



# **TOWN ADMINISTRATOR REPORT**

**October 7,  
2025**



*Ginkgo biloba tree on southeast wall of  
Maynard Library, September 2025.*

## **ADMINISTRATION**

- Town Administrator Johnson supported the Budget Sub Committee meeting of September 23, 2025, in which he reported the Fiscal Year (FY) 2025 closing status, the FY26 expense highlights to date, and preparation for the FY27 budget development.
- TA Johnson thanks the Assabet Chamber of Commerce for hosting the Maynard Fest, October 4, 2025, and for all the exhibitors and participants.
- TA Johnson observed flu and COVID vaccination clinic at the Fowler School, Tuesday, October 7, 2025.
- Town offices will be closed on Monday, October 13, 2025 in observance of Indigenous Peoples Day.
- The Treasurer/Collector's Office is excited to welcome Matthew Gargano as the town's new Assistant Treasurer/Collector! Matt comes to us from the auditing firm of Roselli & Clark & Associates where he spent three and a half years working closely with senior auditors and clients in performing municipal audits. He holds a master's in accounting from Salem State University's Bertolon School of Business and is looking forward to continuing his municipal work here in Maynard. "During my time at Roselli, Clark, and Associates, CPAs, I worked extensively on the audits for various cities and towns. This experience has given me a solid understanding of municipal finance and operations. Conducting detailed testing and analysis of the treasurer's year-end cash book, payroll, tax and water/sewer bill collections, and the warrants payable process were some of my main responsibilities." Matt has 3 brothers, a big white lab named Ellie, and a lovely girlfriend, Meg. He enjoys working out and be outside in nature. In his free time he is either spending time with Ellie, trying new restaurants with Meg, or watching football or playing golf with his brothers.



- To address recent exposure of vulnerabilities of Town Hall's computer servers, the town's contracted IT service provider, "The 20 MSP", is scheduled to install replacement VPN systems on Wednesday, October 8<sup>th</sup> at 4pm, which will make the servers inaccessible for a few hours. This work is not expected to interfere with dispatch communications, but has been in coordinated with Police and Fire for redundancy.
- TA Johnson and Council on Aging Director Amy Loveless met with consultants on behalf of Open Table to provide personal perspective on food insecurities in the area and the intersection of government resources and private entities, such as Open Table. The consultants are collecting information to propose recommendations for Open Table's strategic plan.
- TA Johnson and Office of Municipal Services (OMS) Executive Director Steve Silverstein met with the owner and staff of new furniture store Fly By Night and congratulated the team on their opening.
- For National Coffee Day (and a bit of Monday morning pick-me-up morale), Assistant Town Administrator (ATA) Stephanie Duggan acquired coffee for town staff on Monday, September 29, 2025.
- Through a state-grant award, the town and school's new Municipal Energy Manager position started, with Rebecca Ansolabehere meeting with town and school officials, as well as project managers and consultants and committees. Rebecca has an office and email through the school department, and reports to both the Town Administrator and Superintendent of Schools.
- The Maynard Cultural Council was awarded \$8,600 by the Massachusetts Cultural Council, and intends to use the funds primarily for local grants to community contributors.
- Town Hall offices will be closed to the public on Tuesday, October 14, 2025, from 11:30 to 1:30pm when employees will be attending a "Town Hall Fall Picnic". These sorts of gatherings are periodically held to encourage comradery and provide a opportunity for TA staff to report goings-on around the community, specifically Town Meeting highlights or personnel hirings and retirements. At this picnic, employees are encouraged to provide donations for Open Table's Kids Bags contributions.



## PUBLIC WORKS

- Thanks to the hard work of the Tree Committee and Tree Corps, the Downtown Arboretum received accreditation for Level I through the ArbNet Accreditation program. ArbNet created its Arboretum Accreditation Program to establish and share a widely recognized set of industry standards for the purpose of unifying the arboretum community. No other international program of accreditation exists that is specific to arboreta. Any arboretum or public garden with a substantial focus on woody plants may apply. Accreditation is based on self-assessment and documentation of an arboretum's level of achievement of accreditation standards, including planning, governance, number of species, staff or volunteer support, education and public programming, and tree science research and conservation. The entire program is free of charge.
- Public Works supported the recent cleaning operations hosted by OARS for the Assabet River. Over 70 volunteers came together across 7 locations throughout the watershed. OARS reports that some of the more unusual finds included motorcycle parts, shopping carts, tires, large sheet metal panels, wooden pallets, storage barrels, and more. OARS annually partners at the town DPWs from Bedford, Carlisle, Concord, Framingham, Hudson, Hopkinton, Maynard, and Stow.



- Parking meters will be removed from Naylor Court's central parking area beginning in the next few weeks. The contractor will work on one section of meter removal at a time to limit the disruption to the existing parking. Only a couple of parking spaces will be blocked off for a day or two for the removal of each meter. Public messaging with



details will be posted closer to start date of the operation.

- The Department of Public Works conducted overnight street and sidewalk sweeping downtown on Thursday night, October 2, 2025. Operations create high levels of noise, and we appreciate the community's patience and tolerance during this important activity.
- The K5 corporation will begin roadway line painting work on either Thursday, October 2nd or Sunday October 6th starting at 8 or 9 pm, and lasting throughout the evening on the following roadways:

Great Road, Parker Street, Powder Mill Road, Waltham Street, Summer Street, Nason Street, Acton Street, Haynes Street, Brown Street, Concord Street, Walnut Street, Thompson Street, Main Street, and Sudbury Streets, Florida Road and Tiger Drive.



We request that all residents please refrain from parking on the roads at the locations provided overnight on those nights. This will allow the process to be completed in an efficient manner.

## LIBRARY

- TA Johnson and Director of Public Works (DPW) Justin DeMarco are assisting Library Director Jean Maguire in overseeing the management of rehabilitation of the library's north stair well. Town Meeting appropriated funds for this project that addresses leaks and failing conditions from the envelope. Bidding procedures for the general contractor of the project is being developed in partnership with the contracted "House Doctor" design firm, Liro.

## POLICE

- Police Chief Chris Troiano and TA Johnson reviewed his department's goals for Fiscal Year 2026.
- TA Johnson witnessed the recently re-initiated (after many years) "Coffee with a Cop" on Wednesday, October 1, 2025, at the Boston Bean House downtown Maynard. Police Chief Chris Troiano, Deputy Chief Mike Sutherland, Sergeants Wellborn and Manchuso, and Officer Banatoski and others, met with residents, visitors and customers to answer any questions or hear concerns or discuss any issues (plus coffee!).



## 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.
- A special presentation on fraud prevention was hosted by Middlesex Savings Bank at the Council on Aging. Representatives from Middlesex Savings Bank gave an overview of current scams and strategies to avoid them. The Maynard Police Department provided an update us on bitcoin frauds and agents from the FBI and the Internal Revenue Service also presented.
- Maynard artist Barbara O'Brien taught a three-part Nature Journaling workshop. Seniors utilized the view from the golf course deck, Ice House Landing and Small Farm in Stow to create artwork reflecting the beauty of the outdoors.



- Deaconess Abundant Life Services presented a program on Healthy Eating for Older Adults and Therapy Gardens led a workshop on making pickles.



- Co-sponsorships with the Maynard Library include a new four-part Retirement Wellness Series and a presentation on Finding Transportation Using Uber and Lyft.

## FIRE

- On Wednesday, September 24, 2025, the Maynard Fire Department hosted a “skills day” for prospective candidates to join the department. The first test is to climb the tallest ladder truck, in 80 lbs of gear, and release the hand grip at the top to show confidence in the ring-lock and comfort at the height. TA Johnson accepted the invitation to observe a portion of the test, hosted by Fire Chief Lawless and the Captains and Fire Fighters of the department, as assisted by Pro-EMS contracted ambulatory care providers.



- Maynard Fire is pleased to share that five new Automated External Defibrillators, donated to the town through an ongoing Gold Award project by local Girl Scout Siena Hesbach, have officially been installed. A brief ceremony presenting the AEDs was held at Memorial Park on Saturday, Oct. 4, at 10 a.m. during Maynard Fest 2025.
  - AEDs are easy-to-use portable medical devices designed to assist individuals experiencing sudden cardiac arrest. AEDs require minimal training, making them essential in emergency situations.
  - The locations of the newly installed AEDs are:

Memorial Park (Nason Street side )

Fowler School (soccer fields)

Maynard High School Alumni Field (near the track)

Rockland Ave Soccer Fields

Ice House Landing (on the bike path next to the kayak rentals)

These locations were selected based on proximity to well-used outdoor activities as well as school fields and recreational areas.

The Maynard Fire Department would also like to recognize ZOLL, an AED manufacturer that partnered with the department and Siena during the course of the project. Maynard Fire encourages residents to come say hello to department members and inquire about the new AEDs!

