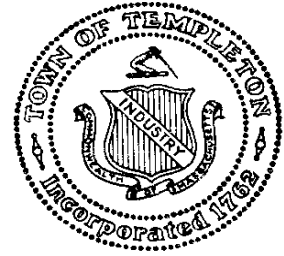


MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR



TO: Select Board
FROM: Laurie Wiita
RE: FY 24 Third Quarter Development Services
DATE: April 10, 2024

DIRECTOR: Prepared and presented 2nd quarter report to Select Board. Reviewed Development Services budget with Town Administrator and appeared before Select Board and Advisory Board for budget review; received order from Superior Court for 25 Central, worked with DPS, PD, FD, and Building Commissioner to evict illegal automotive business; same for the property off State (Raffaele), property has since been vacated and “tiny” house has been dismantled; prepared and presented a variance request to the ZBA for an extension to build on 10 Pleasant, granted and filed with Worcester Registry of Deeds; attended a wellness check with FD and PD at 140 South, issues with frozen pipes persist. Director attended continuing education courses to renew Soil Evaluator license and became certified in four innovative and alternative septic systems; provided research and documentation for legal cases at 195 Brooks and Patriots. Participated in CloudPermit introductory meetings for online permitting; working with DPS, issued cease and desist for work around railroad abutments at 31 Central; prepared and processed invoices for businesses who were inspected by Weights and Measures; began putting together an event for Earth Day – to include all departments; finalized articles for town meeting and reviewed with Town Administrator. Completed annual reports for all departments, boards, and commissions that fall under Development Services. Completed records requests for 119 Patriots and 197 Patriots Road.

Communicable Disease – At any one time, Templeton had an average of seven (7) positive cases of COVID-19 during the third quarter. The Board of Health continues to have a supply of test kits (these kits are now expired and will be disposed of). *The CDC has updated their recommendations on respiratory illnesses and how to quarantine and/or isolate. For more information on this, please go to <https://www.cdc.gov/respiratory-viruses/guidance/faq.html>.*

The **Building Commissioner and Administrative Assistant** - Seventy-one Building Permits were issued from January 1st through March 31st, including: 6 new single-family homes, 1 new two-family home, 2 detached garages, 2 swimming pools, 46 for miscellaneous residential alterations, and 6 miscellaneous improvements to commercial buildings.

Total Value of Building Permits was \$3,608,306.00 with fees totaling \$35,214.00.

Nine Occupancy Certificates were issued, for new homes at: 542 Hubbardston Road, 23 Henshaw Road, 21 Branch Street, 56 Baptist Common Road, 748 Patriots Road, 117 Haskell Road, 5, 15 and 18 Lily Lane; 2 for new garages on Dudley Road and Farnsworth Road; 1 for an addition at

Gardner Municipal Airport. Twenty-two Certificates of Completion were issued for various home improvements and repairs.

Forty-two Electrical Permits were issued, including: 11 for upgrades to existing commercial businesses, 8 for new homes and/or additions and 23 for miscellaneous repairs and upgrades to existing residential structures. Electrical Permit fees totaled \$9,000.00.

Fourteen Plumbing Permits were issued, including 4 for new homes, 7 for miscellaneous residential upgrades, 3 for existing commercial business upgrades. Total permit fees collected in the amount of \$3,800.00.

Thirteen Gas Permits were issued, including: 3 for existing commercial building upgrades, 6 for new homes and 4 for minor residential upgrades. Total permit fees collected in the amount of \$3800.00.

We continue to provide information to the public regarding current and future building projects, potential uses for private properties and steps in the permitting process. Commissioner Hanks has been very busy reviewing New Business Use Permit applications, providing research and determinations for zoning uses, and performing inspections for ongoing projects, safety and occupancy. The knowledge and experience of our Inspectors is invaluable to this department.

The Agricultural Commission – Completed draft annual report and submitted to Select Board office. Members were updated that five of the seven pigs have been removed from the property at 177 North Main. The meeting of February 5 was cancelled due to lack of agenda items, next meeting scheduled for April 1, 2024.

ZBA – Completed draft annual report and submitted to Select Board office. Members met on January 30 and heard a request to extend the period time to build on the 10 Pleasant site, approved for a 24 month period.

Planning – Completed draft annual report and submitted to Select Board; ANR's for the division of land were approved for School Street, 72 Cottage Lane, Baldwinville Road, and Barre Road. Final votes were taken at the March 12 meeting, only the proposed article for the updating of language in commercial industrial for more restrictive site plan review for advanced plastics recycling was approved and moved forward to the Select Board. The site plan review for the proposed 55+ at Baker/Cottage was continued to January 23, prior to that meeting happening, Earth Land Development LLC withdrew its application for the project. The Planning Board Chair attended training for Planning Board members on March 16 @ Holy Cross College.

Conservation Commission -

Site Walks: Preconstruction visit at the Army Corp of Engineers land at the end of Elm Street and Dennison Ave for a Limited Restoration Project (304-0388), 58 Old North Road for a COC request (304-0240), Queen Lake Road for an OOC 304-0368 minor modifications request, 12 Drury Lane for determination of trees near pond, Car Works, Baptist Common Cemetery trail access project, Houghton Park for a master plan, 11 Oak Street for a detached garage, Minuteman Drive for wetland concerns, 35 Ridgewood Lane for a detached garage, again at Queen Lake Road for a

minor modifications request, 286 State Road for a deck replacement, 712 Patriots Road for wetland concerns, Crotty Ave Dam, again at Car Works, 23 Henshaw Road for a COC request (304-0370), 31 Patriots Road for an RDA appeal with MassDEP of Worcester, Preconstruction at Queen Lake Road for OOC 304-0368 as well as a site walk at 122 Brooks Road for a chicken coop. **(19 total)**

NOI for 381 Baldwinville Road (*no file # issued by MassDEP*)

RDA for 31 Patriots Road (*Positive Determination – Appealed by Applicant to the State*)

COC for 58 Old North Rd 304-0240 (*Issued*)

Minor Modifications request for Queen Lake Road 304-0368 (*Approved*)

COC Request for 23 Henshaw Road 304-0270 (*Processed*)

COC Request for 11 Patriots Road 304-0370 & 304-0371 (*Processed*)

RDA for Route 68, State Road (*Processed*)

(7 total)

1 Forest Cutting Plans received for Otter River Road, aka “Martin Road.”

Conservation Meetings were held on:

Monday, 1/16/24 @ 6:30 PM – cancelled.

Monday 2/12/24 @ 6:30 PM

Monday 3/18/24 @ 6:30 PM

Conservation Agent attended the following ZOOM trainings: CERO/NERO ConCom Network meeting with the Massachusetts Office of Appeals and Dispute Resolution, MassDEP's Virtual Lunch & Learn on Proposed Wetlands Resilience in relation to climate change, Dam Busters 101 via Zoom hosted by Mass Rivers Alliance, Dam Busters 101 by Mass Rivers, Forestry Regulations by CERO/NERO ConCom Network, Giving Back to the Trail and Building Community by American Trails, and Cultural Landscape Training Framework hosted by American Trails. **(7 total)**

The Commission is accepting interest forms for an open seat; if interested, please contact the Conservation Agent, or go to the Town’s website at www.templetonma.gov and fill out an interest form.

Board of Health – Completed draft annual report and submitted to Select Board; completed annual permitting (including septic installers and haulers, food, tobacco, trash haulers, and mobile/55+ home parks); outdoor wood boiler operating without proper permitting, cease and desist issued and followed; continuing work with owners at 177 N Main, six of the seven pigs have been removed; ACO’s interviewed and nominated, paperwork completed and forwarded to Department of Agriculture; a community septic loan was approved for 215 Otter River; violation letters for junk & debris sent to 21 and 64 Bridge with 60 days to correct; agent attended septic seminars to earn continuing education credits for state Soil Evaluator license; processed septic tank pumping records; completed Title 5 reviews for 35 Laurel, 764 Barre, 28 Albert, 23 Henshaw, and

120 Farnsworth; reviewed septic plans for 397 Dudley (addition) and Shady (new single family); witnessed a perc at 299 South; inspected Lee's for opening and assisted three possible residential kitchen applicants; completed septic inspections at Lots 1 & 3 Hubbardston and 47 Old Winchendon (new single family houses); well permit issued to South (new single family) and research for 23 Henshaw, as well as never properly re-tested; completed housing inspections at 28 Albert (interior), 72 Main (exterior), 104 Main trailer being used as permanent housing (issue resolved), 140 South (burst pipes), and 20 Minuteman (trash, no violation noted); general complaints investigated – dog walkers on Shore not picking up, anonymous call about SK Management not cleaning common areas and causing a COVID outbreak (no violations noted), 69 Brooks junk & debris, 7 Elm dumping grease in back of building; 130 Barre housing (violation order sent), 26 Turner housing (appointment later cancelled by occupant), and the intersection of N Main, Otter River, 205 Dudley washout from railroad tracks near drinking well, and Lord odor from water at intersection (no odor detected). Completed updating contact info with Region 2 Emergency Preparedness and completed satellite phone testing. Continued work with AG's office with abandoned property, 28 Albert in process – adding 51 Turner and 23 Shore; continued work with the Templeton Fish and Game on seasonal vs. year round living (not allowed).

EDIC – Completed draft annual report and submitted to Select Board. A new email address has been created for EDIC, please use EDIC@TempletonMA.gov. New member Vikki Chase was welcomed to the board; draft warrant article was approved and moved to the Select Board for the Annual Town Meeting, this will help fulfill the needed criteria to gain certification from the State. Members received copies of Deerfield's EDIC plan as a tool for future planning.

Community Preservation Committee

CPC meetings were held on:

Thursday, 1/11/24 @ 6:30 PM. – Needs Analysis

Thursday, 1/11/24 @ 7:00 PM.

Thursday 2/8/24 @ 7:00 PM.

Thursday 3/14/24 @ 7:00 PM.

11 warrants were submitted. The Baldwinville Elementary School project received funding from the state and will be used in conjunction with the allocated \$1,924,000.00 CPA funds. Annual Town Meeting Articles submitted from CPC: (a) the Annual Appropriations Article, (b) Grange Hall ADA lift access for \$50,000 (c) First Church of Templeton Exterior Renovation for \$331,700 and (d) Emergency Management Building Engineering plans for \$5,500. The CPC has 1 open seat for a Housing Representative; if interested, please contact CPC@templetonma.gov