

TOWN ADMINISTRATOR REPORT

September 4, 2024



ADMINISTRATION

- Town Administrator (TA) Johnson and Assistant Town Administrator (ATA) Stephanie Duggan are conducting regular collective bargaining agreement negotiations with the IAFF Fire Fighters Local 1947 union, and with the Public Safety Tele-Communicators NEPBA Local 114 dispatchers union.
- TA Johnson and ATA Duggan are finalizing recruitment procedures for the Town Clerk position, as Dianne Reardon is retiring September 10, 2024.
- TA Johnson is planning to take Personal Time Off (PTO) on Friday, September 13, 2024, and October 8-15, 2024.
- TA Johnson joined the School Building Committee and Finance Committee meetings held Monday, August 26, 2024.
- A site-visit for officials is planned for Friday, September 6, 2024, for the Route 27 / Acton/Concord Streets intersection traffic safety improvements project.
- ATA Duggan is planning to attend the Massachusetts Municipal Human Resources Association's fall conference in Falmouth, MA on September 11-13, 2024.
- Town Offices are closed Monday, September 2, 2024, in observance of the Labor Day holiday.
- Thanks to Town Clerk's Office and all election officials (and voters) for the successful early voting conducted leading up to the state primary of September 3, 2024.
- TA Johnson attended the "opening day" of Maynard Public Schools on Monday, August 26, 2024, hosted by the Superintendent's Office and joined by all school facility and staff and officials.
- The Massachusetts Cultural Council granted the Maynard Pride Association with \$2,500 as part of the state agency's FY25 festivals and projects program.
- Treasurer/Collector Jenn Welch successfully completed her Treasurer's certification after the requisite years of experience and examinations.
- Executive Director of the Office of Municipal Services (OMS) Steve Silverstein completed three procurement training certifications from the state's Inspector General's Office, and may apply for the Associate Massachusetts Certified Public Procurement Officer (MCPPO) designation.

- The Chief Assessor's Office has listed the tax exemptions on the website: <https://www.townofmaynard-ma.gov/159/Assessors-Office>