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Board of Selectmen

**Town of Upton**



**Massachusetts**

**Board of Selectmen  
Meeting Minutes of January 20, 2009**

*Location:* Fire & EMS Headquarters, 20 Church Street

*Present:* Chairman Robert J. Fleming, Selectman Kenneth E. Picard, Selectman Michael E. Goodwin and Administrative Clerk Karen L. Varney.

The meeting was called to order at 7:00pm.

At 7:01pm Chairman Fleming motioned to enter into an Executive Session under M.G.L. Chapter 39, section 23B, Exception #2. The Board will reconvene their regular meeting at the completion of the Executive Session.

Poll taken: Robert Fleming "I", Ken Picard "I" Michael Goodwin "I".

The Board reconvened their regular meeting at 7:23pm.

Appropriation Treasury Warrant No. 30e in the amount of \$48,338.29 was approved.  
Payroll Treasury Warrant No. 30P in the amount of \$68,924.57 was approved.

Chairman Fleming stated that the Board will be meeting with Department Supervisors January 22<sup>nd</sup> and 29<sup>th</sup> for budget discussions. Due to the Special Town Election on Tuesday, January 27<sup>th</sup>, there is no Board meeting.

*Motion # 1:* Selectman Goodwin motioned to approve the meeting minutes of January 13, 2009 with a minor spelling change on line #93. Seconded by Selectman Picard, unanimous by Chairman Fleming.

The Board reviewed and signed the Basic Life Support Memorandum of Agreement received from EMS Director Brian Kemp.

*General Correspondence reviewed:*

1. Copy of a correspondence from Representative Peterson's office Re: Chapter 391, Acts of 2008: Establishing the office of Town Manager for Upton.
2. RBC Account Statement.
3. Quarterly Payment Schedule from District Treasurer, Blackstone Valley Vocational Regional School District.

- 44 4. Correspondence from Mass Highway Department Re: Chapter 303 Acts of 2008, Section  
45 60 Price Adjustment requirements for Cities & Towns. Cc: J. Johnson & C. Peterson.
- 46 5. Email from the Planning Board Re: letter dated December 16<sup>th</sup> relative to the wireless  
47 Service Facility site plan application.
- 48 6. Letter from the Department of Public Health Re: EMS Service Zone Planning. (*EMS*  
49 *Director Brian Kemp will complete this request by the end of the week*).
- 50 7. Email to all Departments Re: Spending Freeze.
- 51 8. Letter from a resident of Main St Re: Class II License violations at 90 Main St. (*Request*  
52 *for Chief Bradley to update the BOS*).
- 53 9. Reminder to the Enterprise Committee Re: Budget process.
- 54 10. Allen Engineering Proposal. (*Per BOS, forward to the Conservation Commission for*  
55 *payment*).
- 56 11. Request from the Men's Club to display A frame signs. (*BOS approved. Adhere to BOS*  
57 *Sign Placement Policy*).
- 58 12. Email Re: Reverse 911
- 59 13. Email Re: Laneri Coaching. (*The Board agrees that Margaret Laneri should continue with*  
60 *the process*).

61  
62 Notification was received from Representative George N. Peterson Jr., that the  
63 Legislators approved Chapter 391 of the Acts of 2008, establishing the office of Town Manager  
64 in the Town of Upton and shall take effect upon its passage, December 17, 2008.

65  
66 In addressing an email (#9) from Town Accountant Fred Aponte relative the budget  
67 process for the Enterprise fund, Chairman Fleming stated that if the Committee does not submit a  
68 budget by Thursday, January 22<sup>nd</sup> the Board will have to start the process. They will be meeting  
69 with Water / Wastewater Superintendent Ron SanSouci and would very much appreciate the  
70 assistance of the Committee.

71  
72 Motion # 2: Selectman Picard motioned to approve the request from the Upton's Men Club to  
73 display A frame signs advertising their annual fundraising Auction event pursuant to the Board of  
74 Selectmen's Sign Placement Policy. Seconded by Selectman Goodwin, unanimous by Chairman  
75 Fleming.

76  
77 Reminder from the Board: All citizens are encouraged to vote on the two-Ballot questions  
78 during the Special Town Election next Tuesday, January 27, 2009.

79  
80 Selectman Picard spoke of the Town Manager position (House #4975) that was recently  
81 approved by the Governor and to move forward with the process for 2010 budget. Chairman  
82 Fleming agreed saying the position has now been established and will be a major change for the  
83 Town of Upton. This position will manage the day to day operations. The Board is looking to  
84 fund this position at the Annual Town Meeting in May for the 2010 budget. Chairman Fleming  
85 will contact contiguous Towns for information on their Town Manger's salary and job  
86 description. Selectman Goodwin agrees that a line item be placed on the Budget.

87  
88 At the Annual Town Meeting in May, voters accepted the provisions of M.G.L. Chapter  
89 48, ss42A (Weak Chief) with respect to the appointment of a Fire Chief to manage the Upton  
90 Fire and EMS Department. This also requires funding. A five member Advisory Committee was

91 appointed by the Board on October 2008 and is actively meeting. Chairman Jim Brochu  
92 informed Selectman Picard that the Department is functioning well. The Board feels the priority  
93 at this time rest with the funding for the Town Manager position.  
94

95 Lastly on the Agenda, Selectman Goodwin spoke of the information received from Bob  
96 Noonan, Director of Community Relations, of the Office of the Sheriff, reverse 911, and will  
97 take a look at what they can offer. He will also contact Chief Bradley, Chief Bradford and EMS  
98 Director Kemp.  
99

100 Motion # 3

101 Selectman Picard motioned to adjourn the meeting at 8:00pm. Seconded by Selectman  
102 Goodwin, unanimous by Chairman Fleming.  
103

104 Respectfully submitted,  
105

106 Karen L. Varney, Administrative Clerk  
107  
108  
109  
110