

**BOARD OF  
SELECTMEN  
MEETING  
MINUTES**

**February 4,, 2014**

Temporary Town Hall, 3 Milford Street

Fire & EMS Headquarters, 20 Church Street , Training Room

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

1 The meeting was called to order at 5:00pm. Chairman Brochu opened the meeting.

2

3 **DISCUSSION ITEMS:**

4 **Leadership Strategic Plan**

5 The discussion on the Leadership Strategic Plan focused on minor editing and format changes.

6

7 Selectman Picard asked the Chair that the document be added to the agenda and be signed by the  
8 Board later in the meeting.

9

10 **Motion #1:** At 5:30PM Chairman Brochu motioned to recess the regular meeting to attend the  
11 presentation of the Cabinet of Weight and Measure Standards and reconvene at Fire & EMS  
12 Headquarters, 20 Church Street.

13

14 Poll taken: James Brochu, aye Robert Fleming aye, Kenneth Picard, aye.

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16 The meeting was called to order at 6:00pm. Chairman Brochu reopened the meeting and after the  
17 pledge of allegiance he reviewed the agenda.

18

19

20 **Motion #2:** Motion made by Selectman Picard to approve the January 7, 2014 Regular Session  
21 Meeting Minutes as submitted.

22

23 Second: Selectman Fleming, Majority Action.

24

25 **Motion #3:** Motion made by Selectman Picard to approve the January 21, 2014 Regular Session  
26 Meeting Minutes as submitted.

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28 Second: Selectman Fleming, Unanimous: Chairman Brochu.

29

30 **INVITED GUESTS**

31 George Peterson – Representative Peterson updated the Selectmen on the Governor’s budget and  
32 announced that he will not be running for reelection in November after twenty plus years. Ms.  
33 Robinson asked about the grant funds that could potentially be available for the upgrade of  
34 railroad crossing. The Chapter 130 program has been put in the bond bill. Peterson said it is now  
35 up to the administration to act on it for the upgrade of railroad crossings.

36

37 **MANAGER’S REPORT**

38 The State Department of Housing and Community Development have advised that the sale of the  
39 Upton Inn property is exempt from some sections of the housing regulations and the complex  
40 will retain 20% of the units as affordable for a further 15 years.

41

42 The Planning Board has distributed a set of plans for a proposed new subdivision of eight lots on  
43 Grove Street called Whitney Farms at Cotton Gin Circle and a second subdivision plan for four  
44 lots on Hartford Avenue South called “Hartford Highlands”.

45  
46 A pipe burst in the attic of the North Street booster pump station last Sunday that has caused  
47 some damage and will require an insurance claim and the investigation why the pipe froze and  
48 burst in ongoing to ensure it is avoided in the future. The Fire Department responded and DPW  
49 has been busy this week getting the interior cleaned and equipment checked. The station stayed  
50 in operation so no homes lost water.

51  
52 The topic of the potential closing of lower Warren Street is on a future agenda and letters went  
53 out to all neighbors and abutters and which asked people for their feedback.

54  
55 In the January 30<sup>th</sup> edition of the Boston Globe – Globe West Section there is an article about  
56 affordable housing and forecasts made of population growth or constriction and how those will  
57 play a role. Upton was identified as one of the five towns anticipated to have the fastest growth  
58 from 7,500 in 2010 to over 10,000 in 2030, and thus more of a need for affordable housing.

59  
60 The snow and ice budget continues to increase and a request has been made to the Fincomm to  
61 deficient spend. Also due to the ongoing storms residents were notified that trash pick-up would  
62 be delayed through a code red alert.

63  
64 **DISCUSSION ITEMS**  
65 **FY 2014/2015 Budget Review**  
66 The Selectmen reviewed the recommended departmental operating budgets for next year with  
67 Chief Bradley and Chief Goodale.

68  
69 **Discuss Town Manager’s Performance Appraisal**  
70 The Selectmen accepted the signed the Town Manager’s performance appraisal.

71  
72 **Discuss forming a Green Community Committee**  
73 At the last meeting the Board heard an in depth report from the study committee and their  
74 recommendation that the Town pursue the Green Community designation. The Board continued  
75 the conversation with Bill Taylor and Marcella Stasa and will further deliberate. They will again  
76 discuss this at their next meeting, whether or not to form a committee to carry out this task.

77  
78 **Status of Appointments**  
79 With the resignation of Joan Shanahan (Moderator’s appointment to the Finance Committee) and  
80 some other vacant volunteer positions, Chairman Brochu reviewed the status of Selectmen’s  
81 appointments. They reviewed the spreadsheet showing all open positions and the board appealed  
82 to residents interested in serving to check the Town website for the list and submit an application  
83 to their office.

84  
85 **RECOGNITION**  
86 Chairman Brochu thanked Tom Behr, and the donor for refinishing the weights and measures  
87 cabinet that was donated back to the Historical Commission.

88  
89 Chairman Brochu also congratulated Scoutmaster Bill Porter and Troop 130 who had a  
90 successful Klondike Derby.

91  
92 Chairman Brochu thanked Ken Picard for the Leadership Strategic plan document and in turn  
93 Selectmen Picard thanked all those involved with the inputs thanked his daughter Madeline for  
94 help with the graphics. Selectmen Fleming congratulated Selectman Picard's on the well done  
95 document and wanted to give Selectman Picard the honor of making the motion to accept the  
96 document.

97  
98 **Motion #4:** Motion made by Selectman Picard to accept the Leadership Strategic Plan as dated  
99 February 4, 2014.

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101 Second: Selectman Fleming, Unanimous: Chairman Brochu

102  
103 Dana Sumners was acknowledged by the Chair who wanted to discuss the potential of the  
104 closing of lower Warren Street. Mr. Sumners asked if there was any data to support the closing.  
105 The Town Manger said there were no outside consultants and to date have relied on the expertise  
106 of the Fire and Police Chiefs. A discussion on the potential closing of lower Warren Street will  
107 be on a future agenda.

108  
109 **ADJOURN MEETING**

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111 **Motion #5:** At 7:59pm motion was made by Selectman Picard to adjourn the regular meeting.

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113 Second: Selectman Fleming, Unanimous: Chairman Brochu.

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116  
117 Respectfully submitted,

118  
119 Sandra Hakala, Executive Assistant