

Board of Selectmen

Town of Upton



Massachusetts

Meeting Minutes: September 10, 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 7:00pm.

Chairman Picard asked for two moments of silence in remembrance of State Senator Ted Kennedy and for the 3,000 plus people who lost their lives on September 11, 2001.

Appropriation Treasury Warrant No. W10-11 in the amount of \$19,229.98 and Payroll Treasury Warrant No. PR10-11 in the amount of \$70,962.44 was approved as submitted.

*Motion # 1:* Selectman Fleming motioned to approve the meeting minutes of August 25, 2009 as submitted. Second: Selectman Goodwin, unanimous: Chairman Picard.

*Motion # 2:* Selectman Fleming motioned to approve the Executive Session meeting minutes of August 25, 2009 as submitted. Second: Selectman Goodwin, unanimous: Chairman Picard.

The Board reviewed the General fund and Prior Year appropriations summary.

Town Nurse Trish Parent will be attending the Board's meeting on September 24<sup>th</sup> to give them an update on the H1N1 flu.

Robert Sims of Pare Corporation came before the Board to give them an update on the Main St water main replacement project. Mr. Sims gave a summary of the construction phase to date noting details of the following:

- o Outstanding work items
- o Contractor's Original anticipated schedule
- o Anticipated changes to the project schedule & changes to project scope/cost.
- o Unresolved issues.

Mr. Sims stated that there is approximately 750' of pipe that remains to be installed. A target date of October 9<sup>th</sup> was estimated for the project completion.

43 The Board is pleased with the work performed by Freitas Construction and the progress  
44 of the project. Selectman Fleming commented on the clear and consistent field reports submitted  
45 weekly by Pare Corporation. Chairman Picard sent kudos for a job well done.

46 Mass DEP is conducting a free seminar for Municipal Officials on September 15<sup>th</sup>  
47 regarding new Wetland Stormwater regulations and the Board has requested that Highway  
48 Supervisor John Johnson attend.  
49

50 Larry Bombara, Lorinc Consulting Group recently was contracted to assist with DPW  
51 projects on a part time basis, submitted his preliminary findings regarding the drainage issues at  
52 17 Pleasant St. After review and discussion the Board will consider adding this project as a  
53 Warrant Article for the upcoming November Special Town Meeting.  
54

55 The Board had a discussion about the management structure of the Fire Department and  
56 the need to move forward with a Fire Chief Search Committee. It was the unanimous decision of  
57 the Board to take over the responsibility of serving on this Committee. Selectman Fleming has  
58 heard that there are a few area Fire Chiefs that have expressed an interest in serving on the Fire  
59 Chief Search Committee. The plan is to have the Committee made up of two area Fire Chiefs,  
60 one member of the BOFE, one citizen and at least two members of the Board of Selectmen. A  
61 letter will be drafted and sent to the two local Fire Chiefs who has expressed an interest in  
62 serving on this Committee.  
63

64 Discussion regarding Articles for the upcoming Special Town Meeting. Chairman Picard  
65 noted drafting a Stormwater management Article. Also he spoke with the AA, Jim Bates about  
66 the Street light balance as last year the Town ran short. He asked Mr. Bates to evaluate that along  
67 with the energy bills and if there is additional funds needed it will be added to the budget.  
68

69 Pre-Eligibility Determination notification was received from the USDA Rural  
70 Development for the Water Main upgrade, Wastewater Pumping Station Rehab and the Richard  
71 wellfield. These documents were copied and forwarded to the Collector-Treasurer Kenneth  
72 Glowacki for his assessment.  
73

74 Chairman Picard spoke of insulating the offices of the Town Hall ceilings. This may  
75 require a Warrant Article. Future discussion.  
76

77 Recently through contract negotiations, Union employees were offered both a voluntary  
78 Delta Dental plan and Accident sickness Insurance which is 100% paid by the employee.  
79 Chairman Picard would like this additional insurance offered to all employees.  
80

81 *Motion # 3* Selectman Fleming motioned to offer the voluntary insurance plans of both Dental  
82 and Accidental Insurance plan to all employees, at their expense and respond back no later than  
83 November 15, 2009. Second: Selectman Goodwin, unanimous: Chairman Picard.  
84

85 Relative to the position of Wastewater Operator, Chairman Picard said he had a  
86 conversation with the individual that was offered the position and was told he is currently  
87 involved in a workers compensation claim with this current employer, and surgery and additional  
88 treatment is needed. In speaking with both the AA and Attorney David Jenkins, it was their

89 recommendation that this individual send a letter of acceptance and clearly state what the  
90 possible time out would be with a prognosis term of treatment. The Board then will make a  
91 decision on how to move forward. The Personnel Coordinator Jim Bates will contact this  
92 individual and ask that he send a letter.

93

94 Discussions regarding the Assistant Inspectors position to either appoint or un appoint.  
95 No action was taken. This will be addressed next week. Chairman Picard confirmed that no  
96 inspections are to be done by the Assistant wiring Inspector.

97

98 Correspondence reviewed:

- 99 1. Summary of Services: Lorinc Consulting Group LLC
- 100 2. NSTAR Notice of filing & Public Hearing on September 16<sup>th</sup>.
- 101 3. Request from the Upton Woman's club to erect signs.
- 102 4. Request from the Milford Humane Society to erect two-signs from Sept. 23<sup>rd</sup> to Sept 26<sup>th</sup>.
- 103 5. Sign request for Cub-Scout registration.
- 104 6. Copy of a letter from the Cable Advisory Committee to: Charter Communications Re:  
105 Definition of charges found on recent billing.
- 106 7. FY08 Town Building expense.
- 107 8. Delta Dental Plan effective September 2009.
- 108 9. Letter of interest to serve on the Fire Chief Screening Committee from Gary Daugherty  
109 Jr.
- 110 10. Letter from Treasurer/Collector Kenneth Glowacki Re: Security, confidentiality and  
111 disposal of records. See also Memorandum to Municipal clients Re: Identity Theft  
112 Prevention requirements.
- 113 11. Letter from a resident of Warren St Re: Flooding / Stormwater overflow. (This on John's  
114 to do list).
- 115 12. The Beacon
- 116 13. City and Town newsletter
- 117 14. Grafton & Upton Railroad article (Worcester Business Journal)
- 118 15. Notification to abutters – system repair.
- 119 16. Meeting minutes: Town Hall Window Replacement Committee.
- 120 17. Copy of a communication from Cullina Law Office Re: 6 Wood St.
- 121 18. Copy of a job offer letter Re: Wastewater Operator.
- 122 19. Memorandum to Pat Roche, Building Inspector inviting him to attend the Boards  
123 September 24<sup>th</sup> meeting.

124

125 Motion # 4 Selectman Fleming motioned to approve the placement of signs as stated in the Upton  
126 Woman's Club request. Second: Selectman Goodwin, unanimous: Chairman Picard.

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128 Motion # 5: Selectman Fleming motioned to approve the placement of two signs as stated in  
129 their August 21<sup>st</sup> email request from the Milford Humane Society. Second: Selectman Goodwin,  
130 unanimous: Chairman Picard.

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132 Motion # 6: Selectman Fleming motioned to approve the placement of signs for the upcoming  
133 Cub-Scout registration as stated in their request of August 27<sup>th</sup>. Second: Selectman Goodwin,  
134 unanimous: Chairman Picard.

135  
136           On Wednesday, September 16<sup>th</sup>, there will be a Local Emergency Planning Committee  
137 meeting with Public Safety, Local Government and local schools at the Fire and EMS  
138 Headquarters Training Room at 11 A.M. This will be a targeted meeting regarding H1N1 and the  
139 effects it could have on the Town's operation over the next months.

140  
141           Brief discussion regarding the placement of a memorial at the cemetery. Selectman  
142 Goodwin will approach the VFW members for consideration.

143  
144           With no other business before the Board, a motioned was made to adjourn.

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146 Motion # 7: Selectman Goodwin Motioned to adjourn the meeting at 8:06pm. Second: Selectman  
147 Fleming, unanimous by Chairman Picard. .

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149  
150 Respectfully submitted,  
151 Karen L. Varney, Department Coordinator

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