

1 Board of Selectmen

2 **Town of Upton**



3 **Massachusetts**

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7 Meeting Minutes: Monday, August 17, 2009

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

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11 *Present:* Chairman Kenneth E. Picard, Selectman Michael E. Goodwin, Selectman Robert
12 J. Fleming, Personnel Board member John Sicurella and Department Coordinator
13 Karen L. Varney.

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

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17 The meeting began with the Board of Selectmen reviewing their notes from last week's
18 interview for the Wastewater Operator position. Using the ranking system, two candidates are in
19 the top two.

20 Chairman Picard asked his colleagues how they wish to proceed. Selectman Fleming said
21 in his opinion he would like to have a second interview with the top two candidates saying their
22 qualifications are close, their demeanors different and spoke of the need for a fit for the
23 Department. He also pointed out that based on financial times, if a person is to leave a position
24 for employment in Upton, they would be on a probationary status and should something happen
25 financially, a senior member of the Water Department would take over. He feels the Board needs
26 to communicate this with the candidates.

27 Selectman Goodwin also recommends conducting second interviews. He feels that the
28 number three ranking candidate would not be a good fit.

29 It is Chairman Picard's opinion that ranking candidate number three is overqualified, and
30 this Operators position is not a management position. He continued by saying he is comfortable
31 with the top ranking candidate, he is experienced and very qualified however he has a concern
32 with the cut in pay this person would have to take if the position is offered to him.

33 Personnel Board member John Sicurella concurs that the top two candidates come before
34 them for a second interview as there are additional questions he has.

35 It was noted that not all the applicants have all the necessary licenses. They would need
36 to acquire them within a six-month period.

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38 On Tuesday, August 25th the panel will conduct another round of interviews. It was
39 requested that Water / Wastewater Superintendent Ron Sansouci also participate in these
40 interviews.

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42 In other business, the Board approved the request of Ida Jette, to place a covered wagon
43 on the lawn of the Town Hall as a prop during the Town's ninth-month anniversary celebration.

44 The owners of this covered wagon, Tom and Michelle Birdsey of Taft Street have given
45 permission to loan their wagon for this display. It was noted that the Town assumes no liability.
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48 Chairman Picard stated he attended the Finance Committee meeting last Thursday,
49 discussing the potential over budget of the Station Street rehab project. The Finance Committee
50 is in agreement the Board can move forward in signing this contract. According to the Finance
51 Committee, there are two previous year appropriations that could be used and the balance due
52 would be guaranteed through the Finance Committee reserve even if the Town does not vote for
53 the overage.
54

55 Regarding the Enterprise Funds, there are two line items in the General Appropriations
56 that the Finance Committee will move over into the Enterprise accounts.
57

58 Motion # 1: Selectman Fleming motioned to approve the vacation request of a Department
59 Manager. Second: Selectman Goodwin, unanimous: Chairman Picard.
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61 Brief discussion on the Town's finances and the concern as to what free cash will bring.
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63 The Board is pleased with the progress of the Water Main Replacement Project on Main
64 Street.
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66 Motion # 2: Selectman Fleming motioned to adjourn the meeting at 6:25pm, Second: Selectman
67 Goodwin, unanimous: Chairman Picard.
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69 Respectfully submitted,
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71 Karen L. Varney, *Department Coordinator*
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