
TOWN ADMINISTRATOR'S REPORT

July 16, 2019



ADMINISTRATION:

- Town Administrator (TA) Greg Johnson and management continue negotiations with LIUNA Professionals and DPW Laborers (separate bargaining units).
 - TA Greg Johnson and management continue first round interviews for Department of Public Works Director position. Second round interviews will be scheduled shortly.
 - TA Greg Johnson attended a Translation Services Working Group meeting, hosted by resident Lorne Bell, to begin to develop proposals for improving access for customers to town offices and documents.
 - TA Greg Johnson met with candidate for temporary Town Clerk position and will continue to support the office of the Town Clerk in the absence of the Town Clerk.
 - TA Greg Johnson met with Linde Ghery of the Coolidge School Re-use Committee to develop the proposed draft of the Request for Proposals to dispose of the Coolidge School property.
 - TA Greg Johnson met with stakeholders and Project Manager Bill Goddard to review the status and plans for the renovation of the Green Meadow Elementary School's oldest wing.
 - TA Greg Johnson attended the Finance Committee meeting to review the status of the beginning development of a FY21 budget.
 - TA Greg Johnson and Finance Director Mike Guzzo are meeting with acting School District Superintendent Jennifer Gaudet and School Business Manager Michelle Resendes to commence development of the FY21 budget.
 - Town Counsel is developing a Memorandum of Understanding with the School District to establish a Facilities Manager position whose salary and responsibilities will be split 75/25% between the School District and Town, respectively. Hiring for this position may be conducted by the School District, with advise from the Town through the DPW Director and Town Administrator's Office. Delays to this activity include the hiring process for a DPW Director, absence of a School District Superintendent, and work load of labor counsel conducting union negotiations and other tasks.
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Council on Aging:

- Thanks to our Council on Aging substitute van drivers, Mark Tomyl and Andrea Adams, Maynard seniors have been visiting Tower Botanical Gardens. Admission is free on Thursdays, from 3:00 to 9:00 p.m. for the months of July and August. On several occasions seniors participated in a yoga class in the orangery taught by COA yoga instructor, Rebecca Reber.



Department of Public Works:

- 129 Parker Street Downstream Project – Sewer line installation and sewer lining activities have been completed. Remaining remedial work such as road paving, etc. will be done in late August or early September. Hydrant flushing has continued town wide and will be finishing during the week of July 15, 2019.
- Installation of Kiosk on the rail trail has started and will continue until they are installed. Bike racks installation has started and will continue. The sidewalk project on Summer Street will continue until all loam and seeding is completed. The highway department will continue with the walkway repairs. The crack sealing project has been completed for this year. We are in the process of rebuilding drainage structures and maintaining the rail trail on a weekly basis.
- Sam's Catch Basin Cleaning has started cleaning all catch basins in town. Highway Department graded Rockland Ave, Silver Hill and repaired Acton Court, Fletcher and Assabet Streets.
- Cemetery, Parks and Forestry continues to maintain a weekly routine of all parks and grounds in town.
- We are pleased to announce that we have hired a total of six seasonal workers for all divisions this year.

Office of Municipal Services:

- The Office of Municipal Services has completed the Maynard Business Guide to help navigate municipal procedures including permitting licensing and zoning in a simple, straight-forward format. The guide can be found on the OMS webpage <https://www.townofmaynard-ma.gov/municipal-services/>
- Assistant Town Administrator Megan Zammuto and Town Planner Bill Nemser met with the Federal Investment Properties team on July 2nd at their office in Bedford. The group's portfolio includes several properties in Maynard center. The discussion included the group's leasing strategy, Maynard's projects and initiatives and establishing a dialog for open communication.
- OMS staff met with officials from the Beijing Royal School to discuss the future project located at 111 Powder Mill Road. The group is planning to request a building permit for interior renovations of the existing building in the next few months.
- The building located at 31 Main Street was demolished last week. Work has begun on a small mixed use project in the same location.
- The Conservation Commission granted a storm water permit for the projected located at 41 Summer Street.
- The Economic Development Committee has decided to remove the vacancy bylaw from consideration for the fall Special Town Meeting. The committee is continuing to pursue the Minimum Maintenance bylaw.

Police:

- The Maynard Police Department has been investigating a rash of bicycle thefts, several have been recovered at this time and the incidents are under investigation. If your bicycle was stolen, please contact Officer Neil Maskalenko at nmaskalenko@maynardpolice.com
- On June 3rd, Officers were dispatched to the area of Scrub-a-Dog on Main Street. Inside of a planter outside of the business there were three bullets that had been discarded. The 3 9MM bullets were removed, the planter was searched for more discarded bullets, and they were placed into evidence.
- On June 5th events led to a female jumping into the water off of Walnut Street. The Maynard Police Department, and Maynard Fire Department worked in conjunction with area departments to rescue the female from the water. After being extricated, the female was transported to an area hospital for treatment.
- On June 20th, a Saint Bridget's Church employee reported illegal dumping and that it appeared as though someone had spilled paint all over the pavement near a donation box in their parking lot. Ofc. Maskalenko located a piece of paper with an individual's information listed. This person reported they had recently donated old toys, the box was full and the bag may have broken. This individual was advised not to leave items outside of the box if full. The "paint" appeared to be chalk that had come out of the donations.