



TOWN ADMINISTRATOR'S REPORT

February 4, 2020



ADMINISTRATION:

-Town Administrator (TA) Greg Johnson and Assistant Town Administrator (ATA) Megan Zammuto attended the ribbon cutting in recognition of the opening of Azucar restaurant on Main Street (pictured below).



-The Town Administrator's Office applied through the state's Community Compact portal for support from the state Department of Revenue's Division of Local Services (DLS) to develop financial policies, long-range fiscal planning and budget fore-casting. If accepted, the TA Office will form a working group of town staff, Finance Committee, Capital Planning Committee, Board of Selectmen, School Committee, Superintendent's Office, and others, to assist and provide input on the project.

-TA Johnson, through consultation from Director of Public Works Justin Demarco, appointed members to a Tree Committee to serve as a working group to support the Tree Warden's (Mr. Demarco) execution of the duties of his position.

-TA Johnson and Finance Director Mike Guzzo met with the Maynard Public School (MPS) Superintendent's Office to collaborate on school capital planning in conjunction with town-wide capital plans.

-TA Johnson, Finance Director Guzzo, and Assistant Town Accountant Kevin Peterson are developing the presentation for the upcoming Joint Budget Review scheduled for February 8th to present the TA recommended Fiscal Year (FY) 2021 budget.

-TA Johnson met with State Senator Jamie Eldridge to review current opportunities and challenges of the town and to seek his partnership with addressing those topics. Senator Eldridge responded that he will endeavor to support the town, its projects, and its vision in any way he can.

-TA Johnson, Finance Director Guzzo, ATA Zammuto, Administrative Assistant Becky Mosca, and other staff joined the Maynard Fire Department to congratulate Nancy Brooks on her retirement after 30 years with the department.

-TA Johnson and Town Clerk Michelle Jenkins met with Fowler Middle School Principal Dan Costello and his staff to review plans in preparation for the President Primary elections.

-TA Johnson met with MPS Information Technology Director Adam Steiner to advise him on procurement protocol in his pursuit of federal funding in support of network upgrades at the School District.

-Town and MPS Staff are participating in a cyber-security program, involving assessment, evaluation and training, as provided through the state's Executive Office for Technology Services and Security (EOTSS). The program is scheduled to begin the week of February 3, 2020.

-TA Johnson, ATA Zammuto, HR Coordinator Stephanie Duggan, Town Planner Bill Nemser, Town Engineer Wayne Amico, and Town Counsel (Mead, Talerman and Costa) attended the recent Massachusetts Municipal Association's (MMA) Annual Conference. TA Johnson attended briefs on current labor and municipal law case studies, in addition to business meetings of the MMA and the town's insurance provider, MIIA. Other town staff attended workshops on recruitment, economic development, and housing production plans, to name a few.

-TA Johnson volunteered to serve on the Massachusetts Municipal Managers Association (MMMA) Future Manager Committee, with a mission to support recruitment and mentoring to future town managers and administrators.

-ATA Zammuto, Police Chief Noble, Fire Chief Stowers, DPW Director Demarco, Town Planner Nemser, Conservation Agent Young, and Town Engineer Amico, along with many resident volunteers, participated in the first workshop for the town's Municipal Vulnerability Program (MVP), administered through VHB Engineering and supported through a state-grant award.