



Town Administrator's Report December 3, 2013

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

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

Electric Vehicle Charging Stations:

I am pleased to announce the Electric Vehicle Charging Stations are being utilized and the artwork is complete. Use of the charging stations is free and available to all those visiting downtown Maynard and has a 3-hour parking limit. Funding for the project was obtained through the Green Communities Designation and Grant Program.



Waste Water Treatment Plant:

This RFP for the Management, Operations and Maintenance of the WWTP was released and is due on December 19th. Chris Okafor and I met with our current provider Weston & Sampson and they have been very accommodating with contract flexibility and continued service.

Pedestrian Crossing:

We have had several discussions over the last few months around this very topic and it has been a focus of the Police Department and my Office. An integral part of what we have been discussing is purchasing a portable speed radar sign that can be put up around Town, and this item has been purchased through grant funds. In addition, we will be replacing all four (4)

School Zone Signs on Route 117 with new LED style lights and installing two (2) permanent Speed feedback signs on Route 117. As another proactive measure I have asked the Department of Public Works to assess the street lighting at all of our crosswalks. Areas that have been identified as inadequate have been prioritized for street light replacement to the new LED lights which provide significant enhancements.

CrossTown Connect:

All five original communities; Acton, Boxborough, Littleton, Maynard and Stow have now agreed to become part of CrossTown Connect. CrossTown Connect is currently in the process of bringing the businesses on board. The original partner Clock Tower Place has agreed to join and IBM has given a verbal agreement. Once the study of Concord and Westford is complete they will work towards getting them on board.

Leadership Team Meeting:

At our recent Leadership Team meeting we discussed the FY15 budget process and Departmental updates. Andrew Scribner-MacLean our new Assistant Town Administrator was in attendance to provide a brief introduction to Department Heads and have an informal discussion. Andrew will be starting on December 16th and will be meeting with the Board of Selectmen on December 17th.

Miscellaneous:

- Held monthly LEPC and Information Technology meeting
- Attended Tourism, Arts and Cultural Development Day in Maynard