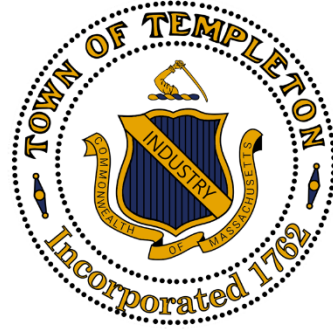


MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Carter Terenzini, Town Administrator
RE: Administrator's Weekly Report
DATE: August 6, 2020
CC: All Departments

Carter



Important Notice to All Departments

Development Services, specifically the Building Department would like to reach out to the public to let them know that if you plan to construct something on your property, please check in with Rhonda at rparenteau@templetonma.gov or 978-894-2770 to see if a permit is necessary, to include pools (above and inground), roofing, siding, sheds, other out buildings and any interior structural changes. With residents being home more due to COVID, we have seen a marked increase in home projects.

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

5. i. This is to set a date for a public hearing on the request for a Traffic Order for the prohibition of the use of engine braking on North Main & Depot Street(s). Such an order is authorized under Chapter 256-1 of the Town's By-Laws "No operator of a diesel truck shall use engine braking (also known as "exhaust braking" or "Jake braking") while operating a vehicle on a public way, where such use is prohibited by the issuance of a Traffic Order by the Board of Selectmen after the holding of a noticed public hearing, in the Town of Templeton except in an emergency." We respectfully request you set the date for September 9, 2020 to allow us sufficient time to publish the notice and notify all interested parties. We also suggest that you request the filing of a report by the Police Department by September 5th and their attendance at such a public hearing.

5. j. This agenda item was requested by Ms. Griffis in follow-up to constituent inquires of what the Board's position was in response to a recent posting on the Rutland SelectBoard Facebook page. By means of some history, over the past few months Governor Baker has submitted a package of legislation relative to police reform and there has been legislation from both the house and senate. These pieces of legislation have drawn support for a wide range of constituencies and opposition from a variety of quarters including the police unions, police Chiefs and now – locally the SelectBoard of the Town of Rutland. The Rutland opposition was seemingly centered upon the fact that the Massachusetts Municipal Association – which has provided support for several of these efforts – expressed "... its support..." for H2860 and "... its strong support..." for S. 2800 without polling all of its member Towns. You will find enclosed a Draft letter Ms. Griffis proposes the BoS support.

Ms. Griffis apparently inquired of the Chief his thoughts and he informed her as follows; “If I may weigh in on this the Mass Chiefs of Police Association is not in favor of either the House or the Senate bills and have been lobbying tirelessly in an attempt to have reform that makes sense for the communities of the commonwealth. We do agree with the Governor’s proposal and are hopeful that he will veto any other bill that comes across his desk. The bills from both the House and Senate are a knee jerk reaction to the current political environment that have been rushed without thoughtful, deliberate discussion on true police reform that the Mass Chiefs would support.”

Weekly: We conferenced with the NRSD on items for which we might increase our CARES application to assist in their re-opening needs. We agreed a set of activities approximating \$200k+/- for which we will file the application next week. All are subject to final approval by the review agency, but I do suggest you begin to take the needed steps to solicit personnel for the purposes we discussed. We will keep you posted. We have received Counsel’s comments on the sale of tax deeded properties and are adjusting the final advertisement. We remain on track to have the results for FTM action. We have received the final Draft for the sale of surplus properties which will be advertised in the next two weeks. Jackie and I conferenced with GAAMHA about the transition back to them of the Meals on Wheels program. As you know there was a period of time when we had to recert to Town delivery but GAAMHA is back up and running and has devised a “Plan B” for the future should anything of such a magnitude again disrupt their deliveries. Also, as previously discussed, we began the discussion of transitioning the Dial A Ride program as well. Jackie has prepared a two-step plan to get that service back up and running by late this month in either form.

Finally, the office staff here met with Laurie Wiita on the morning of 8/5/20 as it came to our attention of a group holding tryouts at Gilman Waite. We have sent an email out to the appropriate parties which can be found below;

Please be advised that there should not be any group activity (i.e such as practices, sports) on town fields, facilities with the exception of playgrounds (use at your own risk). The following decision was made by the Town Administrator, Board of Health and also comes from the Recreation Committee meeting of June 9, 2020. The motion made and passed by a unanimous vote at the Recreation Committee was to suspend all organized sports and activities at the Town of Templeton fields (softball, and many other sports named in the motion), until Phase IV guidelines have been established.

Thank you all for your anticipated understanding.

#END#

Administration & Finance

Town Accountant: Nothing reported.

Treasurer/Collector: We were busy this week processing the property taxes for the first quarter of FY21 that were due on Monday and the quarterly sewer payments.

Assessor: Out of the Office.

Town Clerk: Nothing reported.

Public Works

Highway Department: A new catch basins was installed on Main St. to improve the flow of water off the roadway. Roadside work on Gray Rd was completed. Millings from Main St. and Brooksvillage were hauled to the Highway barn. A portion of Main St., South and Brooksvillage were shimmed and overlaid to improve the road surface. Catch basin cleaning continued Barre & Dudley Rd. Roadside mowing was done on Cook, Haskel and Otter river Rd. Chain saws were readied for the anticipated storm. The storm that blew thru on Tuesday evening took down many branches and trees. Wednesday all hands were necessary to assist in the cleanup. For the next several days the DPW will be focusing on storm clean up. The DPW Director would like to Thank the DPW crews, Buildings & Grounds crews, along with the Light & Water department, Police dispatch and fire, on a job well done. Emergency management was on standby to help if needed. All departments worked well together. Red letters were sent out to Anderson Drive and Charlotte Ave, which are private roads, to make improvements so we can continue our winter services. Every year we select few roads to improve conditions for winter services and for the safety of our equipment. There will be a follow-up letter in the fall to see if improvements have been made.

Buildings & Grounds: The cemetery had many trees and branches down after the storm. A road in Green Lawn cemetery was repaired after being washed out by the storm on Tuesday. Continued efforts to clean up the debris. Trimming back of tree lines @ the Dog shelter and on Cottage Lane Repair was done. Repairs were done on the hedge trimmer. Changed the oil in BG21 & BG22. Mowing and weed whacking was done at all cemeteries and common buildings.

Sewer Department: Out of the office.

Public Safety

Templeton Police Department: Nothing reported.

Templeton Fire/EMS: Nothing reported.

Emergency Management: Nothing reported.

Development Services

COVID-19: It has been 35 days since Templeton's last confirmed active case of COVID-19; if anyone has any interest in being tested, please go to <https://www.mass.gov/covid-19-testing>. High marks for the Kite Festival sponsored by the Historical Commission, hand sanitizer, face coverings and physical distancing were in place thanks to the vigilant efforts of all involved. Health Agent continues to participate in twice weekly calls with MDPH.

Director: Working with new Administrative Assistant training in Conservation, Planning and Zoning, she asks a lot of great questions! Worked on quarterly report for August 12 Select Board meeting.

Board of Health: Final septic inspections at Brooks Village, Lot 1 and Brooks, Lot 50; septic bed bottom inspection at 64 King Phillip Trail (all new residential); reviewed and approved new septic plans for Baptist Common, Lots 1 and 2; perc at Whitney for new single family.

Conservation: Preparation for August 17, 2020 meeting, processed NOI for Baptist Common (2), Baldwinville (1), Otter River (1) and 19 Oak (1); prepared an RDA for 15 Carruth; issued a cease & desist on Carruth due to information received from DCR; site walk at Gray Rd, Club Rd and 100 Bridge.

Planning Board: Preparation for meeting August 11, 2020; added an ANR for Brooks Rd and Gardner Rd.

ZBA: Nothing to report at this time.

Building Department: Building Commissioner issued five permits (one new single family, one detached two car garage and other misc.); with the storm and inspections, Mr. Hanks and our other inspectors have been very busy; Electrical issued two permits; Plumbing/Gas issued a total of six permits.

Agricultural Commission: Nothing to report at this time.

Community Services

Library: We have been dealing with both internet and phone problems this week- with multiple support tickets issued for both. A small book order was compiled and placed -the list of which is available on TCTV, on the website, and on signage on the library door. Inter-library loan requests continue to 'come & go'. I am continuing to work on the State reports. I finished up the library's & Senior Service's quarterly report

Senior/ Community Services: Our new Services Coordinator, Cindy and I completed interviews for the Admin. position. Cindy is putting the finishing touches on the August newsletter, which will be sent electronically, with paper copies available outside of the Center and library, in addition to being distributed to our Meals on Wheels recipients. Suggestions for other locations are welcome. Cindy is also developing a weekly support group for seniors on the Zoom platform. We will share details on the website shortly. Four individuals who called the Center regarding Medicare and insurance questions were referred to our SHINE volunteer, Gail, for phone appointments. Carter and I had a Zoom meeting with staff at GAAMHA to discuss transportation. GAAMHA will resume handling the delivery of Templeton's Meals on Wheels on Monday, Aug. 17. All recipients will be notified of this change, and we hope to continue the great partnership we began back in March, to keep this important program going strong well into the future. The Food Pantry continues to be busy. Thank you to Heywood Hospital, Growing Places and many in our community for the donations. A misunderstanding among Community Garden volunteers this week has highlighted the need for more planning, meetings and structure before this great project gets going again next Spring.

Community TV: This week TCTV attended the Kite Festival and is producing videos of it and other productions, such as local hiking trails and past festival highlights. We have been researching, testing and troubleshooting a variety of technologies utilized by TCTV. Two live online parent forums for school reopening plans were well-attended and viewed.

Important Dates to Remember

Town Administrator's Office Days next week: Tuesday & Wednesday

Selectmen's Business Meeting, Wednesday, August 12, 2020, 6:30 p.m.

Department Head Meeting, Thursday, August 13, 2020, 8:30 a.m.