



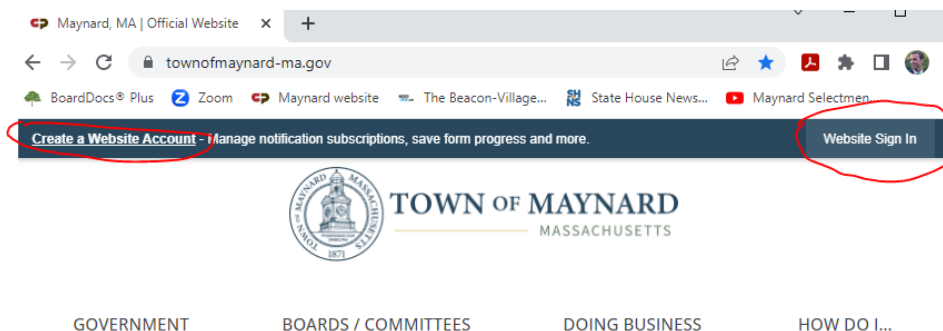
# TOWN ADMINISTRATOR'S REPORT

**June 20, 2023**



## ADMINISTRATION:

- The town's [new website](#) allows for residents to create a log in and register to receive notifications, alerts, and other information relative to their interests. Committee members can also request "Author" permissions to edit their specific body's webpage to be published by a town staff "Administrator".



- Treasurer/Collector Jenn Welch attended the annual Mass. Collectors / Treasurers Association (MCTA) conference on June 12-14, 2023.
- TA Johnson and Planning Director Bill Nemser met with representatives of Mill & Main, specifically from Lincoln Properties and Artemis (leasing/management and owner, respectively), to touch base as to the current occupancy status (approximately 50%) and offering town guidance for the business-prospects for the Mill. The Mill's representatives indicated challenges to marketing office spaces in the region, but had no other proposal prepared to

present to town staff as an alternative strategy to increase occupancy (ie residential, lab space, manufacturing, etc).

- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan are conducting a search for a new Town Accountant.
- TA Johnson and HR Manager Duggan are scheduled to begin regular collective bargaining agreement negotiations with NEPBA Police unions (Patrolmen and Superior Officers), and are expecting to coordinate the start of negotiations with AFSCME Clerical Union. Individual personnel employment agreements to be negotiated include: Police Chief; Deputy Police Chief; Planning Director; and, Human Resources Manager.
- Town offices are closed on Monday, June 19, 2023 in observance of Juneteenth, and closed on Tuesday July 4, 2023, in observance of Independence Day.
- TA Johnson commends the organizers and attendees of the annual Flag Day observance event on June 14, 2023.
- TA Johnson congratulates the graduating students of Maynard Public Schools, including Seniors and 8<sup>th</sup> graders!
- The Library Board of Trustees approved their Strategic Plan for 2023-2028.
- TA Johnson, as the town's Chief Procurement Officer, is conducting four procurements for the following services:
  - On-call engineering services ("Town Engineer");
  - Planning Board engineering review services;
  - Conservation/Wetland review services; and,
  - Owners Project Manager (OPM) for design and construction of replacement Alumni Field bleachers.
- TA Johnson, Planning Director Bill Nemser, School Committee member Maro Hogan, solar energy consultant Beth Greenblatt, Planning Board Chair Chris Arsenault and representatives of Solect Energy met at the Maynard High School front parking lot to review proposed plans for the installation of carport solar arrays.



## **PUBLIC WORKS:**

### **Monthly Construction Progress Update 6**

Well 4 WTP Upgrades

May 2023

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#### **Wellfield site:**

- Mobilized equipment.
- Filled in slurry trench.
- Excavated and dewatered in preparation for installing pitless adapters.
- Installed pitless adapters and wellheads.

#### **Water Treatment Plant site:**

- Backwash Waste Holding Tank
  - Installed and wire-tied rebar for the walls of the backwash tank.
  - Installed forms on the inside and outside of walls and on the columns.
  - Final re-bar installed and concrete poured.
- Electrical duct bank from School to WTP
  - Cleared for adjusted ductbank alignment to avoid live direct buried power in access road.
  - Began excavation and laying out ductbanks and conduits.
- Generator
  - Trenching, ductbank and conduit for the generator.

- Prepped for generator pad pour.



**Photos:**  
Wellfield – Pitless adapters.





**Photos:**  
Wellfield – HDD





**Photos:**

WTP – Backwash Waste Holding Tank







**Photos:**  
WTP – Backwash Waste Holding Tank (Continued)







**Photos:**  
WTP – Generator Pad





Stantec Consulting Services Inc.