



TOWN ADMINISTRATOR REPORT AUGUST 24, 2026

Assessors

- Exemption applications are beginning to be received and processed
- Chapter applications will be mailed out in the next 2 weeks
- Continuing with property inspections and new growth

Accounting

- The FY24 audit remains a priority.
- All FY26 revenue has been posted.
- Cash reconciliations have been completed (July 2025- November 2025).

Building

- Over the past two weeks, the town has received 11 permits. Of these, 2 permits were for new homes, indicating continued residential development activity in the community.
- The remaining permits were for other types of construction and property improvements. The department is actively reviewing multiple permit applications, conducting construction inspections, and addressing zoning enforcement matters to ensure compliance with applicable codes and regulations.

Conservation Commission

- The Commission's decision on the solar farm project has been appealed to DEP
- The Commission is in need of members, there are three vacancies

Council on Aging

- The Friends of the Southamptown COA is hosting their annual 9-hole Golf Outing at Southamptown Country Club on Friday, September 11th. 25% of the proceeds will be donated back to Southamptown Police and Fire Departments in honor of the 25th anniversary of 9/11.
- The COA was recently approved for a MArtap mini grant which allows the COA to purchase a new computer for the office.
- The Council on Aging will be closed to programming on Tuesday, September 1, due to State Elections at the Senior Center. The COA Office will be open for regular business hours.

Fire

- For July we had one hundred (100) 911 calls. Seventy-four (74) EMS calls and twenty-six (26) Fire calls.
- Our old 2007 Chevrolet utility pick-up has been sold by the online auction platform Municibid and has been removed from the fire department parking lot.
- Our two new per-diem Paramedics have been approved by the Selectboard and have started orientation training this week.

Health

- **Administrative Assistant Position:** The department is currently accepting applications for the Administrative Assistant position, which will be shared between the Building and Health Departments.
- **College Highway Junkyard:** Cleanup of the College Highway property is progressing, with vehicles being removed on a weekly basis. The property owner has remained in communication with the Health Department and continues to provide updates on the cleanup. Currently, legal action does not appear necessary.
- **Former Biological Center – Valley Road:** Progress is also being made at the former biological center property on Valley Road. The interior of the condemned dwelling has been reframed and is expected to be ready for inspection shortly. Septic plans for the required new system have also been received and are under review.
- **Restaurant Complaint:** A complaint was received from a delivery driver who reported observing food-code violations in a restaurant kitchen. The Health Department has initiated an investigation. As of August 18, 2026, the owners were given 48 hours to correct the violations cited during the inspection.
- **Longhill Gardens:** Complaints continue to be received from Longhill Gardens residents regarding the improper disposal of materials outside the dumpsters and the accumulation of discarded items at the rear of the complex. This has been an ongoing issue. The department understands that the property may soon be under new ownership and will continue to monitor the situation.
- **Kratom Emergency Order:** On August 13, 2026, the Massachusetts Department of Public Health issued an emergency order temporarily placing all forms of kratom into Schedule I under Massachusetts law. The restriction takes effect August 28, 2026, and may remain in effect for up to one year. Advisory notices have been sent to Southamptton retailers and convenience stores that may sell kratom products to ensure they are aware of the upcoming restriction.

Highway

- We saw minor erosion and downed tree impacts from the heavy rains.
- I am working through a stormwater runoff enforcement issue on Brickyard Rd. with the applicant. I've started copying Scott on correspondence as it may be getting to the point where I will require more resources than I currently possess in order to elicit compliance.
- Grant contract and Notice to Proceed on the Gilbert culvert design project has been received.
- We've been contacted by a consultant looking for underground utility information in the vicinity of the rail corridor along Brickyard Rd., so presumably Greenway design for that section is progressing.
- The Design Public Hearing for the Safe Routes To School project has been scheduled for September 23rd at 6PM at Norris School cafeteria.

Library

- Following completion of the ARIS report, we are working on the Financial Report and Compliance Report for the State Board of Library Commissioners. Together, the three reports allow us to apply for the State Aid Grant. The reports demonstrate how we met the requirements to remain a Certified library, including minimum hours open, the Municipal Appropriations Requirement, and required materials expenditure.

- New items in our Library of Things include a Switch 2 and Switch Lite, a camping tent, and a portable DVD player. As always, these items are free to borrow and available to all.

Police

- The police department remained busy with numerous mental health calls for service, disturbances (general and domestic related), and motor vehicle crashes.
- Room for property/ evidence storage has been an ongoing issue. Plans have been established to relocate our evidence and property storage to another location within the building for greater space and organization. This relocation process will include a complete internal audit of the property.

Schools

William E. Norris First Days:

- Enjoy the final days for summer vacation!
- First day of school for Kindergarten through Grade 6 is August 27;
- First day of school for Preschool is September 2;
- Ice Cream Social is September 2
- See you soon!!

Treasurer/Collector

- Year-end cash and receivable reconciliations continue, and good progress has been made.
- New hires for the beginning of the school year are being on-boarded.

Water

- College Hwy project: Construction crews continue to lay main line pipe north of East St to PMR. Crews might be out of the rock. The first section of the new main from Clark to East is now live (including hydrants). No schedule for service swaps
- Preparing for DEP's Sanitary Survey scheduled for early October.
- Planning steps forward that are needed to address the results of the M36 Water Audit recently completed by Tighe & Bond.
- Reviewing quote from Tighe & Bond for additional work needed to complete the Service Line Inventory Project. This work includes statistical analyses for the public side and private side, create the random investigation pools needed for both sides, and determine how many additional public side and private side physical inspections are needed to achieve a 95% confidence level in the statistical analyses. Tighe & Bond will also draft a summary of the status of SWD's SLI and will submit a request to MassDEP for approval of the use of statistical analysis for the update of the SLI.
- Waiting to hear if we are awarded grant funds from the Federal Funds and Infrastructure Office (FFIO). \$50,000 grant to cover partial cost to complete the Service Line Inventory Project. (this will cover partial cost of "potholing" to dig up unknowns to identify service line material)
- Signed the contract for Comprehensive Environmental Incorporated (CEI) for Professional Consulting Services for a Water Management Act Permit Feasibility and Strategy Study. The study should be complete before the fall.
- Collecting 2026's lead and copper sampling round (LCR) this week. 20 from residential service address's and from Norris and Peanuts.

- The SWD is continuing to knock on doors and post properties to persuade customers to allow access to the water meters so we can install new meter reading equipment. This equipment will allow us to read meters more efficiently and allow us to provide customers with excessive water usage concerns.
- Turned on another brand new service, brand new construction this week.

Veterans

- Reporting Period: August 6 and August 13, 2026
- Thursday Office Hours: 7:00 AM - 4:00 PM
- Prepared By: Michelle Murdock, Veterans' Service Officer
- Veteran Appointments Conducted: 9
- Telephone Calls Handled: 15
- Emails Responded To: 8
- During the reporting period, the Veterans Department provided assistance and support to veterans, dependents, and surviving family members. Services included benefits counseling, claims assistance, referrals to community resources, outreach activities, and general guidance regarding veterans benefits and services.
- In addition to Thursday office hours, the Veterans Service Officer works remotely on Fridays from 1:00 PM to 3:00 PM. Duties include preparing reports, returning phone calls, responding to emails, following up on veteran cases, and coordinating with agencies regarding veteran benefits and services.
- August 15, 2026 - Celebrate Southampton, Conant Park
The Veterans Department participated in the Celebrate Southampton community event held at Conant Park. A Veterans outreach tent and information table were staffed throughout the event to provide residents and veterans with information regarding available veterans benefits, services, and community resources. Materials displayed included veterans resources and photographs of recently installed Southampton Hometown Hero Banners that have been placed on poles throughout town.
The event provided an opportunity to engage with community members, answer questions regarding veterans services, and increase awareness of programs available through the Southampton Veterans Department.
- Office Hours
The Veterans Department is available for in-person appointments on Thursdays from 7:00 AM to 4:00 PM. Remote administrative hours are conducted on Fridays from 1:00 PM to 3:00 PM.