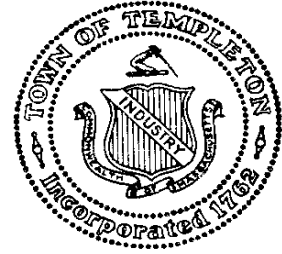


MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Select Board
FROM: Laurie Wiita
RE: FY 22 Fourth Quarter Development Services
DATE: July 27, 2022



DIRECTOR: Completed the second and third phase of the state cyber security training; reviewed and commented on the draft Comprehensive Emergency Management Plan; worked with Town Administrator (TA) and Town Counsel (TC) on 25 Central, drafted cease and desist for Zoning Enforcement Officer to sign and delivered; reached out to original engineer for Laurel View development and provided information to TA and TC; prepared 3rd quarter report and presented on May 25 Select Board meeting. Completed after action survey for Region 2 Emergency Management and participated in MDPH bi-weekly meetings and MPHNS monthly meetings. Provided information for residents on the Avian Flu and Monkey Pox; attended town meeting representing Development Services, attended dedication of River's Edge conservation area, and directed planting of greenery; worked with TA on CPC/Open Space Administrative Asst. duties. Completed required courses to renew System Inspectors state license. Fulfilled public information requests for 18 Turner, 318 South and 51 Baptist Common and provided to Info Officer (TA). Met with Matthieu Zahler and Jason Korb of CC MPZ School Street, LLC and TA pertaining to the filing of the comprehensive permit hearing scheduled for July 27.

COVID-19 – Throughout the fourth quarter, Templeton had an average of 21 positive cases per week, numbers reported by the State of MA pertaining to positive cases in Templeton, can be found at [COVID-19 Response Reporting | Mass.gov](https://www.mass.gov/info-details/covid-19-response-reporting). MPHNS created and staffed a COVID-19 response team that can be contacted at 978-602-2356 for reporting positive results and for support while ill. Through a grant with the state, we received 2,880 at home test kits to be available throughout town offices for the residents. On June 22nd, the COA hosted a vaccine clinic with the COVID-19 response team and provide all COVID vaccine types, shingles, and pneumonia vaccines; 65 persons received COVID vaccine, 28 received shingles vaccine and 4 received pneumonia vaccine, a great success.

The **Building Commissioner and Administrative Assistant** – During the fourth quarter of FY '22 this office issued eighty-eight building permits with fee income totaling \$29,076 and estimated construction value of \$3,763,529; forty-six electrical permits were issued with fee income totaling \$5,440; seventeen plumbing permits were issued with fee income totaling \$2,600; and twelve gas permits were issued with fee income totaling \$990.

The **Agricultural Commission** – Due to Avian Flu and possible spread, residents asked to discontinue feeding wild birds; 207 North Main, 191 Hubbardston, and 19 & 23 Pine Point continue to have a rooster and chicken issues; letter received from Pease Orchard requesting to appear before the Select Board at their July 13 meeting with the Agricultural Commission to take part in a discussion about the removal of signs on the common; provided a resident with MDAR information on keeping of cows.

ZBA – Variance request for the reduction of frontage from 150’ to 75’ heard for 569 Baldwinville, denied; processed request by CC MPZ School Street LLC for a comprehensive permit hearing, scheduled for July 27, 2022 @ 6:30 p.m. Received resignation from John Fletcher, accepting applications for the remaining term.

Planning – Meeting of April 12 and April 26 cancelled due to lack of agenda items; members heard requests from Richard Tolman of Royalston Rd and Ferncol Friends of (212 Freight Shed Rd) King Phillip Trail to change property zoning; site plan review for 2400 sf building and scales on Depot Rd. for W J Graves, approved; ANR for 473 Baldwinville approved, reorganization of board and new signature card to the Worcester Registry of Deeds; special permit request for 403 Baldwinville to operate a light manufacturing/research & development/sales business for firearms, approved. Charles Carroll II was elected as representative of the Montachusett Joint Transportation Committee.

Conservation – The Conservation Commission performed 14 site walks in April, 14 site walks in May and 15 site walks in June. Meetings were held on April 11th, May 16th, and June 27th. Three RDA were received, and negative determinations were issued to each of them. Two NOI’s (304-0368 and 304-0377) were approved and OOC’s issued. Four COC’s were issued. One Enforcement Order was issued, ratified, and lifted. The grand opening ceremony for River’s Edge Conservation Area in Baldwinville was held on May 9th. Templeton entered a Level 1 – Mild Drought. The Commission is a 5-member Board with only 3 members currently appointed; currently seeking 2 more members. If any resident would like to join, please go to <https://www.templetonma.gov/community/slides/volunteers-needed> fill out the form and email to hyoung@templetonma.gov

Board of Health – Agent witnessed five perc tests; issued five well permits; conducted eleven septic repair inspections and two new septic inspections; reviewed five as-built plans and issued five certificates of compliance; reviewed and approved thirteen Title 5 reports; conducted two housing inspections that resulted in violation notices being sent; completed four community septic loan disbursements; inspected and permitted pool at Peaceful Pines; processed semi-public beach permits to TF&G and Pinewood Shores, review weekly water testing and provide information for public; completed food inspections at Farm at Baptist Common (kitchen and two wagons), Maple Street concession stand, Peaceful Pines commissary, and Long Long Noodle, no violations noted; issued one installer permit to TMG Tractor; Abandoned Housing court date for 29 Sawyer moved from July 27 to August 10; responded to one trash complaint, resolved; one food complaint about walk in cooler, only alcoholic beverages stored – no violation; four nuisance complaints, Graves crusher, loose chickens, rooster noise, and smoke from an outdoor wood boiler; with the help of our partners at NRSD, we were able to use the fluorescent light crusher to recycle 48 8’ bulbs and 380 4’ bulbs, thank you Mark @ DPW for facilitating the work. Referred complaints of unregistered cars at Cottage Lane and Prospect Street to PD, both issues resolved. Assisted by Sgt. Flis, condemnation order and placards delivered to Patriots Rd. Map 3-08, Parcel 32. Worked with TA and Emergency Manager to place air sensors on town properties. Working with Community Services Director and COA Director, placed two additional Planet Aid boxes at the Senior Center to collect textiles for recycling. Leominster Tobacco Alliance completed compliance inspections, one violation reported – sale of flavored tobacco products – resulted in a \$1,000 fine and three-day suspension at Templeton Spirits.