
TOWN ADMINISTRATOR'S REPORT

May 08, 2019



ADMINISTRATION:

- Town Administrator (TA) Greg Johnson received a settlement agreement from the Department of Labor Standards (DLS) regarding the citations for the handling of asbestos materials at Green Meadow School. The Town will abide by the agreement's corrective actions.
- Negotiations are being scheduled with LIUNA Professional Personnel and Laborers groups for contracts expiring June 30, 2019.
- Discussions with School Administration are continuing in development of a Memorandum of Agreement for the role of facilities management between the town and school district. This is in conjunction with negotiations with the custodians, as the facilities management is reflected in the custodian's reporting structure.

Council on Aging:

- Many thanks to Minuteman Senior Services for providing Maynard's seniors with two special programs in April. Diabetes Self-Management, a 6 week evidenced based workshop developed by Stanford University, has offered participants an opportunity to take control of their health in interactive classes within an atmosphere of mutual support. Co-facilitators, Peg Mikkola and Leslie Turek, have brought a warm and thoughtful energy to the discussions. Denise Mercury, the registered dietician for Minuteman Senior Services, gave a talk on Cooking for 1 or 2 which provided strategies for planning meals and tips on shopping.
- The Council on Aging is pleased to welcome naturalist, John Root, who will be offering guidance on attracting beneficial wildlife (birds, butterflies, bees) to your garden and yard. John's presentation is scheduled for May 15, 6:00 p.m. and will be held at the Maynard Library. The Council on Aging is sponsoring the event and it is open to all.

Conservation:

- The Conservation Commission approved a Stormwater Management Permit for 31 Main Street.
 - The Conservation Commission intends to apply for a SuAsCo Small Community Grant and is in the process of brainstorming ideas. As of right now, the Commission is considering applying for money for a public outreach campaign to educate residents living along the Assabet River. Public outreach would potentially include education on the Wetland Protection Act and Municipal Wetland and Stormwater bylaws, invasive species, and the importance of the river itself.
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- The owner of 94, 96, and 100 Powder Mill got back to the Commission with information on the property owners. The Conservation Commission with assistance from Legal will be issuing an enforcement order to the owner in the upcoming week. The enforcement order will require a restoration plan to be filed with the Commission, which will include the removal of debris, the delineation of the 100 foot and 200 foot river front areas, and the re-naturalization of the first 100 feet of the river front area.
- The permanent turtle fencing at 129 Parker Street is in the process of being installed. This fencing will keep the threatened Blanding's Turtles from travelling onto 129 Parker Street to lay eggs.
- As part of the Municipal Separate Storm Sewer System permitting, the town is required to do public outreach on storm water issues. A press release was issued on the importance of cleaning up pet waste. In the upcoming weeks, more press releases will be made on other storm water issues, such as fertilizer use and proper disposal of yard waste.
- A Commission member, Andrew Snyder, just stepped down from the Commission. We are grateful for his service to the Commission. Currently there is someone interested in joining the Commission, but he will be attending a meeting first to make sure that it is best for him.
- The Town of Maynard is the recipient of the DCR's Urban and Community Forestry Challenge Grant. The grant is for \$20,100 for a proposed Shade Tree Inventory and Management Plan. The tree inventory will survey all trees along public rights of way, in parks, and in certain school areas. The Tree Inventory will create a database of public trees including their species, size, location, their condition, and other important information for tree management. The management plan will give scheduling on tree removal and pruning, and provide a list of locations for tree planting.

Fire

- We have had 136 emergency requests for services since March 29, 2019.
- We have had 172 documented fire prevention activities since March 29, 2019, including inspections.
- We have had 82 in-house training events since March 29, 2019. Training remains focused on Firefighter on Probation Training.
- We have had 123 maintenance related activities since March 29, 2019.
- Work remains ongoing with the Fire Station Building Committee as the working group continues meeting with both the architect and owner's project manager.
- This month we've taken Ladder 1 out of service twice for warranty repairs. We have some maintenance issues with our ambulance as well.
- We continue having ongoing radio issues with some of communications equipment. This should be resolved when our new equipment is purchased after Town Meeting.
- We assisted Sudbury with a building fire earlier this month.
- Crews began their annual EMS training this month and it will continue through the fall.
- We are almost finished with the equipment upgrades through the state grant we received.

Library

- **Meeting Room Use:** 77 meetings were held for the month of March as opposed to 51 in March 2018.
- **Reference Report: Transactions:** 355. **One-on-One Tech Help Sessions:** 6. **Exams Proctored:** 4. **Programs:** Get on the Cloud with Google Drive (12 attendees) **Reference News:** All 10 public PC monitors on the 2nd floor were replaced with newer wide-screen ones. Kanopy Streaming continues to be successful with 96 downloads this past month.
- **Children's Report:** March began with a bang as we celebrated "Read Across America" again this year. (38 kids, 5 adults). We had some spirited story sessions as well this month, highlighted by our first-ever "Shamrock Storytime" with guest, Wendy Valentine (29 kids, 21 adults). We were "green" for the holiday, not for lack of

experience. Other Bedtime Storytimes: 50 attendees: Toy Time (66 attendees, 4 sessions): Lego Club (48 attendees, 4 sessions): Newspaper Club: 19 attendees, 2 sessions: Photography Club (12 attendees, 1 session): Young Artist Club (7 attendees, 1 session) and a St. Patrick's Day singalong drawing in 15 attendants.

- **Circulation:** 9,989 items circulated during March. 890 went out through the self-check module. 6,752 items were discharged. 26 new cards were registered. The wireless was accessed 810 times, and there were 889 computer log-ins. Newsbank was used 37 times and Ancestry.Com was accessed 228 times. We routed in 5,046 items for patrons to use and routed out 5,744 items for patrons from other communities to use(quarterly). 283 new books were added to the collection and 26 withdrawn, bringing our collection size to 80,199.

Planning/Zoning/Economic Development:

- Mass Wellspring (Special Permit): In process. Anticipate one more Planning Board hearing. Next PB hearing 05.14.19.
- Greenstar Herbals (24 Main Street – behind Pleasant Café). Special Permit) PB hearing opens 05.14.19.
- Mill and Main/Zagster grand re-opening event re-scheduled for 2PM 04.17.19 at Mill and Main Zagster Station. It is requested a member(s) of the BOS attend if possible. Rep Hogan confirmed.
- Theater Creams site plan approved (ice cream shop with walk up window at Fine Arts Theater).
- 42 Summer Street – Site Plan and Special Permit progress continuing. MOA draft anticipated soon. Next PB hearing 05.14.19.
- Master Plan Steering Committee public meeting scheduled 05.23.19, 6:30 PM, Town Hall. Session devoted to Public Works.
- ATA Megan Zammuto attended the Cross Town Connect meeting in Westford with regional partners. Average ridership for the cross town connect is about 850 rides per month.
- ATA Megan Zammuto and Town Planner Bill Nemser attended a meeting organized by Representative Hogan with the Maynard Business Alliance and the Hudson Business Association in Hudson. The Hudson Business Association members shared best practices surrounding downtown Hudson redevelopment and the groups started a meaningful dialog.