

**BOARD OF  
SELECTMEN  
MEETING  
MINUTES**

**September 8, 2015**

Town Hall

Chairman Kenneth Picard; Selectman James Brochu; Selectman Robert J. Fleming; Town Manager, Blythe C. Robinson Executive Assistant, Sandra Hakala

1 The meeting was called to order at 6:00pm. Chairman Picard opened the meeting and after the  
2 pledge of allegiance reviewed the agenda.

3  
4 **MINUTES**

5  
6 ***Motion #1:*** Motion made by Selectman Fleming to approve the August 25, 2015 Regular Session  
7 Meeting Minutes as submitted.

8  
9 Second: Selectman Brochu, Unanimous Chairman Picard.

10  
11 ***Motion #2:*** Motion made by Selectman Fleming to approve the September 2, 2015 Regular  
12 Session Meeting Minutes as submitted.

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14 Second: Selectman Brochu, Unanimous Chairman Picard.

15  
16 ***Motion #3:*** Motion made by Selectman Fleming to approve the August 25, 2015 Executive  
17 Session Meeting Minutes as submitted.

18  
19 Second: Selectman Brochu, Unanimous Chairman Picard.

20  
21 **RECOGNITION**

22 Selectman Fleming referred to the MMA's newsletter where it was reported that Kelly McElreath  
23 received the first annual "Town Clerk of the Year Award" from the Massachusetts Town Clerk's  
24 Association. This award was bestowed on Kelly at the Association's annual conference. Kelly's  
25 hard work, achievements and performance have been recognized as exemplary in the State.

26  
27 Selectman Brochu recognized Justin Hackinson, Brett Nasuiti and Derek Mager for achieving  
28 the rank of Eagle Scout.

29  
30 **MANAGERS REPORT**

31  
32 The TIP Project – Public Hearing on the 25% design proposed for this project has been  
33 scheduled for October 22nd at the Nipmuc High School Auditorium.

34  
35 The Police Department will be acquiring replacement armored vests as a result of a federal grant  
36 written by Sergeant Cyr. Currently vests are more than five years old.

37  
38 A Health Fair is being sponsored by the Council on Aging to take place at Town Hall on October  
39 21<sup>st</sup>. While it will be focused on seniors there will be a lot of good topics for all ages.

40  
41 Algonquin Gas has sent letters to property owners who live along the National Grid power lines  
42 regarding the proposed project to locate an extension of the Algonquin natural gas pipeline in

43 this area. That would entail the installation of a line a distance of four miles through Upton. The  
44 company is setting up landowner information meetings to give property owners a chance to ask  
45 questions about the project. The one for Upton will be held on Monday, September 14<sup>th</sup> at the  
46 Doubletree Hotel in Milford from 5:30 – 7:30 PM.

47  
48 There are two new postings for employment opportunities on the Town website; paramedics to  
49 work on a per diem basis to fill shifts from time to time; and drivers in the DPW to operate Town  
50 vehicles during the winter snow season. The work for drivers will be on an on call basis  
51 depending on the weather and will drive either new Oshkosh trucks, or a smaller vehicle  
52 depending on need.

53  
54 A warrant was opened for the Fall Special Town Meeting to be held on November 17<sup>th</sup> at the  
55 Selectmen’s last meeting. Articles must be turned in by September 25<sup>th</sup>.

56  
57 The Board welcomed the new reporter assigned to Upton from the Milford Daily News; Corin  
58 Cook began her duties this week.

59  
60 **DISCUSSION ITEMS**

61  
62 Discuss Joining the State Community Compact Program

63 The Board of Selectmen given the option to choose from one to three areas from a list of  
64 suggested areas of best practice within the State’s Community Compact Program initiative  
65 developed this year with goals to “strengthen municipalities” will focus on improving financial  
66 policies.

67  
68 The board and Town Manager showed interest in making improvements to several areas; a  
69 comprehensive budget document to help residents understand their budget, maximize energy  
70 efficiency, housing and economic development, citizen engagement and transparency, but  
71 decided to focus on financial policies. The board will start with one area stating that picking  
72 three might be too ambitious; once one initiative is completed, more areas can be selected.

73  
74 Ms. Robinson will contact the State to pursue this initiative.

75  
76 Discuss Request for Letter of Support – Charter Communications Purchase of Time Warner  
77 Cable

78 A representative at Charter informed the Town that they are seeking to purchase Time Warner  
79 Cable. They have requested each of their communities to write a letter of support to the Federal  
80 Communications Commission (FCC) and drafted a letter for consideration and information about  
81 this acquisition. The Selectmen opted not to support this request.

82  
83 Discuss Request for Funding – Route 495 Partnership

84 Since inception the partnership has been funded by private sector members of the organization.  
85 This organization provides economic development expertise to its member communities, as well  
86 as advocacy in several areas that affect all towns (transportation, water, etc.). They have found it  
87 necessary to reach out to the public sector members and ask for a \$500 contribution this fiscal  
88 year to meet their budget. The amount requested can be accommodated in the Selectmen’s

89 Expense budget the Town Manger assured and believes that the value to the Town exceeds this  
90 request recommending the Selectmen to approve the expense.

91  
92 **Motion #4:** Motion made by Selectman Fleming to approve the Town manager to expend  
93 \$500.00 from the Selectmen’s budget to support the Route 495 Partnership.

94  
95 Second: Selectman Brochu, Unanimous Chairman Picard.

96  
97 Motion to Approve Write Offs of Ambulance Bills

98 The administrative policy on ambulance billing requires that the Fire/EMS Chief and Town  
99 Manager periodically review outstanding receivables in order to determine which should be sent  
100 to a collection agency, and which ought to be written off. There are several reasons for write  
101 offs which include hardship by the patient to pay the bill, small amounts remaining after  
102 insurance has covered most of the bill, and inability to collect at all, usually in the case of the  
103 patient being deceased. The Town Manager is recommending writing off \$885.97 out of  
104 \$14,818.54 utilizing the Risteen Welfare fund to cover that portion to assist residents who have  
105 experienced a hardship. Those patients believed to have the ability to pay or are from other  
106 communities are turned over to a collection agency. The Selectmen agreed to all abatements  
107 except on line item 11.

108  
109 **Motion #5:** Motion made by Selectman Brochu to abate \$829.92 funded by the Risteen Welfare  
110 fund.

111  
112 Second: Selectman Brochu, Unanimous Chairman Picard

113  
114 Motion to Make Employee Appointments

115 The Selectmen considered the recommendations to appoint a Mechanic/Heavy Equipment  
116 Operator and a COA Van Driver both of which are Town residents.

117  
118 **Motion #6:** Motion made by Selectman Fleming to appoint Lori McGann to the position of COA  
119 Van Driver waiving the 15 day waiting period.

120  
121 Second: Selectman Brochu, Unanimous Chairman Picard.

122  
123 **Motion #7:** Motion made by Selectman Fleming to appoint Travis Acciavatti to the position of  
124 Mechanic/Heavy Equipment Operator.

125  
126 Second: Selectman Brochu, Unanimous Chairman Picard.

127  
128 MEETING LOOK AHEAD TOPICS

129  
130 NEW BUSINESS

131  
132 EXECUTIVE SESSION

133 The Board will enter into Executive Session under MGL c.30A, S. 21 exception #3: to discuss  
134 strategy sessions with respect to collective bargaining if the chair declares an open meeting will  
135 have a detrimental effect on the Town's bargaining position.

136  
137 The Board will enter into Executive Session under MGL c.30A, S. 21 exception #2: to conduct  
138 contract negotiations with non-union personnel (Town Manager, Blythe Robinson).

139  
140 **ADJOURN MEETING**

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142 ***Motion #10:*** At 8:15pm motion was made by Selectman Brochu to adjourn the regular meeting.

143  
144 Second: Selectmen Fleming, Chairman Picard, Unanimous Action of the Board.

145  
146 Respectfully submitted,

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148  
149 Sandra Hakala  
150 Executive Assistant