

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

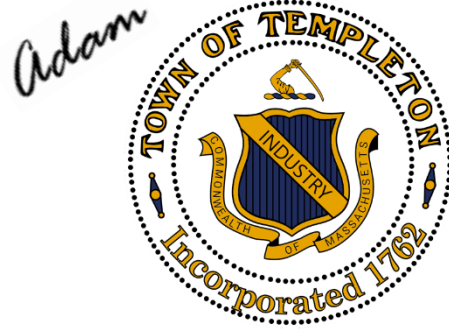
TO: Select Board

FROM: Adam Lamontagne, Town Administrator

RE: Administrator's Weekly Report

DATE: June 2, 2022

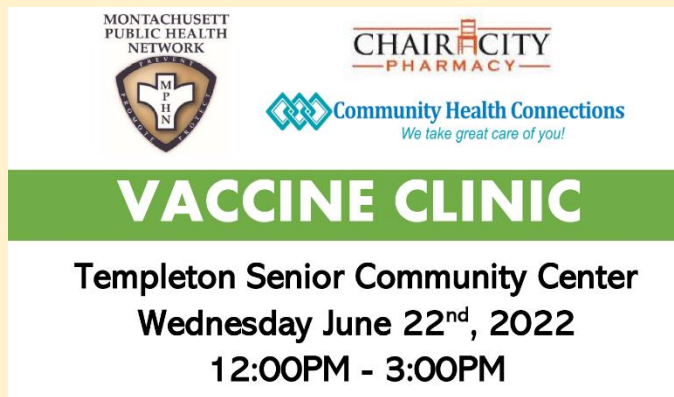
CC: All Departments



Notice: The Templeton Senior Community Center is hosting a vaccine clinic on Wednesday, June 22, 2022, from 12:00pm - 3:00pm.

Shingles vaccines will be available for ages 50 and up, and pneumonia vaccines for ages 65 and up. Both vaccines require registration by calling (978) 602-2356, Monday - Saturday 10:00am - 6:00pm.

Covid-19 vaccines (Pfizer, Moderna, and J&J) are available for ages 5 and up. Walk-ins welcomed, though registration is encouraged.



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

Weekly: Attended meeting with the Massachusetts Department of Fish & Game about future improvements to the area around the River's Edge Conservation Area. We will be meeting with a representative from the state at the site and nearby areas to discuss potential river access. Attended meeting with Representative Zlotnik concerning opioid settlement agreement funds. Work on Collective Bargaining continues.

Attended a meeting at Scout Hall with our DPW Director and an Inspector for testing and expect a report regarding future site work. Met with the Environmental Protection Agency (EPA) about

the properties on Holman Street. We submitted a Brownfields Targeted Assessment Application Form to the EPA. Met with the Tighe & Bond regarding the project on Main Street Bridge and expecting to receive the proposal that will get the Town with the Main Street project through design and all the way to the bidding phase. Working continues with collective bargaining. Responded to public records. Held our opening for insurance proposals on June 2nd. Opened the bids for the Insurance proposal, with Berry Insurance being the apparent lowest bidder.

Administration & Finance

Town Accountant: Nothing to report.

Treasurer/Collector: Very busy for a short week. An excise commitment and the quarterly sewer bills were due this week.

The RMV released the next excise commitment. The bills were prepared and will be mailed Monday.

Warrant processed.

Assessor: Attended Board of Selectmen meeting last week. With the Monday holiday and Tuesday off, short week in the office. Wednesday was spent “catching up”. Much time went into compiling information for a records request on Holman Street properties. Thursday attended a webinar (1st one of two being offered) from Vadar, to get ready to process the preliminary tax bills for the 1st and 2nd quarters, which will be mailed out by month end.

Town Clerk: Nothing to report this week.

Public Works

Highway: Continued to deal with beavers on Royalston Road and Stone Bridge Road. Watering at River’s Edge Conservation Area. Assist Buildings and Grounds with getting ready for Memorial Day. Pot hole patching Baptist Common Road, and Barre Road. Worked on putting mower on trackless and worked around shop. Removed a tree on North Main Street by Depot Road. Cleaned up from tree that came down in the past on Rice Road.

Building and Grounds: Finished up mowing and weed whacking at Greenlawn Cemetery and Pine Grove Cemetery. Put out Fireman flags in multiple locations. Emptied trash at Gilman Waite, Greenlawn Cemetery, and Pine Grove Cemetery. Mowed and weed whacked Baldwinville Center, Templeton Center, Cottage Lane, Otter River, and Baptist Common Cemetery. Filled stump holes at Greenlawn Cemetery and topped with loam and grass seed. Emptied cardboard at the Senior Center. Installed flat marker. Fixed sunken marker. Sharpened mower blades and cleaned equipment. Went to Nursery to find plantings to go around the new cemetery signs. Started to map out new section at Greenlawn.

Public Safety

Templeton Police Department: Nothing to report.

Templeton Fire/EMS: 05/23/2022 – 05/30/2022 Fire Department weekly report.

Emergency calls: 28

18 EMS, 4 Fire alarms, 1 dispatched and cancelled enroute, 1 carbon monoxide alarm, 1 propane leak, 2 MVA, 1 brush fire.

Training: Fire pump practical training, 3 members also attended a heavy vehicle and equipment extrication class in Leominster.

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

Activities: 10 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: Completed continuing education courses on the effects of nitrogen loading and COVID-19 on septic systems, for the renewal of System Inspector's license through the state. Processed paperwork through the state to receive COVID-19 test kits without charge, based on population size. Fulfilled information request for 18 Turner, 318 South, and 51 Baptist Common and provided copies to Town Administrator.

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 28 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. For more information on isolation and quarantine, please go to <https://www.mass.gov/info-details/covid-19-isolation-and-quarantine-guidance-for-the-general-public>.

On June 22, 2022, from 12:00 pm – 3:00 pm, the Templeton Senior Center will be hosting a vaccine clinic for COVID, registration encouraged, but walk ins are welcome. They will also be providing shingles and pneumonia vaccines – registration is required for both. For more information or to register, call the MPH N COVID-19 Response Team at 978-602-2356, Mon – Sat from 10 am – 6 pm.

Board of Health: Processed beach testing data for Otter River State Forest, Templeton Fish & Game, and Pinewood Shores; Beaman's beach and camping area are currently posted for no

swimming. Reviewed/approved repair as-built for 693 Patriots, issued COC; septic repair bed bottom inspection at 697 Patriots, good; final septic repair inspection at 26 Brooks Village, good; reviewed/approved Title 5 for 37 Brooks Village, passed; reviewed/approved septic repair as-built for 148 Rice and issued COC; reviewed/approved Title 5 report for 342 Royalston, passes.

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](#). For information on **Monkey Pox**, please go to <https://www.mass.gov/news/massachusetts-public-health-officials-confirm-case-of-monkeypox>.

Conservation: Site Walks occurred at 283 Baldwinville Road for an addition and 40 Carruth Road to closed out a COC request. An Enforcement Order was provided to 138 Farnsworth Road to stop work near the wetlands until proper paperwork is filed. Continued prepping for the next ConCom meeting scheduled for June 20th. The Conservation Commission has two vacancies; if any resident would like to join, please fill out a “Committee Interest Form” located on our website www.templetonma.gov > Our Town > Current Board Vacancies.

Planning Board: Nothing to report at this time.

ZBA: Nothing to report at this time.

Building Department: Five Building Permits were received and processed this week, including: 1 roof, 1 above-ground pool, 1 replacement windows, 1 interior renovation and 1 residential addition. Seven Electrical Permits were issued, including: 1 Commercial alarm system, 1 hot tub service, 1 Residential service upgrade, and 4 for new single-family homes on King Phillip Trail. One Plumbing Permit was issued for new single-family home on Fourth Street. Provided information to callers interested in properties for sale in Templeton, inquiries about rumored developments, and refuse disposal options.

Agricultural Commission: *Please consider a hiatus from feeding wild birds due to the potential spread of Avian Flu. If you have any food birds (including eggs), please keep them away from wild birds and be sure to cook meat and eggs to an internal temperature of 165°*

Community Services

Director/Library: Circulation remains steady. We're preparing summer reading incentives for our young patrons. I posted the COA agenda. I worked with Cindy, Cultural Council and Food Pantry Director to ensure excess trust funds are expended. Farmers' Market continues to grow.

Senior Services: The Center was open on Wednesday for the first time in months. Activity suggestions are welcome to fill this additional open day at the Center. 93 activities were attended by 69 different people. Transportation and meals on wheels continued. The Center provided 35 rides during this period (Wednesday-Wednesday).

Templeton Community TV: Week ending June 3, 2022 – We recorded the Memorial Day Parade and Ceremony. A video program should be available shortly. Work continued on other

productions. We are uploading content to the Montachusett.TV website and testing it out. We are aiming for a June release. The first round of videos for the Wachusett Business Incubator (WBi) sponsorship have been approved by the sponsor and will be made available soon.

Important Dates to Remember

Select Board Meeting, Wednesday, June 8, 2022, 6:30pm at Town Hall