
TOWN ADMINISTRATOR'S REPORT

August 4, 2020



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](#):

- TA Greg Johnson and Conservation Agent/Asst Town Planner Kaitlin Young attended the annual Land & Water Legislative Breakfast (held remotely) hosted by the Sudbury Valley Trust (SVT).
- MassDOT reported that an award letter is forthcoming for the Shared Streets funding grant receipt by the town of \$31,525 meant to cover the costs of street calming and other measures in support of the outdoor expansion of retail and services in town.
- Scheduling and operational planning has commenced on the project to replace the roof over the kindergarten wing of the Green Meadow Elementary School. The project is expected to commence in mid-August and be completed in the first week of September. Coordination is amongst DPW, Custodial Staff, the Superintendent's Office, and the contracted designer and awarded contractor.
- TA Greg Johnson and HR Coordinator Stephanie Duggan hosted an Insurance Advisory Committee (IAC) as an initiative to schedule monthly meetings with the group and review and consider health insurance and other benefits policies for town and school employees.
- Town staff conferenced with representation from Moody's Investment Services to review the conditions of the town's finances and economy. It was reportedly a well-received call and we look forward to a positive result.
- TA Greg Johnson and Finance Director Mike Guzzo attended the Finance Committee meeting held Monday July 27 to review the budget transfers proposed and the forwarded town meeting articles, as well as review preparations for the execution of town meeting and other developing articles.
- Town staff provided input towards the application of the eligibility certification report for the Massachusetts School Building Authority (MSBA) in anticipation of a partnership with that agency towards a feasibility study of the Green Meadow School.
- At the request of the Board of Selectmen, TA Greg Johnson and town staff corresponded with town staff of Acton to provide information pertinent to the proposed 230-unit residential development on the town border on the north side of Powder Mill Road.

- Town staff met on site with potential purchasers of the three abutting properties at 94 Powdermill Road, site of the John Deere Powdermill Equipment repair shop. Town staff offered advice as to the potential uses and procedures for the site's re-development. Proposed use of the site by the developer may not be publicly disclosed at this time.



FIRE DEPARTMENT:

We have had 186 emergency requests for services since June 8th, 2020. This includes eight responses to Camellia Gardens alone, and it is only partially occupied. Once we fully filled, we anticipate up to 20 emergency responses per month.

We have continued issuing permits and reviewed plans for fire prevention. We have had 143 fire prevention-related activities since June 8th, 2020, including re-inspections on Railroad Street. We have accepted the fire alarm and sprinkler systems at 2 Digital Way and 9 Digital Way.

We have had 84 in-house training events since June 8th, 2020. All groups are currently training on vehicle extrication techniques with cars donated by CBK Towing, among other training.

We have had 172 maintenance related activities since June 8th, 2020. Your firefighters continue diligently working to keep the building and vehicles disinfected to reduce the risk.

We remain in good supply of personal protective equipment (PPE) for the ongoing COVID-19 pandemic. We have submitted a supplemental PPE Grant as part of the Assistance to Firefighters Program.

Chief Stowers is overseeing the FEMA and CARESAct reimbursements for the community. We have made one submittal and expect more later this week.

We have ordered our new ambulance from Greenwood Specialty Vehicles. We expect to see providing service to Maynard residents early in 2021!

MUNICIPAL SERVICES:

- OMS is looking for potential members for the Housing Production Plan Advisory group. Contact Bnemser@townofmaynard.net if you are interested in volunteering.
- The Economic Development Committee met with two interested cannabis businesses on July 23rd. Flavia Hungara of LMCC is interested in pursuing a retail license in Maynard and Ruben Syde of Delivered Inc. is interested in establishing a delivery only business in Maynard. Both businesses will introduce themselves to the Board of Selectmen at a future meeting.
- Megan Zammuto met with an appraiser on Florida Road to discuss the upcoming MassDOT Bridge project. The purpose of the meeting was to analyze the temporary and permanent parking impact of the project and to assess damages for the Florida Road takings article at the special town meeting.
- [Read the most recent edition of our monthly newsletter here.](#)
- Emergency Rental Assistance Program created by the Affordable Housing Trust has been translated in Spanish and Brazilian Portuguese . We expect to announce the program details this week. The program will provide temporary monthly rental assistance in the form of a grant to eligible households who have a loss of income due to the COVID-19 pandemic.

Public Health

- Health Agent Kelly Pawluczonek, Public Health Nurse Katherine Castle, School Superintendent Brian Hass and ATA Megan Zammuto met virtually on July 29th to discuss the public health nurses role in contact tracing communicable diseases. Public health nurses and school nurses have been and will continue to be in contact during the COVID-19 pandemic.
- [Maynard COVID-19 positive cases can be found here.](#)
- The Maynard Board of Health reminds residents to follow [public health guidelines](#) including social distancing, hand washing and wearing a face covering.

Conservation

- OMS intern Katie Swan is working this summer on preparations for a future River Revitalization Plan. This will include a review of similar plans, recommendations on how the plan should be outlined, environmental permitting, and preliminary recommendations including potential riverfront access locations.
- The Conservation Commission has over five people interested in joining the Commission, who will be in attendance at the next ConsCom meeting. The Commission is hoping to fill one voting spot, and at least 2 associate (non-voting) member spots.
- The Conservation Commission has received a Request for Determination of Applicability for repaving work at 10 Mill Street. This is set for review on August 11th.

Planning

- The Planning Board plans to hold a hearing to review and approve of the Zoning Bylaw amendments on Aug 11th.
- The request for determination of major/minor modification of Mill and Main's Ryder Truck storage has been continued to August 11th.
- The Coolidge School Planning Board public hearing opened on July 28th and was continued to August 11th. The Zoning Board of Appeals public hearing to consider a variance for the Coolidge School was continued to August 24th.