



TOWN ADMINISTRATOR'S REPORT

November 2, 2021



ADMINISTRATION:

- Town Administrator (TA) Greg Johnson and Human Resources (HR) Manager Stephanie Duggan continue negotiations with the AFSCME Clerical Union.
- Town Hall employees observed Halloween through a costume and office decorating contest, on October 28, 2021. Employees also donated goods to the Open Table Food Pantry Kids' Bags program:



- Town Offices will be closed Thursday November 11, 2021, in observance of Veterans' Day.
- The TA office is collecting responses [from a survey](#) for the development of a proposed recommendation to the Select Board for the re-sure of 1 Summer Street (current Fire Station).
- Town Offices will be closed in observance of Thanksgiving on:
 - Monday: November 22, 2021 open 8:00 am – 4:00 pm
 - Tuesday: November 23, 2021 open 8:00 am – 7:00 pm
 - Wednesday: November 24, 2021 open 8:00 am ~ 12:30 pm
 - Thursday: November 25, 2021 CLOSED
 - Friday: November 26, 2021 CLOSED
- The Maynard Finance Committee approved the Reserve Fund Transfer for appraisal services related to the property at 63 Summer Street (Art Space).
- Town staff will be meeting with representatives of Art Space Maynard's Board of Directors to assist in efforts to connect with cultural-related grants in support of renovations. No further permits have been submitted as of October 29, 2021 for renovations to the building.
- TA Johnson and Town Accountant Lauri Plourde attended the recent Finance Committee meeting to review reporting expectations and forecasting methods.
- TA Johnson supported plans for hosting the recent joint public meeting with the School Committee and Select Board held on October 26, 2021.

FIRE DEPARTMENT:

- We have had 127 emergency requests for service since September 30. We are continuing to see a rise in emergency call volume compared to the same point last year. We expect to see about 197 emergency responses this month compared to 168 in October of 2020. In September, we responded to 185 emergency requests for service compared to 152 in September of 2020.
- We are continuing to feel the impact of the Digital Way project, 16 Digital Way in particular.
- We have continued issuing permits and reviewed plans for fire prevention. We have had 30 documented fire prevention activities since September 30.
- We have had 46 maintenance-related activities since September 30.
- We have had 23 in-house training events or 101 hours since September 30. In September, we started up our EMS training again after taking the summer off. Monthly EMS Training will run through May.
- We were fortunate enough to interact with over 800 people at our open house during Maynardfest this year.

- Chief Stowers is overseeing the FEMA and CARES Act reimbursements for the community. Paperwork and submittals remain ongoing. As of September 16, we have spent \$774,433.08 on COVID 19 related purchases. These are isolation protection measures, including distance learning for the schools.
- We still have an adequate supply of personal protective equipment (PPE) for the ongoing COVID-19 pandemic, although we have ordered more N-95 masks and gloves.
- We continue having weekly construction meetings for the new fire station. We will have a weekly meeting until the project is complete, hopefully in August of 2022!

PUBLIC WORKS:

- The Department of Public Works & R.H. White will be doing scheduled water main gate valve replacements at the intersection of Main Street and Mill Street. Replacement work will begin at 7am on Thursday, October 28th and should be completed on the same day. Several areas will experience loss of water services during this process. These areas include Main Street, from Mill Street, to 247 Main Street. A second replacement is scheduled for the intersection of Main Street and Pine Street. Replacement work will begin at 7am on Friday, October 29th and should be completed on the same day. Areas that will be affected by loss of water during this process include Main Street, from Mill Street, to Pine Street; including Spring Lane. Please be patient as our crew works diligently to replace the failed gate valves.

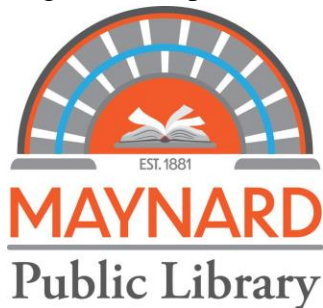


- A pre-construction meeting this morning with MassDOT and Tully Construction for the Florida Road Bridge Replacement project. The contractor anticipates starting preliminary installation of Traffic Detour Signage and Water/Sewer Utility Relocation work on Florida Road in the vicinity of the Bridge, within the next 2-4 weeks on Florida Road. At some point soon, the Bridge will be closed to Traffic and the attached detour will be put in place for an approximate 2 year period. Abutters to the project limits may be affected by the work, and the Town has arranged for temporary parking for these affected residents in the adjacent

Florida Road Municipal Lots. These affected property owners have already been contacted by the Town and are aware of this temporary parking relocation.

LIBRARY:

- In September, the library launched its first logo. Since then, we've added it to web pages, social media, flyers, signs, bookmarks, pens, stickers, and more. The logo is a way to help the public quickly and easily identify 1) that something is associated with the library and 2) what the library stands for. The arch in the logo was chosen for several reasons: to represent the distinctive and historic archway through which people enter the library building, to reflect the library's role as a portal to discovery, and to convey its commitment to being an open and welcoming place in the community. Likewise, the font for "Maynard" was chosen for its quality of openness, as well as its modern and easy-to-read design. The orange and black align with that of Maynard's school colors. (Go Tigers!) We added blue for variety and softening contrast, but most of all to expand the idea of the archway as a rainbow and the library as a place of diversity, open to information, voices, ideas, and different ways of seeing things. Credit and thanks for the logo design go to MPL staff member Semra Erdal, who helped us come up with the original concept, and Maro Hogan of Purple Pear Design, who created the final logo.



- Thanks to funding from the Friends of the Library, we have acquired an Owl meeting device which will enable us to offer programs in a hybrid format, with some attendees at the library and others participating remotely. The Owl is a camera and microphone which connects to a laptop or other device and communicates with Zoom. The camera moves toward the person speaking. It can be set up to show one person at a time or present a split screen with multiple speakers. We have been testing it extensively and plan to roll it out more publicly next month.
- The library had its first-ever booth at Maynard Fest on Oct. 2, sponsored by Representative Hogan. We saw many visitors, signed up 28 people for new or updated library cards, had games and handouts, offered a "sit and read" area with children's books, and promoted the library's programs and services. It was such a great experience that we plan to do it again next year. Some favorite comments were:
 - o I've just moved to town and the first thing I want to do is get a library card!
 - o I've been meaning to come by the library and get a card. I can do that here?
 - o You mean I can get audiobooks for free rather than pay for my own subscription?
- Also on Maynard Fest weekend, the Friends held their big annual book sale at the library. It was the second-largest amount of funds ever raised at one of these sales. Many thanks to the Friends who

worked so hard for months to put the sale together, the Boy Scouts who assisted with the setup, and all the patrons who came and showed their support!

- Due to the extra-humid summer, issues with the library's HVAC system, and some potentially compromised books that had been donated for the Friends sale, in September we experienced an outbreak of mildew in part of the building's first floor, though fortunately not affecting any library collections. Library staff cleaned the areas and, with the help of Kyle Brainard of DPW, set up dehumidifiers. The issue has not recurred, and we are working closely with our HVAC vendors to solve the problem and prevent it from happening again.
- In September, we were pleased to promote Jeremy Robichaud from Reference Librarian to Assistant Library Director. Jeremy will continue to provide reference services on top of his new responsibilities. To cover collection responsibilities (development, acquisitions, cataloging, processing, etc.) previously handled by the former Assistant Director, we reorganized the staff and advertised a Collection Services Librarian position, which is now close to being filled.
- In October, we held an online Anniversary Author Celebration to commemorate the town's sesquicentennial, as well as the library's 140th anniversary and 15 years at 77 Nason Street. The featured presenters were bestselling authors Jerry Craft, William Kent Krueger, and Hallie Ephron. One hundred attendees joined us at the two separate events, and we felt very fortunate to have such engaging and inspirational speakers to mark the occasion.
- A big thank you to Boy Scout Matteo Mitchell and his crew of fellow Scouts and others who recently undertook an Eagle Scout service project at the library, repainting the library's faded bike rack and raking and weeding the library grounds. We are very grateful for these much-needed improvements!
- The library is holding its 3rd Annual Pumpkin Decorating Art Show. We are so impressed by this year's decorations, which were created by patrons of all ages, inspired by books and movies. The show will be on display on the first floor of the library now through November 6, so be sure to stop by to see these amazing pumpkins in person!



- Current library hours are: Monday, Wednesday, Friday, and Saturday, 10am-5pm; and Tuesday and Thursday, 2pm-9pm. Don't forget to check out upcoming events at maynardpubliclibrary.org/calendar.

HUMAN RESOURCES:

- I'd like to announce the addition of our new Health Agent, John Robertson to the OMS team, starting Monday, November 8th!
 - John comes to us from Foxboro where he has served in the health department for the past 4 years – first as an inspector and most recently as the Assistant Health Agent/Sanitarian. From his beginnings in the food industry where he moved through the ranks to General Manager and later Chef and Partner, he was able to utilize his food service and safety skills and knowledge to transition to a public health inspector role. Since that time John has attained many public health code certifications, including Food Safety, Title 5 septic, ICS/NIMS Emergency Management, a Public Health Core Certificate, Sanitarian, and many others. He has also played a major role in Foxboro's COVID-19 response, providing information and enforcement standards throughout the community as well as coordinating with stakeholders, town departments, and state and federal agencies.
 - *"I continue to train, earn and maintain the certifications related to the varied activities of Public Health" John explains. "My experience has given me the ability to accomplish goals as an approachable professional who enjoys building relationships with the community, permittees and stakeholders, and I look forward to new collaborates in addressing Maynard's public health needs."*
 - John lives in Attleboro with his wife Trish, son Tyler, and daughter Merissa. They spend their free time day hiking and kayaking together. In addition to providing cooking classes and demonstrations for non-profit organizations, John is also an active member of the Mass Audubon Society and a Medical Reserve Corps volunteer.
 - We will be adding John to the contact listings and website shortly.



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 collaborates with other Town of Maynard departments as well as community organizations in addressing seniors' needs and concerns.
- The Council on Aging van service is providing transportation Monday through Friday from 7:00 a.m. to 3:00 p.m. Destinations include medical appointments, grocery shopping and personal needs such as banking and hair salons.

- The COA is following specific policies to ensure the safety and welfare of participants, staff, and instructors. This includes reducing the number of seniors participating in an activity as well as setting rooms up differently for each program to create more space to allow for social distancing and to increase comfort levels.
- The Council on Aging produced an October newsletter promoting the COA's activities, including arts and craft classes, nature and classic comedy series and virtual fitness classes. The newsletter also included the Maynard COA Book Club, 6 Bridges Gallery exhibitions, Maynard Library programs, Open Table and Maynard Food Pantries, fuel assistance guidelines and Rep. Kate Hogan's monthly article.
- The COAs offers an iPad and Chromebooks lending program for those with limited financial resources to increase opportunities for Zoom classes, online activity, and the means to contact friends and family.
- Council on Aging Director Amy Loveless will be meeting with members of the Capital Planning Committee to explore the needs for a senior center space.
- Council on Aging Director Amy Loveless attended the weekly regional COA directors' meetings.
- Council on Aging Director Amy Loveless attended the ADA Commission meeting and the Maynard Master Plan Implementation Committee meeting.
- Council on Aging Director Amy Loveless attended the Human Relations Committee to present information on fuel assistance resources.
- Council on Aging Director Amy Loveless attended the Making the Connections IMA transportation meeting.

