



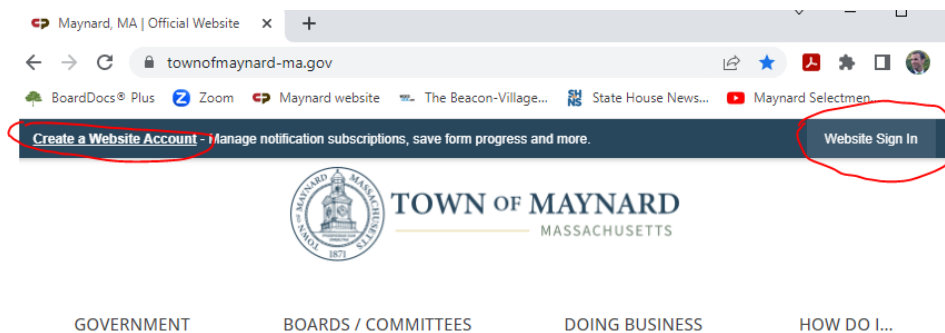
TOWN ADMINISTRATOR'S REPORT



July 18, 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".



- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan are conducting a search for a new Town Accountant.
- TA Johnson is expected to attend a visit from District Attorney Ryan to the Boys and Girls Club of Assabet Valley on Monday July 17, 2023.
- TA Johnson and HR Manager Duggan are conducting regular collective bargaining agreement negotiations with NEPBA Police unions (Patrolmen and Superior Officers), and with AFSCME Clerical Union. Individual personnel employment agreements to be negotiated include: Police Chief; Deputy Police Chief; and, Planning Director.

- TA Johnson is planning to attend the Massachusetts Municipal Managers Association (MMMA) Conference on Thursday July 20 in Sandwich, MA.
- TA Johnson plans to use Personal Time Off (PTO) for vacation on Friday, July 28, and August 14-18, 2023.
- TA Johnson and Planning Director Bill Nemser joined local officials at the Assabet Coop Market to welcome Congresswoman Clark to hear about the current successes of the town and its challenges towards goals of progress.



- TA Johnson and Executive Assistant Greg Wilson attended the recent meeting of the Maynard Business Alliance (MBA) hosted in person for the time since the pandemic.
- The Treasurer/Collector's Office will be closed August 15-18, 2023 as staff attends professional development at the annual Massachusetts Collector/Treasurer Association (MCTA) conference.
- TA Johnson is conducting procurement procedures for multiple contracts (status as listed):
 - Owners Project Manager (OPM) for Alumni Field Bleacher design and construction (submissions received and being reviewed by town and school staff, then to have the Athletic Field Committee consider endorsement, then for the School Committee to consider endorsement, then the Select Board to consider contracting);
 - Engineering Review consulting services for the Planning Board (submissions received and being reviewed by town staff to consider multiple contracts to be awarded);

- Conservation and Wetland Regulation and Planning Consulting Services for the Conservation Commission (submissions received and being reviewed by town staff to consider multiple contracts); and,
 - Town Engineering Services (submissions received and Letter of Award issued to VHB, and Town Counsel drafting contract).
- The Maynard Public Library hosted artists' submissions for the design of a crosswalk painting contest hosted by the town's Cultural Council. The submissions are hanging in the Library's Roosevelt Room for public review.

