



# TOWN ADMINISTRATOR'S REPORT



**September 19,  
2023**

## **ADMINISTRATION:**

- Town Offices will be closed Monday, October 9, 2023 in observance of the Indigenous Peoples Day holiday.
- Town Administrator (TA) Johnson plans to use Personal Time Off (PTO) for vacation on Friday, October 6, 2023.
- The Town Clerk's Office will be closed on Monday, October 2nd from 9:00 am – 1:00 pm while holding poll pad training at the Fire Department Training Room during that time.
- The Town Clerk's Office is hosting a mock election at the Green Meadow Elementary School on September 19, 2023 to decide the next dog license design.
- TA Johnson and Assistant Town Administrator (ATA) Stephanie Duggan are conducting regular collective bargaining agreement negotiations with the AFSCME Clerical Union. Individual personnel employment agreements to be negotiated include the Planning Director.
- TA Johnson and ATA Duggan are conducting recruiting and hiring procedures for a new Executive Director of Municipal Services (EDOMS).
- Health Director Ivan Kwagala is partnering with the Town of Concord's staff to recruit and hire a shared public health nurse.
- TA Johnson is partnering with Town Accountant Kevin Petersen in pursuit of consulting and contracted administrative support for the Town Accountant's Office during the personnel transition of that office and conduct of end of year reporting, including "Schedule A" reporting to the Department of Revenue and working with the Business Office of the Maynard Public School District.
- Treasurer/Collector Jenn Welch is managing the implementation for electronic pay stubs for town employees.

- Commendation is in order for Treasurer/Collector Jenn Welch who volunteered to work with the South Middlesex Opportunity Council to distribute water/sewer bill credits to Maynard residents receiving fuel assistance.
- More commendations: Responding to the storm situation on September 8, 2023, Council on Aging (COA) Van & Maynard Shuttle service driver Andrew Falcao offered to be on-call for the delays at the South Acton train station that evening. Andrea Adams, also a COA van and Maynard Shuttle Service driver, made herself available on September 9 to provide support to the Maynard Police and Fire Department for residents requiring wheelchair lift assistance via the COA vans.
- 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".
- TA Johnson is conducting procurement procedures for multiple leasing agreements for portions of 61-63 Summer Street. TA Johnson is also drafting procurement procedures for soliciting proposals from potential vendors to administer the Municipal Vulnerability Program (MVP) 2.0 grant program.

## **PUBLIC WORKS:**

- The Department of Public Works (DPW) is seeking feedback from all Maynard residents regarding current and future trash and recycling services. Please take our 5-10 minute digital survey located at the following link <https://forms.gle/5zcfNqaN3LUbAneHA>. You may also find this survey located at the town of Maynard website [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

The Town of Maynard Solid Waste & Recycling Task Force is assessing Maynard's trash and recycling program. We are tasked with trying to strike a balance between services residents need or want, services residents are willing to pay for, and how much trash and recycling services truly cost. Environmental and fiscal sustainability are important considerations that the Task Force is weighing in evaluating trash and recycling services. Your feedback is a vital factor in deciding the future of this service.



Scan the QR code below with your smartphone or go to [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov) and click on the Trash & Recycling button on the homepage.



- The Department of Public Works responded to tree and vegetation damages during the storm event Friday, September 8, 2023. DPW crews, led by Foreman Joe Foster, assessed damage to trees, public roads, and assisted private residents and commercial areas. In coordination with Eversource utility, dispatched town crews and town contractor Assabet Valley Tree and Landscape to remove damaged or threatened trees accordingly.

Images from the storm's damage:



## COUNCIL ON AGING:

- The Council on Aging is open Monday through Friday from 9:00 a.m. to 3:00 p.m. The COA provides information and referral for supportive services including home care, health insurance counseling, fuel assistance, food resources, housing, legal issues, public assistance programs and transportation. The Council on Aging accepts and lends durable medical equipment.

- The Council on Aging van service provides transportation Monday through Friday from 7:00 a.m. to 3:00 p.m. Destinations include medical appointments, grocery shopping, banks, and salons. Special trips include Walmart in Hudson and Savers thrift store in Marlborough.
- On August 8 Maynard seniors enjoyed a special trip (sponsored by Best of Time) to Portsmouth, New Hampshire. Due to thunder and high seas, the group did not make the journey out to the Isle of Shoals but were treated to a historical harbor cruise with a delicious lunch at the Gas Light restaurant (former home of the city's first utility, the Portsmouth Gas Light Company).



- The COA is offering many exciting program opportunities in September including a Fall Prevention presentation provided by staff from the Maynard Fire Department, a cybersafe workshop through the Senior U, monthly movies with lunch, grab-n-go luncheons, the COA Book Club, pickleball, Mahjong and more!
- The COA is thrilled to have Maynard artist Margot Slowick return to teach this fall. Experimental Watercolor is sure to bring out undiscovered talent in both experienced and beginner students.



- The Council on Aging published a September/October newsletter which featured MaynardFest, the Maynard Farmers Market, 6 Bridges Gallery exhibition news, Medicare presentations, special programs from the Maynard Library, and a health and wellness article on food borne illnesses from Alicia Nixon, dietitian from Emerson Hospital. Of note was a new feature: Congresswoman Katherine Clark's welcome letter to the residents of Maynard.

## **MUNICIPAL SERVICES:**

- COVID-19 cases have spiked this month due to a new strain, Omicron variant XBB.1.5. The earlier bivalent Moderna and Pfizer-BioNTech COVID-19 vaccines are no longer authorized for use in the United States, and administration of bivalent Moderna and Pfizer-BioNTech COVID-19 vaccines must cease immediately. On September 11, 2023, the U.S. Food and Drug Administration (FDA) approved and authorized for emergency use updated monovalent (single) COVID-19 vaccines to provide better protection against hospitalization and death.

What do residents need to do?

Regardless of previous vaccination, individuals 5 years of age and older are eligible to receive a single dose of an updated mRNA COVID-19 vaccine at least two months after the last dose of any COVID-19 vaccine.

Individuals 6 months through 4 years of age who have previously been vaccinated against COVID-19 are eligible to receive one or two doses of an updated mRNA COVID-19 vaccine (timing and number of doses to administer depends on the previous COVID-19 vaccine received). Unvaccinated individuals 6 months through 4 years of age are eligible to receive three doses of the updated authorized Pfizer-BioNTech COVID-19 Vaccine or two doses of the updated authorized Moderna COVID-19 vaccines.

For more information: Contact Maynard Public Health to request COVID-19 test kits and mask. For more information on vaccines and where to get vaccinated, visit: <https://www.mass.gov/covid-19-vaccine>