

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Select Board

FROM: Adam Lamontagne, Town Administrator

RE: Administrator's Weekly Report

DATE: September 9, 2021

CC: All Departments

Adam



Notice: The Templeton Fire Department will be having a brief ceremony for a 9/11 remembrance starting promptly at 9:55AM at Station 1 in Templeton Center.



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

Weekly: Meeting preparation for the September 8 meeting. Banking interest letters signed by the full Select Board went out to nearly 10 banks/credit unions to see if any would be interested in acquiring the closing Athol Savings Bank in Baldwinville. This would be a private acquisition; however, the Board was proactive to reach out. We hope there will be interest and Templeton can retain one bank in town. Spent a significant amount of time doing and going over performance reviews with Department Heads. Attended the annual ABCC training and completed a virtual website maintenance training. Meeting follow up.

Administration & Finance

Town Accountant: Nothing reported.

Treasurer/Collector: Accepted and processed, property, motor vehicle and sewer payments. Processed the warrant. Reminder letters were mailed to residents with past due FY21 property taxes so they can get them cleared up prior to the advertising for tax taking.

Participated in the weekly Vadar zoom meeting. Attended department head meeting.

Assessor: Nothing reported.

Town Clerk: Nothing reported.

Public Works

Highway: Pothole repairs on Starfire Avenue, Victoria Lane, and South Road. Road work was done on Hubbardston Road and Hospital Road. Pumped down Gilligan's Island. Beavers are still an issue and are being addressed. Street sweeping on Wellington Road, Hubbardston Road & Hospital Road. Chapter 90 projects are still going and should wrap up in the next couple weeks.

Building and Grounds: Mowing was done at Scouts Hall, Town Hall, East Templeton, DPW, Otter River, Cottage Lane, Senior Center, Baldwinville Center, Pine Grove Cemetery, and Templeton Center. Shrubs were trimmed at Greenlawn Cemetery. Trash was emptied at Greenlawn Cemetery and Pine Grove Cemetery. Burial duties. Cut up downed tree at Pine Grove Cemetery.

Public Safety

Templeton Police Department: 9/2 – 9/8 PD 266 Calls for Service, 22 motor vehicle stops, 0 arrest. Station – HVAC issues awaiting plan to move forward. Dispatch - 398 Calls (does not include miscellaneous calls). Nothing new to report

Templeton Fire/EMS: 08/30/2021 – 09/05/2021 Fire Department weekly report.(2 weeks)

Emergency calls: 22

12 EMS, 5 fire alarm, 1 Hazmat, 4 MVA no injuries

Training: Handline operations

Apparatus/equipment: Engine 3 DEF sensor issues, the dealer has been notified this will be a warranty issue we are waiting on parts. Forestry 2 chainsaw back in service, floating pump out for repair. Engine 2 generator out of service. Rescue 1 lucas out of service for repair.

Activities: 11 inspections

Announcements: None

Emergency Management: Nothing reported.

Development Services

Director: Met with TA on employee reviews; provided updated info on MS4 data; attended department head meeting; responded to email inquiry pertaining to Stephen's Way and requirements for proposed development.

COVID-19: As of 9/9/2021 Templeton has twenty-three positive cases of COVID. Agent providing daily updates to Fire, Police and NRSD Nurse Director. Provided information to several people on "close contact", quarantining and isolation.

Board of Health: Septic bottom inspection and final inspection at Michael's, Lot 3; review T5 inspection report for 359 South, failing – owner moving forward with repairs; septic repair inspection at 206 Otter River; drive by inspection of 34 Albert no violations at this time; provided letter to Select Board for permit renewal for Radigan Gravel Pit; continued work on 140 South Rd complaint, visit scheduled for 9/13 with COA Director; issued septic installer permits to Lafferty Enterprises and N E Classic Engineering.

Conservation: Received notice from MassDEP that appeal site walk at proposed 55+ on Baldwinville Road would take place on September 29 at 2:30 p.m., members notified. Received a complaint that wetlands were being filled in at the corner of Baker and Stephen's, referred to members to view – mapping shows no wetlands in that area. Provided letter to Select Board for permit renewal for Radigan Gravel Pit

Planning Board: Received updated preliminary plans for proposed 55+ at Stephen's Way for September 14 meeting, no permit application at this time. Processed ANR request for six lots at 11 Patriots, also on the agenda for September 14. Processed special permit application for 364 Patriots, will be on the September 28 meeting. Provided letter to Select Board for permit renewal for Radigan Gravel Pit.

ZBA: Nothing to report at this time.

Building Department: Continued work on issue at 9 Columbus, owner provided a copy of a lot survey for Commissioner to review; five building permits processed, one windows, one siding, one exterior door, one shower unit and one for new living space above existing garage; an occupancy permit was issued for a new single family at 55 Otter River. Three electrical permits were processed for one residential exterior lighting, one new garage service and one commercial upgrade to a public bath house at Dennison. One plumbing permit was processed for residential renovations and no gas permits processed.

Agricultural Commission: Referral from BOH for new issue with chickens on 207 North Main, drive by inspection 9/9/2021 and will update BOH.

Community Services

Director/Library: The library is open on Saturdays once again: 11:30am-2:30 pm. I began work on the remaining 2 reports to the Board of Library Commissioners. I completed employee annual reviews for all Community Service team members. I helped with preparation for the Soccer season. I attended the Select Board meeting for the discussion of the town ice skating rink. I attended the Department Head meeting. Once again, Farmers' Market will be cancelled due to rain.

Senior Services: The Center had 106 unduplicated visitors. Nine programs were offered. 28 individuals stopped by to inquire about/ apply for special services. Cindy forwarded 1 individual's information for the Senior Tax-Work-Off program, attended an MCOA meeting, and was interviewed on a local radio station. Our SHINE volunteer, Gail Noel met with 22 individuals in the month of August. Other activities included: a new game 'left, right, center', Card Bingo, Movie and popcorn, yoga, creative stitchers, and cribbage. Registration is underway for the flu clinic in early October.

Templeton Community TV: Production continued on the Bad News Jazz Orchestra concert, Farmers' Market Moments and more. The Kite Festival video is being completed. Hannah Bennett filmed at the Appleseed Country Fair Sept. 3-5. Archiving and computer maintenance took place. TV server and streaming training continued.

Important Dates to Remember

Select Board Meeting, Wednesday, 9/22/21, 6:30 p.m. at Town Hall
Staff Meeting, Thursday, 9/23/21