

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

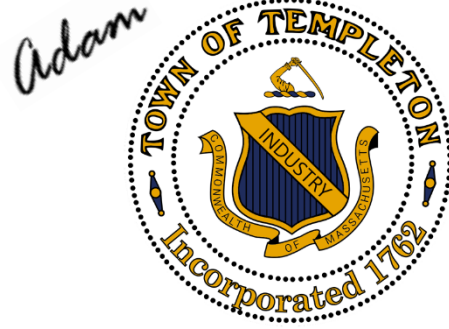
TO: Select Board

FROM: Adam Lamontagne, Town Administrator

RE: Administrator's Weekly Report

DATE: May 12, 2022

CC: All Departments



**Notice:** The Annual Town Election will be held on Monday, May 16th. The polls will be open from 11:00am-7:00pm at the Narragansett Middle School Gymnasium.

**River's Edge Conservation Area:** On Monday, May 9, 2022, the Town held a grand opening ceremony for the River's Edge Conservation Area. Please see the news announcement on the Town website here: <https://www.templetonma.gov/home/news/opening-ceremony-planting-of-rivers-edge-conservation-area>



**Business Meeting:** (This is where we provide basic information or expand upon memorandum enclosed in your packet).

**Weekly:** Attended the River's Edge Conservation Area Opening Ceremony and Planting Event; beginning conversations with the MA Department of Fish & Game for further projects near the conservation area. An addendum for the insurance bid package has been posted on the Town website. Work on collective bargaining continues. The Town finally received the grant monies from Community Compacts; our office is actively working with the Cemetery Commission on utilizing those funds for the cemetery software. Worked on final preparations for the Annual Town Meeting. The Senior Center Roof Repairs article passed at Town Meeting, and we will be bringing the project out to bid as soon as possible.

### **Administration & Finance**

**Town Accountant:** Processed Payroll, traveled to MA for Town Meeting, met with the DOR Rep to go over Free Cash and Recap processes.

**Treasurer/Collector:** Nothing to report.

**Assessor:** Nothing to report; Deputy Assessor was out of the office this week and will return next week.

**Town Clerk:** Nothing to report.

### **Public Works**

**Highway:** Repair catch basins on Pleasant Street, Mountainview Road, and Conti Avenue. Street sweeping on Orchard Lane, Lower Sawyer Street, Lake Avenue, Conti Avenue, Winter Street, High Street, School House Road, Cottage Lane, Branch Street, Baker Lane, Cross Road, South Main Street, Turner Lane, Pail Factory Road, Partridgeville Road, Shady Lane, Shore Drive, Minuteman Drive, and Muskett Drive. Pothole repairs Carruth Road, Brooks Village Road, Queen Lake Road, Gray Road, and Farnsworth Road. Deal with beavers Royalston Road, Stone Bridge Road, Henshaw Road. Assisted with work at River's Edge Conservation Area.

**Building and Grounds:** Cleaned up at Greenlawn Cemetery. Burial duties. Assisted with work at River's Edge Conservation Area. Met with architect to assist with measuring Senior Center roof. Mowed Templeton Center. Mowed at Greenlawn Cemetery. Mowed at Baldwinville Center. Started cleanup at First Church.

### **Public Safety**

**Templeton Police Department:** Will not be submitting this week or next week; will submit multiple reports the last week of May.

**Templeton Fire/EMS:** 04/25/2022 – 05/08/2022 Fire Department weekly report.

Emergency calls: 57

40 Ems, 4 fire alarm, 1 carbon monoxide alarm, 1 building fires, 1 MVA no injuries, 2 public assist, 4 unauthorized burning, 1 assist other agency, 1 cooking fire, 1 smoke investigation, 1 dispatched no incident found.

Training: Training on the police/fire dept drone.

Apparatus/equipment: Engine 3 DEF sensor issues, the dealer has been notified this will be a warranty issue we are waiting on parts, Rescue 2 normal service/oil change

Activities: 11 residential and commercial inspections,

Announcements: Residential open burning season has ended. For an agricultural permit please contact the Fire Chief at 978-939-2222.

**Emergency Management:** Nothing to report.

**Development Services**

**Director:** Attended town meeting; represented Development Services at the dedication of River's Edge Conservation Area; working with town counsel on violations at 25 Central St. For information on Avian Influenza, please go to [Avian Influenza in Birds | Avian Influenza \(Flu\) \(cdc.gov\)](#), [USDA APHIS | USDA Confirms Highly Pathogenic Avian Influenza in Massachusetts, Wyoming, North Carolina, Ohio and North Dakota](#), [Avian flu | Mass.gov](#), and [Avian Influenza | Mass.gov](#).

**COVID-19:** For up to date information on mask/face covering guidance, please go to [COVID-19 Mask Requirements | Mass.gov](#). For numbers reported by the state of MA pertaining to positive cases in Templeton, please go to [COVID-19 Response Reporting | Mass.gov](#), at last count Templeton had 17 reported positive cases. To view and keep your vaccine records at your fingertips, please go to [www.myvaxrecords.mass.gov](#). If you take an at home test and test positive, please call 978-602-2356. Test kits are available in all offices at Town Hall during normal business hours. Drive by inspection at 34 Albert, violation letter sent and referred car with no plates issue to PD.

**Board of Health:** Septic repair final inspection at 452 Otter River, certificate of compliance issued. Inspection of commissary and pool at Peaceful Pines, no violations noted. New septic bottom inspection at King Phillip Trail, Lot 2, not complete. Anyone can view the air status at <https://map.purpleair.com/1/mAQI/a10/p604800/cC0?key=UOTJFVQ7IK92QEWN#11/42.6067/-72.0751>.

**Conservation:** Site Walks occurred at Queen Lake Road for proposed construction of a new home, barn, attached cottage and garage for continuance of NOI (Notice of Intent) 304-0368, and 9 Minuteman Drive to create COC (Certificate of Compliance) for old OOC 304-0136; both on next

meeting's agenda. Attended River's Edge grand opening Monday morning. Finalized paperwork needed for ConCom meeting scheduled for Monday evening 5/16/22 at 6:00 pm.

**Planning Board:** Admin Assistant ran Planning Board meeting of 5/10/22. Received and processed site plan request for W J Graves, hearing scheduled for May 24.

**ZBA:** Processing request for a comprehensive permit hearing for the proposed Baldwinville School project.

**Building Department:** Week of 4/28 – 5/4: Four Building Permits applications were processed, 1 for deck, 1 for barn demolition and 2 for roofing, 1 Certificate of Completion was issued for Re-Roof. Two electrical Permits were issued, 1 for bathroom remodel and 2 for swimming pools. One Plumbing Permit was issued for bathroom remodel and one Gas Permit for pool heater.

Week of 5/5 – 5/11: Four Building Permit applications were processed, 1 for new single-family home, 1 for replacement windows and 2 for re-roofing. One Occupancy Certificate was issued for new home at 1019 West Broadway/Patriots Road, and one Certificate of Completion for new roof. Three Electrical Permits were issued for minor residential upgrades. One Plumbing Permit was issued for new single-family home. No gas permits were processed.

**Agricultural Commission:** Nothing to report at this time.

### **Community Services**

**Director/Library:** Will report next week.

**Senior Services:** Will report next week.

**Templeton Community TV:** Week ending May 13, 2022 – We recorded and produced a program on the River's Edge Conservation Area Grand Opening. We planned, setup and recorded/live-streamed the Annual Town Meeting. We planned to attend the Farmers' Market to gather footage and interviews. A short video on the Lions Club replacing the cupola atop the Templeton Center Common bandstand was completed.

### **Important Dates to Remember**

Select Board Meeting, Wednesday, May 25, 2022, 6:30pm at Town Hall