
Bill Nemser

TOWN OF MAYNARD
Economic Development Committee

195 Main Street
Maynard, MA 01754

Tel: 978-897-1302

economicdevelopment@townofmaynard.net

Rosalind Greenstein, PhD - Chair

May 12, 2021

Hawes Florist
70 Powder Mill Road
Maynard, MA 01754

Dear Ms. Tomy,

On behalf of the town, the Maynard Economic Development Committee wishes to congratulate you on the wonderful work you have completed on the exterior of your shop! It looks fantastic and sends a terrific message to residents and visitors.

The Committee very much appreciates your commitment to supporting a robust business environment through your investment. In addition, the Powdermill Road Corridor is attracting both public and private investments; your attention to your façade and exterior gives additional confidence to these investors. Finally, your investments contribute to larger efforts to enhance the gateways and entrances to the Town.

As always if you have any questions or we can be of any service you may contact me through Planning Director Bill Nemser in the Office of Municipal Services at 978-897-1302.

We wish you continued success and thank you for doing business in Maynard.

Sincerely,

Rosalind Greenstein
Chair

CC: Gregory Johnson
Bill Nemser