

Board of Selectmen

Town of Upton



Massachusetts

Meeting Minutes: September 17, 2009

Location: Fire & EMS Headquarters, 20 Church Street

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

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

Appropriation Treasury Warrant No. W10-12 in the amount of \$372,371.26 and Payroll Treasury Warrant No. PR10-12 in the amount of \$64,840.31 was approved as submitted.

The Board welcomed Mark E. Allen, P.E., of Allen Engineering, LLC from Mendon. Mr. Allen was invited to come before the Board to discuss a proposal regarding the Hartford Ave / Rockdale Hill and Stagecoach Rd drainage review. Note: Conservation Commission Chairman Chris Scott and members were in attendance during this meeting. In review of his proposal, Mr. Allen gave a breakdown of costs. In summary, if Tunison Smith, Civil Engineering and Environmental Consulting will supply Mark with task #1: a review of available Hydrology and Subdivision design plans and task #3, the Noble Vista impact on connecting to existing drainage systems included re-running pre and post construction Hydrology he will be able to complete this proposal for less money. If this is done, Ms. Scott stated it will avoid court action with Noble Vista, LLC. Mr. Allen agreed to perform the job with the needed information from Tunison Smith.

Motion # 1: Selectman Fleming motioned to award the Proposal to Allen Engineering, LLC based upon drawing funds from account #5250, Stormwater Management, fiscal year 07 to fund the expenditure. Majority Vote Selectman Goodwin.

Selectman Fleming commented that Mark Allen has done considerable work for the Town in the past and it has always been prompt and credible.

Board of Health Chairman Al Holman and Public Health Nurse Trish Parent were welcomed by the Selectmen. Ms. Parent has been the Public Health Nurse in Upton for fifteen-years and came before the Board to give an overview on Upton's readiness on the upcoming influenza season especially as it pertains to the H1N1 previously known as the swine flu. This respiratory virus is new to all and is spread through droplets. Three-main messages that the Board of Health would like to emphasize, 1: Don't panic, 2: Prevention, stay home. Rest, drink fluids and take fever reducing medications. 3: Get vaccinated. There is no cost for the

45 vaccination. The H1N1 vaccine is expected to arrive mid October. Symptoms of the H1N1  
46 include; fever greater than 100.4 /38 C F, cough, sore throat, with a possible headache and body  
47 aches.

48 Ms. Parent recommended going to the Town's web site and emailing questions of  
49 concern or log onto the Mass. Department of Public Health at mass.gov/dph/swineflu. Also you  
50 can dial: 211, 24/ 7, for information on the H1N1.

51 A seasonal influenza vaccination clinic will be held Tuesday, September 22<sup>nd</sup> for seniors  
52 from 9:00am – 12:00N at the Upton Senior Center. Ms. Parent thanked the Board for inviting her  
53 to their meeting.

54 The Board spoke of drafting a Flu Procedure for the employees. Chairman Fleming  
55 suggested the Board of Health along with the Personnel Board, draft a policy.

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57 It was noted that the Board of Fire Engineers and EMS Director Brain Kemp will come  
58 before the Board on Thursday, September 24<sup>th</sup> at 7:30pm.

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60 Motion # 2: Selectman Fleming motioned to approve vacation time for a Department Manager in  
61 a memo dated September 14, 2009. Majority: Selectman Goodwin.

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63 Correspondence reviewed:

- 64 • Request from Department Mgr. for vacation time.
- 65 • Memorandum from Allen Orsi, P.E. Pare Corp. Re: Taft Pond Dam Site Visit.
- 66 • Account Statement: RBC
- 67 • Copy of a Notice of a possible violation of the Zoning Bylaws from the Code  
68 Dept.
- 69 • Copy of a thank you from the Recreation Commission Re: Eagle Scout  
70 project.
- 71 • Memorandum from K&P to Municipal Clients Re: Amendments to Conflict of  
72 Interest Law.
- 73 • Posted Notice to employees Re: Department of Industrial Accidents.
- 74 • Meeting minutes: Town Hall Window Replacement Committee.
- 75 • Letter from United Nations Association of Greater Boston Re: October 24<sup>th</sup> as  
76 United Nations Day.
- 77 • Article in the Boston Globe West Re: Upton & Mass Audubon Society.
- 78 • Response from Charter Re; Compliance matter also copy of the Financial  
79 Balance sheet.

80  
81 Review of the Assistant Wiring Inspector's appointment.

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83 Motion # 3: Selectman Goodwin motioned to appoint David Stanley as the Assistant Wiring  
84 Inspector until May 2010. Majority: Selectman Fleming.

85  
86 Selectman Fleming wished to commend the Board of Health and the EMS Director for  
87 the excellent meeting they coordinated and conducted yesterday in reference to the H1N1  
88 preparedness and the team work involved within the Departments.

89  
90 A Flu procedure and policy will be drafted for all employees.

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92 Motion # 4: Selectman Fleming motioned to adjourn the meeting at 7:53pm. Majority: Selectman  
93 Goodwin.  
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95 Respectfully submitted,  
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97 Karen L. Varney, Department Coordinator  
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