

TOWN ADMINISTRATOR'S REPORT

Sept. 27, 2022



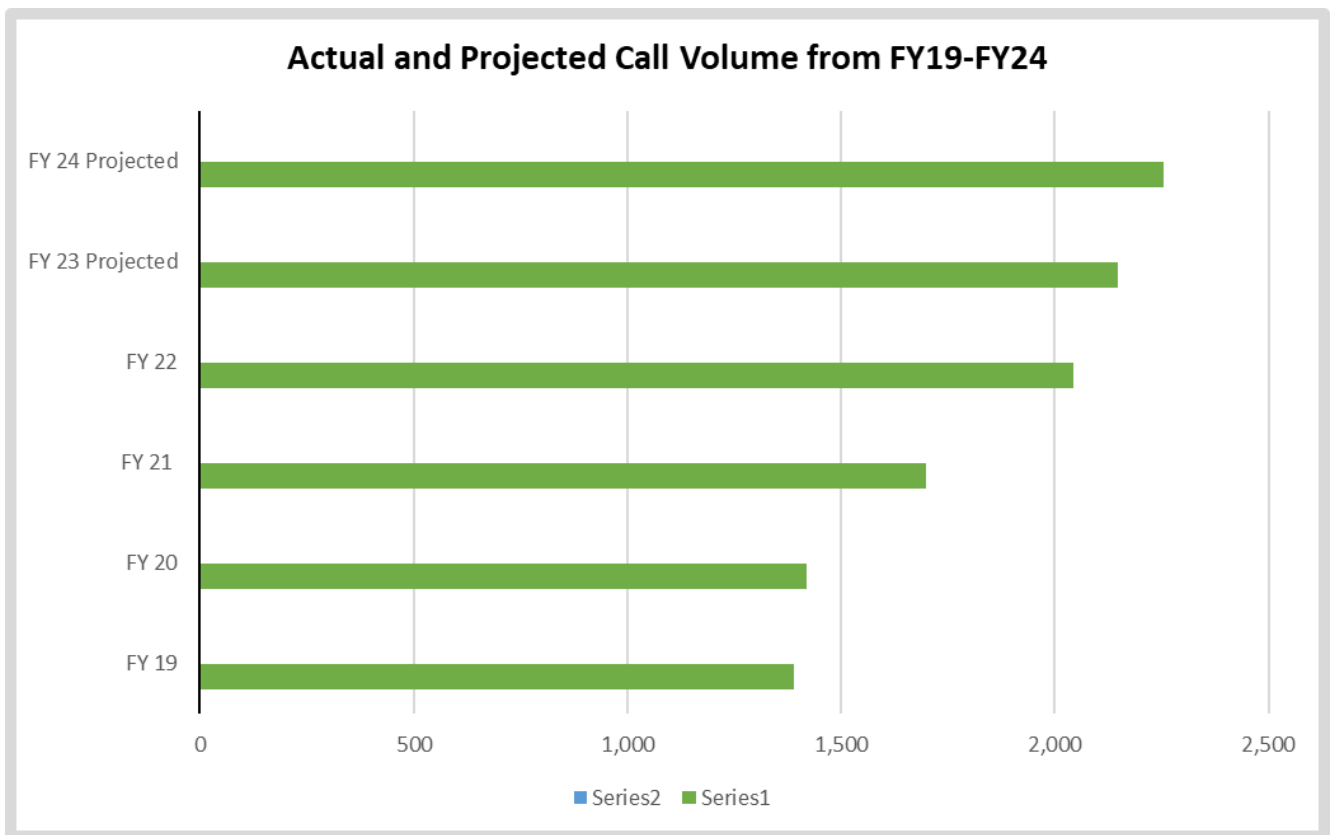
ADMINISTRATION:

- Town Administrator (TA) Greg Johnson encourages the public [to subscribe](#) to the regular newsletter edited by Assistant Town Administrator (ATA) Megan Zammuto that highlights current and future projects, new businesses and upcoming public meetings.
- TA Johnson and Human Resources (HR) Manager Stephanie Duggan continue negotiations with Firefighters, as well as the Director of Public Works' employment agreement.
- HR Manager Stephanie Duggan is assisting in the recruitment and hiring process for a number of positions, including Health Director in Municipal Services, and Executive Assistant to the Town Administrator/Select Board.
- Chief Assessor Angie Marrama announced her retirement for October 6, 2022. HR Manager Duggan is preparing recruitment and hiring procedures, as well as consideration for interim private consulting.
- Town staff continue to engage with Civic Plus towards creation and migration to a new town website, expected to launch approximately January 2023.
- The Town Clerk's Office reports the following September 6, 2022 Election Early Voting (EV) Ballots:
 - 1599 Ballots were mailed
 - 897 Ballots were returned and counted
 - 272 Ballots were voted during IN PERSON Early Voting
 - 430 Ballots that were mailed were never returned
- Town offices will be closed on Monday, October 10, 2022 in observance of Indigenous Peoples' Day.
- Special Town Meeting scheduled for October 24, 2022 in the Fowler School's auditorium at 7pm. [For more information on Town Meetings, please visit the town's website.](#)
- The Town's Sustainability Committee offered goals to the Green Meadow School Building Committee for consideration in the design of the new facility.

- Water and Sewer Enterprise Funds consultant Doug Gardner of Pioneer Consulting Group recently passed away. As such, alternative firms are being sought for advice in considering utility rates to be proposed to the Select Board. Proposals may be expected later in the Fall or mid-Winter, perhaps December 2022.
- The town’s annual Municipal Separate Storm Sewer System (MS4) report was submitted to meet federal and state regulations.
- Town departments are preparing to support the Assabet Chamber of Commerce’s Maynard Fest scheduled for October 1, 2022.
- The Treasurer/Collector’s Office and Council on Aging (COA) are collaborating in administration of a Low Income Household Water Assistance Program as a one-time program that is part of the pandemic relief package passed by the US Congress and is managed by the Dept. of Housing and Human Development. It is not associated with the Massachusetts Housing Partnership. Eligibility is tied to the Low Income Household Energy Assistance Program (LIHEAP). Eligible households are being notified.

FIRE:

- In August, the Fire Department responded to 157 emergency requests for services. This is about the same as August of 2021. In October the urgent care facility on Digital Way is expected to open. We anticipate an additional increase in call volume of about 5% once the facility is fully operational. Below is a chart showing actual and projected call volume numbers from FY 19-FY24.



- We have continued issuing permits and reviewing plans for fire prevention. In August, we had 90 recorded fire prevention-related activities, including inspections. Most of our inspection requests continue to be handled by the on-duty captain in addition to their other duties and increased call volume. Staffing is becoming a more significant issue between call volume and fire prevention-related events.
- The Maynard Fire Department conducted 33 training sessions in August.
- We had 81 maintenance-related activities in August. Engine 2 needed some costly repairs related to the emissions systems on the motor.
- We provided mutual aid 12 times in August and received it 9 times.
- The construction of the new fire station is moving forward. The latest schedule has us moving in on October 11, but that is subject to change.



POLICE:
Incidents:

- On August 2nd, while on routine patrol the Sergeant discovered what appeared to be new damage to the building. The damage and graffiti were documented, and the property owner was notified.
- On August 5th, Officers responded to a residence on Lewis Street where a tree had fallen on the house. Officers and the Fire Department spoke with the resident who had contacted insurance. Photographs were taken of the damage, a report was filed, and the resident was advised to contact us in the event she had further concerns.
- On August 15th while on routine patrol an Officer observed damage to several flowerpots that appeared to have been pushed off the banister in front of a Main Street business. The business owner was notified, and Officers were checking for cameras in the surrounding area.
- On August 16th, Officers responded to Nason Street, where two businesses reported property damage and vandalism to a front door and signage. Officers are reviewing camera footage and the matter is under investigation.

Community Outreach:

- In early August with the incredibly warm weather, MPD opened as a cooling center for those in Maynard who may need a place to cool down!
- On August 22nd, Chief Noble and Officer Wellborn handed out the medals to the winners of the Special Olympic golfers at the Stow Acres Country Club. It was a great day for golf and luckily the event ended just before the rain came.
- On August 31st, SRO McCann was on Tiger Drive to welcome back all our Maynard students! She is super excited to start the 2022- 2023 school year off by providing further safety and security at The Green Meadow Elementary School, Fowler Middle School & Maynard High School for our students, teachers and staff.
- Our Officers have been making the rounds to as many lemonade stands as possible this summer! Thank you to our friends for keeping MPD hydrated in August:



Training:

- On August 9th Chief Noble and Deputy Chief Troiano trained in Preventing Discrimination and Harassment in the Workplace conducted by MIIA
- On August 24th and August 25th SRO McCann attended a two-day ALICE Training.

Retirement:

- On August 5th, 2022 we bid farewell to Jimmy Maria, as he enters retirement. Jimmy has been with the Maynard Police Department for close to 20 years as our Custodian. We will certainly miss seeing his smiling face here each day! Wishing you a happy & healthy retirement, and please give him your well wishes if you see him around town!



Motor Vehicle Stops:

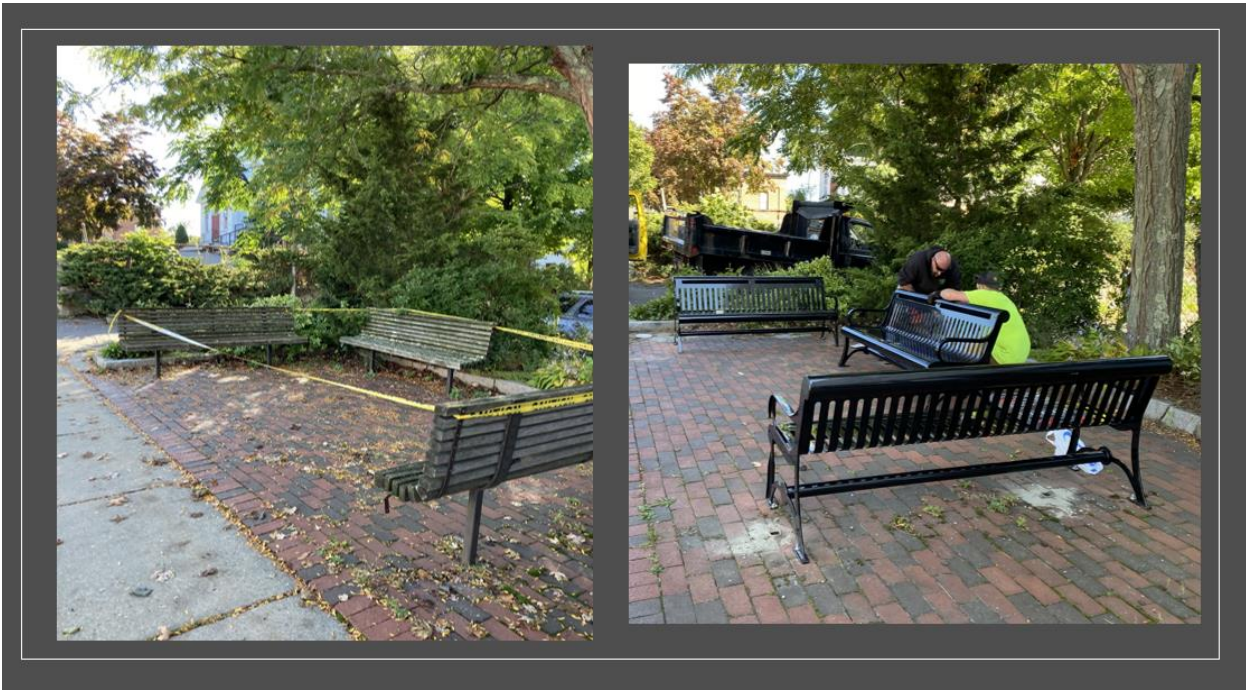
- Civil Citations: 6
- Written Warnings: 64
- Verbal Warnings: 140
- Arrests (motor vehicle related): 5
- Criminal Complaints: 6
- Total Motor Vehicle Stops: 221

Motor Vehicle Accidents:

- Great Road 1
- Haynes Street 1
- Main Street 1
- Parker Street 2
- Summer Street 2
- Waltham Street 1
- Total 8

MUNICIPAL SERVICES:

- The Office of Municipal Services welcomed Zoe Piel who is the new Administrative Assistant to the Office.
- Downtown Bench Upgrade - Residents and visitors can now enjoy new benches thanks to the Community Impact Payments provided by GreenStar Herbal (currently Rise) in 2021. We are grateful for the opportunity to upgrade our aging infrastructure and welcome residents and visitors to take a seat and enjoy our beautiful downtown for years to come.



Planning/Zoning

- Powder Mill Road Corridor - The Maynard and Acton Planning Boards held an online joint meeting on September 13, to discuss Phase II of the Powder Mill Road Corridor. Both boards stressed the need to maintain a continuing, active role in the initiative, and emphasized the need to consistently conduct proactive outreach to ensure consistent messaging, dissemination of accurate information and ensure full and meaningful participation from all stakeholders.

The virtual community forum is scheduled for Wednesday, September 28, 2022, from 7:00-8:30PM. To **Register in advance for this meeting:** <https://mapc.ma/powdermill>

- 123 Summer Street - The ZBA approved a one-year Special Permit to allow a Trade Shop [art studio] on the property at a special meeting held September 8th. The ZBA held three meetings for hearing and also conducted two site visits. Conditions were crafted by the ZBA and included as part of the approval.

Conservation

- The Conservation Division reminds residents to be a responsible pet owner this fall. Please remember to keep your dog on safe and adequate leashes, and also clean up your pet's waste. Pet waste left on lawns or sidewalks washes into the storm drains and contaminates our waterways.