

1 Board of Selectmen

2 **Town of Upton**



3 **Massachusetts**

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6 Meeting Minutes of April 24, 2012

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8 *Location:* 1 Main St (open meeting)

9 *Present:* Chairman Robert J. Fleming, Selectman Kenneth E. Picard, Selectman James A.  
10 Brochu, Town Manager, Blythe C. Robinson, Department Coordinator, Sandra  
11 Hakala

12  
13 The meeting was called to order at 8:00AM by Chairman Fleming.

14 DISCUSSION ITEMS

15 1. Bid Openings

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17 Ms. Robinson reviewed with Selectmen the two bid openings for the 3<sup>rd</sup> well field which were  
18 for the water main, and the pump station, well field and SCADA system. She said that she was  
19 pleased with the number of bids and how close the competition for the work was. Together the  
20 cost is about \$2.7 million. The fee from National Grid to extend the power to the site, a  
21 construction contingency and administration by our engineers needs to be factored in. Tata &  
22 Howard has advised the Town to use the project estimate of \$3,397,000 for the Town Meeting  
23 article.

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25 2. Approval for Annual Town Meeting Warrant

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27 The Board reviewed the 39 Warrant articles that will be brought to the voters at the Annual Town  
28 Meeting along with the Finance Committee's recommendations and discussed how the articles  
29 would be presented. Town Manager Blythe Robinson gave the Board an overview. The Board  
30 signed the warrant.

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32 3. DPW Appointment Recommendation

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34 Ms. Robinson recommended to the Board that Jeffery Thompson be hired as the Director of  
35 Public Works. She stated that Mr. Thompson has the education & skills/abilities to manage the  
36 department with technical skills in water and sewer. Managing the utilities is the most complex

37 area of what the Town does and this is where Mr. Thompson has focused his career. He has  
38 managed several utilities in Florida, and most recently is the Deputy Managing Director for  
39 Providence, RI water, a district with over 600,000 customers. He has never managed the  
40 “Highway” side of a Public Works department but Ms. Robinson believes he possesses many of  
41 the skills needed to do so, having been responsible for the development of CIP programs,  
42 budgeting, management of staff and interaction with public works as it pertains to utility  
43 projects. She said that she was confident after having spent time with him and talked to his  
44 references, that what he does not know he will quickly learn. She gave an example, having  
45 worked most of his career in Florida; he is not well versed in the business of snow removal.  
46 However, Ms. Robinson told the Board that Mr. Thompson has already spent some time learning  
47 this aspect of the job, and his overall management skills will enable him to quickly come up to  
48 speed.

49  
50 During Ms. Robinson’s conversations with Jeff’s references she stated that they spoke well of  
51 him, giving him praise for being knowledgeable in his field, an adept manager that is good with  
52 people and handles difficult situations with the appropriate tact and empathy. All felt that he was  
53 a fast learner, had a strong work ethic, and would be a good fit in a small organization.  
54 Based upon this information Ms. Robinson has made a conditional offer of employment to Jeff  
55 which he has accepted. She asked the Board to affirm her decision to offer Jeffrey this position,  
56 and waive the 15 day waiting period. Jeff intends to start work on Monday, May 14, 2012.

57  
58 **Motion #1:** Motion made by Selectman Brochu to appoint Jeffery Thompson as the Director of  
59 Public Works and waive the 15 waiting period to begin work on May 14, 2012 Second:  
60 Selectman Picard, Unanimous: Chairman Fleming.

61 The Board stated that there was great confidence in filling the Town’s three biggest departments.  
62 They also discussed the evolving roles of the Fire and EMS employees and how Dick’s potential  
63 retirement would be felt in that department.

64  
65 The Board briefly discussed the MCAD matter regarding Margaret A. Lewis vs. Upton Police  
66 Department. Ms. Robinson informed the Board that no settlement was being offered.

67  
68 Chairman Fleming asked Selectman Picard to speak briefly at the Loyalty Day Parade that they  
69 would all be attending on Sunday, April 29th. Selectman Picard agreed.

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71 The items for discussion on the May 1, 2012 BOS Agenda was also reviewed.

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73 **Motion #2:** At 8:48AM Motion was made by Chairman Fleming to adjourn the meeting. Second:  
74 Selectman Picard, Unanimous: Selectman Brochu.

75  
76 Respectfully submitted,

77 Sandra Hakala

78 Department Coordinator