

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

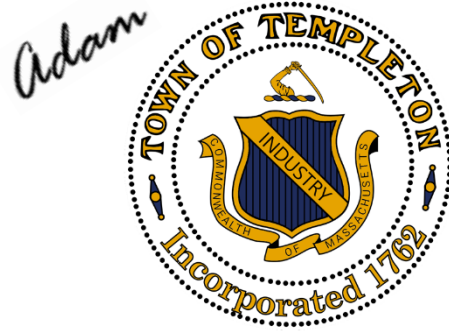
TO: Select Board

FROM: Adam Lamontagne, Town Administrator

RE: Administrator's Weekly Report

DATE: July 8, 2021

CC: All Departments



BALDWINVILLE SCHOOL UPDATE



Since Article 8 RE: Community Preservation Act Baldwinville Elementary School Appropriation of \$1,174,000 passed Annual Town Meeting on May 12, 2021, CC MPZ School Street LLC has been waiting for the Massachusetts Historical Commission (MHC) to approve the removal of the small addition at the back of the building. The developers hope to hear towards the end of July.

Once the developers have that confirmation, they will move forward with the comprehensive permitting process. The developers are still targeting a pre-application to DHCD for the balance of the financing for end of the year. Once the developers get the approval from MHC, they can represent what they have proposed (preserving school with a new addition) can be constructed. Finally, to note that the Annual Town Meeting vote was subject to grant agreement between Community Preservation Committee and the developer which is part of a total overall proposed \$20 million dollar investment into this project.

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

Weekly: Adam continues working with Matt Zahler and the folks at CC MPZ School Street LLC on the Baldwinville Elementary School project. This development can bring further affordable housing to Templeton with more housing options. Continuing work with the Architect on Scouts Hall project and River's Edge.

We emailed with the previous Chair of the Recreation Commission to notify him of access to public records in addition to other matters since he is no longer involved with the Town. Adam

spoke with Community Services Director Jackie Prime and one of the members of the Recreation Commission to pick up the pieces of what is left of it. The Select Board instructed our office to work on the adoption of the Parks statute and incorporate that within our bylaws. We are looking to accomplish putting together a Parks and Recreation Commission at the next Town Meeting. We are hopeful that Recreation will be back up and running before the end of July as we have an interested applicant going for appointment to the Commission subject to approval of the Select Board.

Adam worked with Town Clerk Carol Harris and Holly to get the 2020 Street Listing available on our Town Clerk portion of the webpage and under News & Announcements. Adam also worked with DPW Director Bob Szocik to have available online the Town of Templeton Tree Removal Process. Mr. Szocik will be officially going for appointment on July 14th to the Select Board for a three-year appointment as the Tree Warden, which is part of his job description.

We also have been working on getting together the information necessary for the mini-split system at Town Hall since the Select Board voted to get it completed. Finally, Adam worked with DPW Director Bob Szocik and ultimately signed off on the certificate of final completion for the Orchard Lane project which comes with a one year from the date of final payment guarantee on the work completed for that particular project.

Administration & Finance

Town Accountant: Nothing reported.

Treasurer/Collector: Nothing reported.

Assessor: Nothing reported.

Town Clerk: The office has been busy with vital records (recording, amendments, and requests), voter registrations and deletions through the RMV, business certificate renewals and responding to emails and phone calls.

Public Works

Highway: Tree trimming was done on Shore Drive, South Road, & South Main Street. Catch Basins cleaned Sawyer Street, Gardner Road, & North Main Street. Wood chips and fill were hauled to sewer plant and loam to Pine Grove Cemetery. Multiple drains were cleaned throughout town. A sidewalk was repaired at the town common. Over the rail mowing is being done on Barre Road, Dudley Road, and Hubbardston Road.

Building and Grounds: Multiple burial duties, flag duties. Mowed and weed whacked Town Hall, Templeton Center, Greenlawn Cemetery, & Otter River's Cottage Lane. Finished new waterline in Pine Grove Cemetery and set up sprinklers for new section. Cleaned up trash at Pine Grove Cemetery, Greenlawn Cemetery, and Gilman Waite. Cleaned equipment. Dug for foundations for two upright monuments. Gilman Waite has been having a lot of abuse and vandalism to the portable toilet that the town is responsible for, sorry to say we will be removing the portable toilet due to this abuse and vandalism.

Public Safety

Templeton Police Department: 7/1 – 7/7 PD 280 Calls for Service, 28 motor vehicle stops, 1 arrest. Station – Had an HVAC Tech out to address and issue with the exhaust fan. Tech found all of the bolts to the mounting unit had become loose, everything was tightened, and unit cleaned.

We received another offer from the designer and architect for the HVAC issue, Town council was contacted for advice. Dispatch - 445 Calls (does not include miscellaneous calls). With the last storm last night, we are experiencing an issue with our old frequency, radio repair has been contacted and hopefully the situation will be resolved shortly.

Templeton Fire/EMS: Nothing Reported.

Development Services

COVID-19: Last week there were no reportable cases of COVID, this week there were four new cases, all of which will have completed isolation by the end of this week. Agent still participating in twice weekly web meetings with MDPH. TEMA and MPH weekly meetings have now been suspended.

Board of Health: Reviewed Title 5 reports for 109 Carruth, 366 State, 66 Pail Factory (was a conditional pass, water quality test supplied with good results, now passing) and 234 Gray, both the tank and the distribution box need to be replaced for the report to become passing; perc test conducted at 33 Sandy Pine; bed bottom and final inspection at 58 Michael's Ln.; final septic inspection at new build on Otter River; Waste Management had an issue with the number of employees working last week and missed pickups in Templeton, they are working overtime this week and last, to pick up all trash; letter sent to 16 Second due to a complaint of wood stacked on abutting property, issue resolved; met with owner of 457 Patriots pertaining to a violation with one egress, has agreed to replace access to egress (a 2nd violation notice has been issued due to the condition of the remaining egress); pre-opening inspection of the Hen House II, no violations to report; final septic repair inspection at 370 Dudley; prepared for and attended meeting of June 28. Trapping three trapping permits have been issued to MDOR for work at the culverts in town.

Conservation: Processed MACC membership renewal; letter sent to Reliable Landscaping asking for a site walk due to a complaint of encroaching on the wetland area; site walk at 4-11-73 Second Street – for the purpose of use as a camp site; prepared agenda and documents for July 6 meeting. Members completed site walks at 378 Otter River, Second St for proposed gravel area and 118 Otter River; scheduled site walk for Baldwinville for NOI of intent filed for the proposed Deer Ridge 55+; prepared for and attended July 6 meeting.

Planning Board: Processed requests for ANR's for five proposed building lots on Lord Rd for July 13 meeting; prepared signature card with new member information for Worcester Registry of Deeds; provided draft copies of minutes to members; met with new member, Bruce Marien.

ZBA: Provided members with copies of notices from abutting cities/towns of ZBA meetings and determinations.

Building Department: Issued 13 Building permits: 1 for commercial storage buildings, 2 pools, 2 windows, 1 residential roof, 1 addition, 1 demolition, 2 Residential Renovations, 1 Shed, 1 Deck and 1 Commercial Re-Roof at 15 Central. Building Commissioner issued four certificates of completion for 2 pools, 1 windows and 1 garage foundation. Eight Electrical permits were issued: 2 Commercial Lighting upgrades at DPW and Fire Dept buildings as part of the Green Communities Program, 3 for Residential Service upgrades, 1-bathroom reno and 2 Swimming Pool. 5 Gas Permits were issued: 1 Generator, 1 Pool Heater, 1 Residential Renovation, 1 outdoor grill/heater and 1 New Home, and 4 Plumbing Permits: 1 basement renovation, 1 bathroom renovation, 1 Residential Renovation, and 1 New Home on Michaels Lane.

Agricultural Commission: Nothing to report at this time.

Community Services

Director/Library: The July materials order was compiled and placed. We are 'piggy-backing' onto the TES summer reading BINGO challenge. Children may turn in their completed BINGO sheets each week, in exchange for chances in our prize raffle! (BINGO sheets are available on the NRSD website and at the library). Farmers' Market was rained-out last week (July 1), and may be this week as well, but we have had many inquiries from new vendors, and hope to have a great Market Day on July 15 (with singer/storyteller, John Porcino performing).

Senior Services: Preparation for re-opening celebration. Meals on Wheels and transportation continued. Activities this week included: card bingo, yoga, creative stitchers, cribbage, and blood pressure clinic.

Templeton Community TV: TCTV is in production of numerous projects, including Story Time, Craft Time, and Farmers' Market Moments. Cable Channel 8 replayed past Declaration Readings throughout the Independence Day weekend. We have made plans for coverage of the Senior Center re-opening and numerous events sponsored by the Templeton Cultural Council. We have initiated a full design spec for the buildout of a regional web site with a local website developer.

Important Dates to Remember

Select Board Meeting, Wednesday, 7/14/21, 6:30 p.m. at Town Hall
Staff Meeting, Thursday, 7/15/21