

MEMORANDUM – OFFICE OF THE SELECT BOARD



To: Select Board Members

FROM: Town Departments

RE: Town Weekly Report

DATE: September 25, 2025

CC: All Departments

Town Weekly Report:

The upgrading process of the Town Website continues– Templetonma.gov

Administration & Finance

Accountant:

- Accounts Receivable for FY25 Reconciled
- Entered FY26 Revenue
- Payroll and Vendor Warrants completed
- Handled various employee/retiree benefit and payroll questions/tasks
- Started reviewing FY25 Balance Sheet for potential errors

Assessor - Various property questions and research occurred this week. Our office continues to receive questions and applications for exemptions. Owners enrolled in Chapterland have been dropping off their annual applications. Regular office activities were questions on motor vehicle abatements, property record cards, notarizations, etc.

Treasurer/Collector's Office:

Week of September 8th – September 14th

- Completed warrant and payroll.
- Posted online and walk-in payments.
- Took in turnovers from various departments and deposited the funds.
- Demands for commitment 4 motor vehicle, excise, were due September 10th.
- Cheryl attended a virtual DLS webinar.

Week of September 15th – September 21st

- Collected \$700 in tax title payments.
- Completed warrant.

- Posted online and walk-in payments.
- Took in turnovers from various departments and deposited the funds.
- The RMV released another commitment, and they were mailed on September 16th.

Town Clerk:

Public Services

Highway

- DI repairs on Oak/Forest and Elm/Circle
- Drain cover repair on Gardner Rd
- Swept Pail Factory, Shady, S. Main to Partridge/Ragged Hill, and Cross St
- Painted stop lines and crosswalks off State Rd
- Patched on Henshaw, Farnsworth, Gardner, and Norcross Hill
- Mowed Pail Factory, S. Main, Schoolhouse, Baker, Sawyer, Mechanic, Gardner Rd, Plant, Riverside, and Nyman
- Hauled beaver debris out of Stone Bridge
- Whole crew attended Aktivov training at the Templeton Center fire station
- Installed new cement culvert pipes on Whitney Street. Working on headwalls and clean up now. Conservation has made a few inspections. Big thank you to Templeton Fire and Templeton Sewer for their assistance.

Buildings & Grounds

- Flags were lowered and raised for 9/11 and 9/19 for POW/MIA
- Mowed parts of landfill, retention pond and wood line at Senior Center, edges of Gilman Waite, First Church, Town Hall, Scout Hall, and Cottage Ln field
- Aerated new sections of Greenlawn and Pine Grove cemeteries
- Brought picnic tables and trash barrels to the common for the Historical Society's event on Sunday
- Dug out drainage swale at Greenlawn Cemetery
- Set up Fratacelli with oil tank information at all town buildings
- Removed overgrown shrubs at Pine Grove Cemetery
- Removed a/c units from town hall and replaced light bulbs in development office

Parks and Recreation:

1. Parks & Recreation is working with the Narragansett Athletic Director, Mr. Brad Bond, to secure the TES gym from 8:00AM - 3:00PM each Saturday from Dec 1, 2025, through 15 Feb 2026. We were able to enter our request for the Middle and High school gyms two weeks ago. At this time, we are competing for the time with the middle school "Cheer" group. Mr. Bond is working with the "Cheer" coach this week to try and assist us.

2. Houghton Park vandalized gazebo roof. The roof repair has been awarded to a local roofing company. The work is scheduled to be completed by 7 October 2025. The vendor is pulling permits this week and was instructed to contact Mr. Bob Szocik at Templeton DPS once the work is completed so that Bob can review the work for final approval.

3. We will be conducting interviews for the open Concession Mgr. position over the next several days with a target of hiring someone by the end of the month at the latest.

4. Parks & Recreation met with a pest control vendor on September 19 to solicit a quote to bring forward to the Parks & Recreation commissioner. This vendor currently supports the Narragansett School cafeterias.

Public Safety

Templeton Police Department:

<https://ma-templeton.civicplus.com/DocumentCenter/View/2546/weekly0918to0924>

Templeton Fire Department/EMS:

09/15/2025-09/21/2025 Fire Department weekly report.

Emergency calls: 34

1 Animal rescue, 2 assist police or other government agency, 2 carbon monoxide alarm, 1 dispatched and canceled, 21 EMS, 2 fire alarm, 2 motor vehicle accident, 2 smoke scare, 1 unauthorized outside fire.

Training: Surgical airway competency

Activities: 3 residential and commercial inspections.

Announcements: We offer car seat installations. If you need help with inspecting and installing your child's car seat, please call the office to set up an appointment.

Development Services

Director: Out of the office.

Communicable Diseases: For information on how to prevent TripleE and West Nile Virus, go to <https://www.mass.gov/info-details/massachusetts-arbovirus-update>. Make sure there is no standing water on your property. This will go a long way to protect you, your family, and pets from mosquitoes and EEE/WNV.

Board of Health: Next BOH meeting is scheduled for 10/27/25 @ 7:00 PM.

Conservation Commission: The Central Region remains in Level 2 Significant Drought. The next Conservation meeting is scheduled for 10/20/25 @ 6:30 PM. Big thanks and great job to the DPW Director and his team for their work at Whitney Street for the culvert replacement project under OOC 304-0384!

Community Preservation Committee: 4 projects have been supported by the CPC and been sent to the Select Board for approval: Memorial Congregational Church Exterior for \$15,500 - Grange Hall Kitchen Reno for \$20,000 - Boynton Library Historic Rehabilitation for \$60,000 - and Garden Expansion at Senior Center for \$5,900. The next CPC meeting is scheduled for 10/9/25 @ 7:00 PM.

Planning Board: Next Planning Board meeting is scheduled for 10/14/25 @ 6:30 PM.

ZBA: Next ZBA meeting is scheduled for 10/15/25 @ 6:30 PM. The ZBA members will hear a request to consider a variance for the reduction in the minimum front setback requirement from 30' to 7' for the construction of a two-car garage at 11 Third Street. The ZBA has open seats; if you are interested in volunteering, please go to the Select Board office for more info.

Building Department: Eight building permits were processed this week. Two for commercial modifications and six for various residential projects. Two electrical permits were issued for residential projects. One Plumbing permit was issued for residential upgrades. There was no gas fitting permits this week. Admin submitted four turnovers to accounting.

Agricultural Commission: Next AgCom meeting is scheduled for 10/6/25 @ 6:00 PM. The AgCom has an open seat, if you are interested in volunteering, please go to the Select Board office to fill out the volunteer form.

All Development Services board and commission meetings can be viewed on TCTV YouTube at https://www.youtube.com/channel/UCRZHdIP_DS1-6TV6BmzIL_A

Community Services:

Director/ Library

Story Hour began this week with a group of 12. The October materials order was compiled and placed. The Stitching group made 2 projects for its '12 days of Christmas' theme. I worked on the library's FY 25 annual report and the remaining 2 reports to the MBLC. I submitted 2 warrants and 1 turnover.

Senior Services

In addition to the regular scheduled activities, we had our Parent Support Group, Art Class, and Health Fair.

Attendance 117

Social Service appointments 18

Volunteers 8

Rides 39

TCTV/Cable Television:

We covered the Motorpalooza event on Sunday on the Town Common with video interviews, photos, and drone shots. We worked on sponsor spots for our Local Fresh and Take a Hike programs. We had meetings with Wachusett Business Incubator (WBI) and worked on TCTV videos appearing on the Montachusett.TV website. We prepared for a busy weekend of covering events in Templeton and the area. The Digital Equity grant contracts was presented to the Select Board and approved.

Important dates to remember:

2nd Fall Festival and Touch –a-Truck, Saturday 9/27 Gilman Waite 12pm to 5pm