



TOWN ADMINISTRATOR REPORT



March 4, 2025

ADMINISTRATION

- Town Administrator (TA) Johnson and Assistant Town Administrator (ATA) Stephanie Duggan began regular collective bargaining agreement negotiations with the LIUNA Professionals union and LIUNA Laborers union. TA Johnson expects to begin negotiations with Director of Public Works (DPW) Justin DeMarco.
- TA Johnson offered letters of support for Comcast and Verizon (respectfully) for their application of state endorsement for broadband expansion to help unserved and underserved customers in the community.
- TA Johnson received the Regional Housing Services Office (RHSO) report that shows Maynard enjoys “safe harbor” from imposed Ch 40 housing development until October 1, 2025, and that Maynard has a 9.98% Subsidized Housing Inventory (SHI) and requires 10% for ongoing “safe harbor”. It should be noted that long-time director, Liz Rust, is planning to retire in the upcoming fiscal year.
- TA Johnson and town staff hosted town officials from Concord to review the impacts and lessons-learned in the development of Maynard Crossing, as Concord prepares for the turnover of the vacant MCI Concord property.
- TA Johnson hosted the evaluation team for the Request for Proposals (RFP) seeking space to lease for a new senior center to tour the proposed spaces.
- TA Johnson joined Sally Warner of the Sustainability Committee in a public hearing with the Department of Public Utilities (DPU) in the agency’s consideration of the town’s proposed community electricity aggregation program.
- TA Johnson attended and presented recommendation to the Budget Sub Committee meeting held Wednesday, February 26, 2025.
- TA Johnson coordinated the pre-contract application for the MassWorks awarded grant of \$500,000 for the design of upgrades to the Powder Mill Pump Station.

- TA Johnson expects to join Library Director Jean Maguire and officials of Wayland, Weston, Stow, Acton and Maynard, at the Goodnow Library in Sudbury for the 2025 Library Legislative Breakfast on Friday, March 7th, 2025.
- TA Johnson is planning to take vacation on Friday, March 14, 2025.
- ATA Duggan attended a financial forecasting seminar hosted by the state's Division of Local Services in Amesbury, MA.



PUBLIC WORKS

- It's been reported that the traffic lights for Concord/Acton Streets may be arriving in the coming two-four weeks, and may be installed by the end of March.

MUNICIPAL SERVICES

- The Office of Municipal Services (OMS) worked with Maynard Fire Department (MFD) to "dispose" (sell) the town's decommissioned E-One Cyclone fire truck. Using the same auction broker that sold goods in the old firehouse at 1 Summer, the Town received \$5,500 to purchase the used truck from the winning bidder, Cumberland Fire Department of Rhode Island. This sale is in accordance with procurement practices for disposition of goods by municipalities.

FIRE

- Chief Lawless attended a multi-day professional development session in Worcester hosted by the Fire Chiefs Association of Massachusetts (FCAM).

TOWN CLERK

A few important reminders from the Town Clerk's Office:

Census Reminder – Don't forget to return your census!

Dog License Renewal – Avoid late fees by registering your dog before March 1.

RABIES CLINIC



SAT. MAR 8, 2025
9:00-11:00 a.m.

MAYNARD DPW BARN
38 WINTER STREET

FOR MORE INFORMATION CONTACT: **JENNIFER CONDON**
ANIMAL CONTROL OFFICER
978-897-5596

DOGS MUST BE LEASHED - CATS MUST BE IN A CARRIER



Rabies Clinic – Hosted by Maynard's Animal Control Officer, Jennifer Condon (see attached flyer for details).



Run for Local Office! – Nomination papers are now available for the following offices:

- One (1) Select Board Member – 3-year term
- One (1) Board of Library Trustees – 3-year term
- One (1) School Committee Member – 3-year term
- One (1) Housing Authority Member – 5-year term

Deadline to obtain nomination papers: March 17th

For more information, contact the Town Clerk's Office or visit: [Town of Maynard Elections](#).

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 referrals 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.
- Maynard Public Health Nurse, Moira Carter presented on Self-Advocacy in Healthcare in addition to facilitating the COA's monthly blood pressure clinic.
- Pop Up Art School's felted wool squirrel workshop brought out fans in support of National Squirrel Appreciation Day.

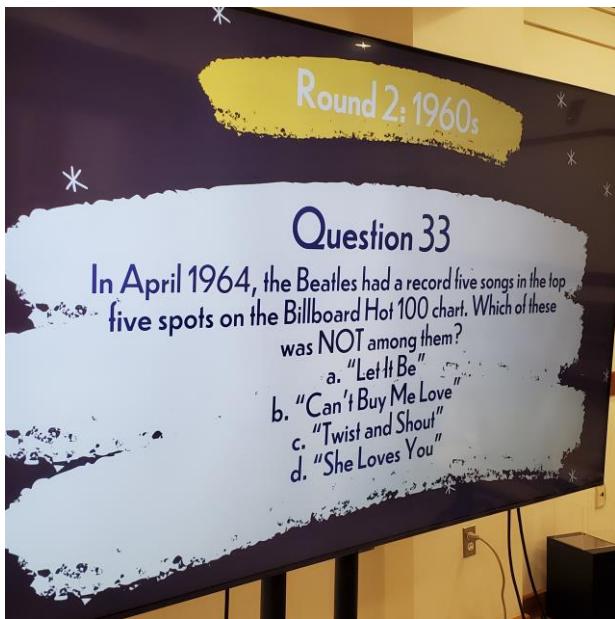




- Staff from Therapy Gardens hosted a Craft Your Own Tea Blend presentation. Participants learned about the health and overall well-being components of various tea blends and then had an opportunity to craft their own blend.



- In January, the COA provided two Road Trips to Michael's Bridge Diner and a shopping trip to Walmart.
- The Council on Aging co-sponsored two special programs with the Maynard Library in January: Trivia Bingo and a virtual travel program to Wyoming with Bill Gette.



- The Council on Aging was closed from January 31 through February 18 for rodent remediation at the golf course function hall, kitchen and restrooms. The Council on Aging itself did not have any evidence of rodent activity. The Maynard Library hosted mahjong and Mexican train dominos, hybrid fitness classes were held on Zoom and special programs were rescheduled. The COA received many calls, emails and Facebook postings offering support and space to hold an activity.