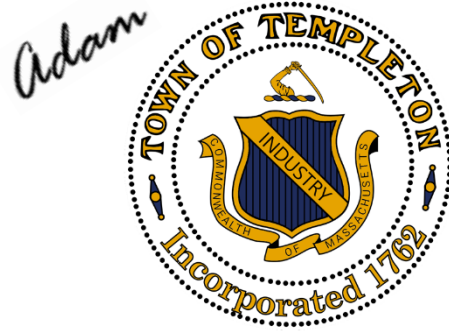


MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Select Board
FROM: Adam Lamontagne, Town Administrator
RE: Administrator's Weekly Report
DATE: June 3, 2021
CC: All Departments



IMPORTANT NOTICES:

Board and Committee meetings are returning to the Town Hall for in-person meetings that will be streamed live on TCTV and [their YouTube Channel](#). Wednesday, June 9, 2021, is the first Select Board in-person meeting back at Town Hall.



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

Weekly: Meeting follow-up from 5/26 meeting. Meeting preparation for 6/9. We have the annual reappointments and a few new appointments on the agenda for 6/9. We have many openings and those have been posted on the website. Please encourage anyone you know that is interested in serving the community to complete a [Committee Interest Form on the website](#). Catching up on office duties after my vacation. We opened to the public Tuesday, June 1 and have had a stream of residents visiting, mostly to pay taxes. We have some open positions that are posted on the website as well as on our [Facebook page](#) if you wish to share those. Welcome to our new Advisory Committee members, Matt Rivard, Faith Curcio, and April Cover! This gives the Advisory Committee 6 members with one vacancy still open if anyone wishes to apply.

Administration & Finance

Town Accountant: Nothing reported.

Treasurer/Collector: Out of the Office.

Assessor: With the short week we have been very busy in the office and helping with the Collector/Treasurer office. Had a webinar on Thursday for upcoming preliminary billing with Vadar. Screening many calls regarding demands going out for late Real Estate tax bills. Received the building permits for May from Inspectional Services. Sue has been busy working in East Templeton on Cyclical Inspections. Door open to the public on June 1st bringing in a few town residents.

Town Clerk: Nothing reported.

Public Works

Highway: Street sweeping was done on Hubbardston Road, Victoria Lane, Mitchell Road, Gary Road, Wellington Road, Lower South Road, Templeton Center, Boynton Road, Dudley Road, Barre Road, Henshaw Road, Stone Bridge Road. Catch Basins were clean on South Main Street. Potholes patched on Gray Road, Otter River Road, South Road, and French Road. We are still having difficulties at 3 locations with beavers, this has become a daily chore and we are working with the land use office to resolve the problem.

Building and Grounds: Crews worked preparing for Memorial Day at all cemeteries including mowing, weed whacking. A big thank you to Sheila Pelletier and the Boy Scouts for placing of the flags. Crews had to take care of flag duties. They had several burial duties to execute. They also assisted individuals with the location of several graves and assisted with lot purchases. Water pipe needed to be repaired due to someone backing into it. Crew has been very busy as they have been shorthanded. Crews also needed to mow and weed whack at Gilman Waite and several town buildings.

Public Safety

Templeton Police Department: Nothing reported.

Templeton Fire/EMS: Nothing reported.

Development Services

COVID-19: Town offices opened June 1 to the public, regular hours, following the recommendations issued by the CDC; it is recommended that a face covering be worn in public settings by unvaccinated individuals to protect themselves and as of 6/3/2021 Templeton has no positive COVID-19 cases to report. The agent continues to participate in MDPH twice weekly meetings and once weekly vaccine planning meetings with Heywood Hospital. Vaccine clinics sponsored by Heywood Hospital at the PACC in Gardner will be ending on June 24.

Board of Health: Agent completed and passed two soil classes for CEU's to renew Soil Evaluator's license with state; follow-up visit at 19 Pine Point re: rooster/peacock noise nuisance, waiting for AgCom follow-up. Final septic inspection at Turner, Lot 7 and Lot 6 (reviewed and approved as-built plans also); repair percs at 245 Royalston and 577 Patriots; scheduled mowing and a roll off for the landfill; follow-up at Mountain View for a trash nuisance; completed a residential kitchen inspection at 20 Ash, Mandi's Bake Shop, no issues noted. Contacted the AG's Office to request that we move forward with 96 Hubbardston, 23 Shore, 28 Albert and 29 Sawyer through the Abandoned Housing Initiative. Agent completed pool and commissary inspection at Peaceful Pines, no violations to report at this time; investigated a complaint of junk furniture on roadside at 156 Hubbardston, violation notice sent.

Conservation: Site walk at Brooks, Lot D – requested a Determination of Applicability, proposed new single family; 20 Club Rd – requested a Determination of Applicability for addition of sand to beach; 2 Byrne Dr – no wetland issues, proposed breezeway, and garage. Other site walks not resulting in further review were 38 Kyle, 53 Fisher, 27 Ware and 65 King Phillip.

Planning Board: Prepared ANR request for 7 North Main for June 8 meeting.

ZBA: Completed processing of 881 Patriots ZBA request, filed with Town Clerk; no appeal filed.

Building Department: Building processed twenty permit applications including two commercial upgrades, one foundation only, one barn demolition, three roofing, two pool, two decking, one stove, three window/doors and three sheet metal and two metal garages; three certificates of completion issued, one stove inspection approval and issuance of occupancy for 104 Turner, a new single family. Wiring processed five residential upgrades, one new temporary service, one pool and one renovation; Gas processed one fireplace insert, Plumbing processed one commercial grease trap replacement.

Agricultural Commission: Follow-up on chicken coop complaint on Wellington; no violations at this time. BOH Agent provided contact information for 23 Pine Point for rooster/peacock noise nuisance complaint follow-up.

Community Services

Director/Library: The Library re-opened to the public. Designated library parking signs were installed. We continue to weed the collection. The June materials order was processed and made available. The seed catalog is available for borrowing. The Farmers' Market will debut tonight (weather permitting)- we are encouraged by the many inquiries. Thank you to DPW for installing the frame for our beautiful banner!

Senior Services: The June newsletter was mailed. The clam chowder 'to-go' lunch from Kamaloht was very popular. The re-opening task force met. The Center re-opened to the public with limited programming. The Caregiver luncheon from the MCOA grant took place. Cindy completed the UCLA memory training course and is now certified to lead a class for older adults with mild cognitive impairment. Plans are underway to offer a class in the Fall. Preparation for bestowing of the 'town cane' and re-opening celebration. Transportation and Meals on Wheels continued, as well as walking group, Terrific Tuesday project pick-up, and ask-a-nurse blood pressure clinic. Sign-ups for the Mystery lunch continued.

Templeton Community TV: TCTV recorded and produced video shows for the Memorial Day parade and observation, as well as the NRHS Senior Parade. Plans were made to cover the Farmers Market and NRHS graduation. We worked on the Town Hall Conference Room setup for hybrid in-person/Zoom meetings and tested the systems in different situations.

Important Dates to Remember

Wednesday, 6/9/21, 6:30 p.m. – First meeting back at the Town Hall
Staff Meeting, Thursday, 6/9/21