

Board of Selectmen

Town of Upton



Massachusetts

Meeting Minutes: July 28, 2009

Location: Fire & EMS Headquarters, 20 Church Street

Present: Chairman Kenneth E. Picard, Selectman Michael E. Goodwin, Selectman Robert J. Fleming and Department Coordinator Karen L. Varney.

The meeting was called to order at 6:00pm.

Appropriation Treasury Warrant No. W10-05 in the amount of \$665,695.30 and Payroll Treasury Warrant No. PR10-05 in the amount of \$83,149.96 was approved as submitted.

Motion # 1: Selectman Goodwin motioned to approve the meeting minutes of July 14, 2009. Second: Selectman Fleming, unanimous: Chairman Picard.

Chairman Picard reviewed the Tata & Howard General Service contract agreement and a proposal to perform a hydrological evaluation of the existing water lines to support the new Church on Mendon St. The design team for the Church approached Water/Wastewater Superintendent Ron SanSouci and asked if the Town's water system could support sprinklers in the new church building. In response Mr. SanSouci was not sure and recommended a hydrological evaluation. The design team contacted Tata & Howard and requested this study and to bill the Town of Upton. It is the opinion of Chairman Picard that payment of this service is the responsibility of the applicant. Both Selectman Goodwin and Selectman Fleming concur. There was no debate on the Service Contract.

Motion # 2: Selectman Fleming motioned to award a Service Contract as submitted to the Board in an Agreement between the Owner and Engineering for professional services by Tata & Howard to cover both the Agreement for General Engineering Services and the hydrological evaluation for the proposed Church location. Second: by Chairman Picard with an amendment: for Engineering services only, until which time the Building Committee is in agreement that they will cover the costs involved in the hydrological study. Selectman Fleming and Selectman Goodwin voted the Motion unanimous as amended.

It was made clear by Chairman Picard that the Town will pay the cost of General Engineering services, not the hydrological evaluation. Selectman Fleming concurs, and confirmed that chairman Picard will communicate that information back to the responsible party.

45 In reference to the meeting last week with Consultant Larry E. Bombara, President of  
46 Lorinc Consulting Group LLC, Chairman Picard endorses this candidate and is in favor of  
47 signing the Consulting Services Agreement. Selectman Fleming noted the credibility of the  
48 applicant and a good fit with the DPW Department. Selectman Goodwin noted his terms and  
49 conditions along with his flexibility will benefit the Town.  
50

51 *Motion # 3:* Selectman Fleming Motioned to enter into an Agreement between the Town of  
52 Upton and Lorinc Consulting Group LLC for consulting services for the DPW Department.  
53 Second: Selectman Goodwin, unanimous: Chairman Picard.  
54

55 Chairman Picard gave an update on the Main Street water main project noting installation  
56 of the temporary water mains that are being installed, chlorinated and pressurized. The DPW  
57 repaired two water main breaks. Construction from the Town Hall to the Memorial School is  
58 now in process thus eliminating any issues when school begins in September. Daily construction  
59 reports and meeting minutes are available in the Board of Selectmen's office.

60 The Pumping station project is over budget. The options are to either negotiate with this  
61 particular contractor or re-bid. The Board noted that the Finance Committee is involved.  
62

63 Proposals received from Gorman Richardson Architects for the Town Hall window  
64 replacements and Town Hall renovations have been revised, therefore the Board needs additional  
65 time for assessment.  
66

67 *Motion # 4:* After receiving a letter of interest, Selectman Fleming Motioned to appoint Don  
68 Arthur to the Town Hall Window Replacement Committee. Second: Selectman Goodwin,  
69 unanimous: Chairman Picard.  
70

71 In regards to Committee members for the Town Hall Renovation Committee, it was  
72 brought to the Board's attention that resident and local builder Kevin Lobisser has expressed an  
73 interest in serving on this Committee. He does however have some reservations as he may  
74 choose to bid on this project and voiced his concerns about a conflict of interest. Chairman  
75 Picard said Mr. Lobisser would be an asset to this Committee and does not see a problem. He can  
76 resign from the Committee when the time comes to submit a proposal. Chairman Picard will also  
77 check with Town Counsel.

78 In review of other letters of interest, the Board made the following appointments.  
79

80 *Motion # 5:* Selectman Fleming Motioned to appoint Steven Rakitin, Kevin Lobisser, David  
81 Mackey and Michelle Goodwin to the Town Hall Renovation Committee. Second: Selectman  
82 Goodwin, unanimous: Chairman Picard.  
83

#### 84 Board of Selectmen Goals updated:

- 85 1. Town Manager Position: Five-Members appointed. 1<sup>st</sup> scheduled meeting within  
86 the next 2 weeks. Committee will set a Chair and report back to the Board.
- 87 2. Reorganize: Fire / EMS Dept: Mission Statement to be drafted. Committee to be  
88 formed. Letters of interest needed to insure good balance. Milford fire chief is  
89 willing to assist. Grafton may also want to assist.
- 90 3. Main St water main project: Construction continuing.
- 91 4. Station St Pump Station rehab: Moving forward to stay on schedule.

- 92 5. Beautification of Lakeview Cemetery: on going.
- 93 6. Land Swap with State DCR: Meeting August 13<sup>th</sup> 11am at the Town Hall.
- 94 7. Town Dept. purchasing program: Selectman Fleming will be working with the
- 95 Town Accountant.
- 96 8. Municipal bldg energy conservation program: Chairman Picard making contacts.
- 97 9. Town Hall Renovation: 4 Members appointed. More letters of interest needed.
- 98 10. Town Hall Window Replacement Committee: Three members appointed.
- 99 11. Town Government Calendar – completed.
- 100 12. West River St well site: More dialog needed. The State requires progressive
- 101 action over the next 3 years. Focus on the process and moving forward.
- 102 13. Delineate a Town water district: Tata & Howard to submit a proposal
- 103 14. Delineate a Town sewage district: Tata & Howard developing a plan.
- 104

105 Regarding the Assistant Gas and Wiring Inspector appointments, no action was  
106 taken. This will be placed on the August 11<sup>th</sup> Agenda for possible resolution.

- 107
- 108 1. Quarterly payment schedule from Blackstone Valley School District Treasurer.
- 109 2. Invoice from K&P in reference to G&U Railroad. To be paid by G&U Railroad.
- 110 3. 2009 MIIA Rewards credit of \$3,939 to be applied to invoices.
- 111 4. Correspondence from State House Re: Commonwealth Capital 2010 Summary.
- 112 5. Copy of a letter to a Mendon St resident from the ConCom Re: Wetlands Protection Act.
- 113 6. The Beacon
- 114 7. Account Statement from RBC Management.
- 115 8. Letter from a School St resident. (Chief Bradley will contact this resident).
- 116 9. Interoffice Memo from Gary Bohan, Planning Board Chair, Re: Commonwealth Capital checklist.
- 117 10. DEP Re: Notice of available financing for projects-Drinking Water State revolving fund (DWSRF).
- 118 11. Worcester Regional Retirement System briefing, Tuesday August 11<sup>th</sup> 8:30am.
- 119

120 Confidential material reviewed:

121 Email dated 7/22/09 from Pat Cantor, Esq.

122

123 The Board was informed by Chief Michael Bradley that the Department has received two  
124 grants, one for \$5,000 for State Dispatch training and \$19,095.00, a support grant reimbursement  
125 for Police Communication dispatch salaries. Additionally the Department will be partnering with  
126 National Grid through an energy reduction program. The Board acknowledged their appreciation  
127 to the Chief.

128

129 Collector/Treasurer Kenneth Glowacki submitted the Bond anticipation notes for the  
130 Water and Waste/Water improvement project. The principal amount is \$1,390,859.00 with an  
131 interest rate of 1.65%. This was signed off by the Board.

132 Chairman Picard commented that the DPW Local 170 Contract is completed.

133

134 The Board reviewed a request to declare surplus property from the Cemetery  
135 Commissioners.

136

137 Motion # 6: Selectman Goodwin Motioned to declare a 1985 Wheel Horse riding lawn mower  
138 (ID #3116K801) surplus property two-weeks after notifying all Boards, Committee, and

139 Commissions of the availability of said equipment. Second: Chairman Picard, unanimous:  
140 Selectman Fleming.

141  
142 Resumes and Applications for the Water/Wastewater position were reviewed by the  
143 Personnel Board and submitted their recommendations to the Selectmen. The Personnel  
144 Coordinator Jim Bates will schedule the first interview for Tuesday, August 11<sup>th</sup> at fifteen-minute  
145 intervals. A member of the Personnel Board and Water/Wastewater Superintendent Ron SanSouci  
146 will also participate in the interviews.

147  
148 Selectman Fleming informed the Board that he has an opportunity to teach a course on  
149 Tuesday evenings for six-weeks starting in September and asked if they could meet on a different  
150 night. Chairman Picard and Selectman Goodwin did not have a problem with meeting on another  
151 night.

152  
153 In closing, Chairman Picard reminded the residents of the third annual Recreation  
154 Commission Recyclable Board race Wednesday, August 5<sup>th</sup> at 6:00pm at the Town Beach.  
155 Chairman Picard will be one of the participants.

156  
157 Motion # 7: Selectman Goodwin Motioned to adjourn the meeting at 7:00pm. Seconded:  
158 Selectman Fleming, unanimous: Chairman Picard.

159  
160 Respectfully submitted,

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162 Karen L. Varney, Department Coordinator

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