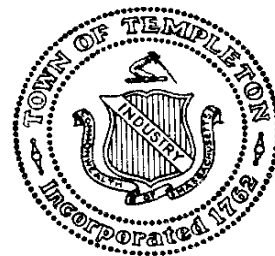


MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR



TO: Select Board
FROM: Laurie Wiita
RE: FY 22 First Quarter Development Services
DATE: October 21, 2021
CC: File

DIRECTOR: Worked on and completed employee reviews and met with the TA to discuss and finalize reviews and compensation. Participated in MS4 meetings for preparation of annual report to the state. Participated in “talk with the town” at the Senior Center; answered a variety of questions. Worked in conjunction with the Treasurer/Collector to assist collecting back taxes from contractors and owner with permit in process. Vehicle transfer to BOH from Municipal Light and Water, thank you!

COVID-19

During the 1st quarter, Templeton had a weekly average of total of thirteen positive cases of COVID-19; all of those cases recovered and cleared ten day isolation. BOH Agent participated in twice weekly MDPH meetings and monthly MPH. BOH Agent continued to provide daily updates to both the Fire Department and Police Department, while reporting weekly to the Board of Health Members, Town Administrator, Selectboard Chair, and residents. The weekly report continues with added seasonal information. CDC and MDPH made recommendations that wearing a mask indoors in public places will reduce increased risk of catching COVID. Director reported that approximately 52% of Templeton residents are fully vaccinated. Baldwinville Nursing Home had to exposures with no further transmission. The Pfizer vaccine was approved by the FDA for a booster for persons 18 – 64 who meet the specified requirements.

The **Building Commissioner and Administrative Assistant** issued a cease and desist to 25 Central for the operation of an unpermitted automotive business; later referred to town counsel. Building Commissioner and Director investigated a property line issue at 9 Columbus, where there was an accessory structure being built; surveyed plans showed that it was within the boundary and complainant was going to further pursue as a civil matter. Building Commissioner and Fire Chief completed safety inspections at NMS/NRHS and Templeton Elementary; minor issues corrected. Building had 70 permits processed in the first quarter, including new single family dwellings, pools and decks, commercial storage units and roofing, windows, sheds, additions, sheet metal and renovations: total fees of \$13,238.00 and total estimated value of \$2,011,972.00. There were five occupancy permits issued and thirty-four certificates of completion issued. Wiring processed 47 permits: total fees of \$4,140.00. Plumbing processed 17 and gas processed 19 permits: total fees of \$3,520.00.

The **Agricultural Commission** investigated a complaint of chickens/roosters roaming freely on neighboring properties from 207 North Main; proved to be true. Working with BOH to mediate the issues on this property and 23 Pine Point; plans in the works to sponsor a seminar for residents that have and would like to have animals.

ZBA Provided abutting town notices for hearings that potentially affect Templeton; provided appeal application packet for 195 Brooks, in process of scheduling hearing. Provided information to a resident, ZBA decisions good for thirty-six months and does transfer with property.

Planning members welcomed new member, Bruce Marien. ANR's approved for five lots on Lord and six lots on Patriots; an updated signature card was processed and provided to the Registry of Deeds; a special permit request was heard for the transfer of business for C O & S Garage from the current location to 364 Patriots, approved; owner of Stephens Way appeared before members with a preliminary plan to build a 55+ park, no application at this time and advised to have a traffic study done; provided members with notices from abutting cities/towns for upcoming hearings.

Conservation renewed membership with MACC; request for site walk sent to Reliable Landscaping due to a complaint, no violations noted; site walk at Stephen's/Baker due to complaint of wetlands being filled in, no wetlands/no violation noted. The members completed twenty-six site walks in the first quarter, heard two NOI presentations, approved an NOI extension for the River's Edge Park and provided the Select Board with a letter that there are currently no conservation issues with Radigan Gravel pit. Members did not issue order of conditions for the proposed 55+ on Baldwinville Road, owner has appealed to MassDEP, site walk was completed with MassDEP on September 29, and we await their decision. All minutes have now been completed and uploaded to MyTownGovernment.

Board of Health agent completed review of five T5 reports, one failure and one passing with replacement of d-box; reviewed and approved plans for four septic repairs and four new septic systems; witnessed ten perc tests, eight for new single family dwellings and two for repairs; issued COC's for three septic repairs; completed twelve inspections including bottom and final; completed kitchen inspections at NMS, Templeton Elementary, Valley View Farm, Hen House, and Farm at Baptist Common (two mobile, one kitchen) – no violations noted. Community Septic Loan applications processed for 1 & 7 Walnut, 196 Brooks, 359 South, and 967 Patriots (x4 Condos); issued permits to trap for beaver at Depot Pond Dam and Pete's Way; cease and desist issued to 25 Central for operating an unpermitted business; Planet Aid boxes dropped and in use at town hall; well application permit issued to 64 Shore; wellness check with COA at 140 South and had dumpster removed due to complaint of rodents in area; 232 South Main, contacted Millbury Credit Union to let them know house is abandoned, immediately responded; at 34 Albert for complaints, no violations noted; continuing issues at 23 Pine Point with rooster(s).