



## Town Administrator's Report September 17, 2013

**To: Board of Selectmen**  
**From: Kevin Sweet, Town Administrator**

Please accept this report as an abridged version of activities and projects underway:

### **Reo/Coolidge:**

Our team has been diligently working with the Design Engineer to complete several final site construction items. Several items have been recently addressed but there are still remaining issues. We have made an attempt at both parks to isolate areas of concern in an effort to open sections of the Parks sooner, so that portions that are safe and finished can be utilized and enjoyed. There is a scheduled meeting for September 18<sup>th</sup> with our Insurance Representative and we are hopeful we will be allowed to open those identified areas if allowed. At this time we are still asking that residents continue to refrain from using the parks until the Town announces that they are officially open. We are striving to deliver the parks to the Public in a safe condition as soon as possible.

### **Solar Array / Dog Park:**

Things are moving nicely on site, we are definitely approaching the home stretch. The Developer completed their portion of the medium voltage interconnection work last week, and are planning to get a final inspection from the Town by the end of the week. NStar is starting installation of their utility poles for the interconnection, which is great to see. I have been informed their work may take up to 2 weeks to complete.

Construction of the dog park is complete (see attached photos), and the new parking area for the park should be completed this week. Looks like 4 utility poles will have to go through the dog park area in order to make the utility electrical connection. The Developer plans to escort the MayDog group on a walkthrough this week and we are hoping to firm up the Memorandum of Agreement with Town Counsel and MayDog Attorney shortly. I will be meeting with representatives from WGES to discuss site operations & maintenance moving forward as well as a potential ribbon cutting date in the fall.

### **Complete Streets Concept:**

Eric Smith, Chris Okafor and I met with Chris Kuschel a Regional Planner from the Metropolitan Area Planning Council (MAPC) to discuss the "Complete Streets Initiative." Complete streets are streets designed to allow more trips to be taken via active transportation such as walking and cycling. The presence of active transportation infrastructure in a community encourages residents to lead more active, healthier lifestyles. The Complete streets concept fits in well with the Maynard Community Development Principles and our other initiatives like the bicycle-pedestrian planning. I am planning for Chris Kuschel to attend our October 1<sup>st</sup> meeting to provide the Board an opportunity to ask additional questions and hopefully vote to approve the Complete Streets Resolution.

**February 8-9, 2013 Storm Reimbursement:**

We have finalized and submitted Maynard's Project Worksheets and supporting documentation for the Federal Emergency Management Agency reimbursement. This is an extremely cumbersome task of documentation, etc. and I want to thank Stephanie Duggan, Marie Morando and Chris Okafor for all their assistance with getting this submitted. This effort will result in several thousands of dollars back to the Town. It certainly does not cover all of our associated costs but does provide for some significant relief.

**Fall Special Town Meeting:**

As you are all aware the STM has been set for November 4<sup>th</sup>, the timeline set requires any departmental submittals be delivered to the Selectmen's Office by no later than September 20<sup>th</sup>, citizen petition must be presented to the Town Clerk by October 4<sup>th</sup>. I am anticipating the Finance Committee will meet on September 23<sup>rd</sup> and/or September 30<sup>th</sup>. We will continuously communicate with Town Counsel to provide review of all articles and motions as they are received and will provide a final review prior to Warrant being printed. We are currently anticipating six (6) Planning Board and three (3) Town Clerk Articles, for a total of nine (9). There are no other articles at this time I am aware of.

**Labor Negotiations:**

I will be requesting the Chairman to allow me to go into executive session for the purposes of negotiations for a future meeting as the Police, Clerical, Supervisor's and DPW Labor's Union contracts are all expiring June 30<sup>th</sup>. I will be seeking direction as I anticipate opening bargaining over the next few months.

**Department of Revenue:**

FY13 is closed and the combined balance sheet has been submitted to DOR Bureau of Accounts. I am anticipating having the FY13 Certified Free Cash by the end of the month if not sooner.

**Downtown Updates:**

I continue to meet with a variety of folks on downtown initiatives. Eric Smith and I had an opportunity to meet with the Revitalize Maynard Collaborative (RMC), a fairly new group comprised of non-profit and community organizations in Maynard, working proactively to improve and sustain a vibrant downtown. The premise behind our initial meeting was to discuss options for them to exist as a group. Such discussions focused on them becoming a non-profit, seeking town support to become a more official part of the town, or attaching themselves to an existing group (such as the Maynard Business Alliance).

10-16 Main Street: I have met with MacDonald Development to discuss moving forward with razing the existing two downtown residential structures. Mr. MacDonald will be constructing a 24-unit residential building with street level commercial space. This project will really enhance the downtown and provide for significant aesthetic improvement.

Off-leash Dog Park – Winter Street



Off-leash Dog Park – Winter Street

