

1 Board of Selectmen

2 **Town of Upton**



3 **Massachusetts**

4
5
6
7 Meeting Minutes: October 20, 2009

8
9 Location: Fire & EMS Headquarters, 20 Church Street – 2nd floor training room.

10
11 Present: Chairman Kenneth E. Picard, Selectman Michael E. Goodwin, Selectman Robert
12 J. Fleming and Department Coordinator Karen L. Varney.

13
14 The meeting was called to order at 7:00pm.

15
16 Appropriation Treasury Warrant in the amount of \$126,250.97 and Payroll Treasury
17 Warrant in the amount of \$63,975.97 approved as submitted.

18
19 Correspondence reviewed:

- 20
21
22
23
24
25
- o Resignation letter received from LHPC member Al Holman.
 - o Influenza Sickness Policy distributed to all employees, Boards & Commissions.
 - o General Bylaw changes passed at the ATM in May, approved by the Attorney General.
 - o Copy of a letter from the BOS to the resident of 6 Wood St.

26 Motion # 1: Selectman Goodwin motioned to accept, with regret, the resignation from Al
27 Holman as a member of the Local Community Housing Partnership Committee. Second:
28 Selectman Fleming, unanimous: Chairman Picard.

29
30 The Board welcomed Robert Sims, Managing Engineer, Pare Corporation. Mr. Sims gave
31 a status update on the Main Street Water Main project. The update covered final paving and
32 changes in the contract price however the project is still on budget. All installed piping has been
33 pressure tested, disinfected, sampled and approved for use. Communication has taken place with
34 residents that had complaints during construction. Anticipated schedule for the remainder of the
35 project is to complete short and long-side services, final paving and loam and seed work on
36 resident’s lawn. October 30th is the target date for the completion of the project. The Board
37 thanked Mr. Sims for is report.

38
39 Next on the Agenda the Board interviewed candidate Todd Broberg for the position of
40 Water/Wastewater Operator. In attendance were Water/Wastewater Superintendent Ron SanSouci
41 and Personnel Board member John Sicurella. During the interview the Selectmen informed Mr.
42 Broberg that the position is a Union position, with a benefit package. Selectman Fleming wanted
43 to insure that Mr. Broberg understood that if he was hired for the position, he would be on a six-
44 month probationary period and if the Town endures any financial problems next year he could

45 possibly be laid off. Mr. Broberg currently has a grade 4 water license and will be taking an
46 exam shortly for his grade 6 water license. A requirement of the job is for this candidate to obtain
47 all the necessary licenses within the respective time frame. After the interview and hearing a
48 positive recommendation from each Selectmen and Personnel Board member John Sicurella, a
49 Motion was made to send an offer letter of employment to Mr. Broberg. The Personnel
50 Coordinator Jim Bates will also include a copy of the Local 170 Union Contract with this offer.

51
52 Motion # 2: Selectman Fleming motioned to submit an offer letter of employment to applicant
53 Todd Broberg for his consideration and response to the Board. Second: Selectman Goodwin,
54 unanimous: Chairman Picard.

55
56 Review of the electrical Inspection Department Analysis report. Building Inspector
57 Patrick Roche will be meeting with the Board next Tuesday, October 27th to discuss the
58 Departments compensation.

59
60 Special Town Meeting Warrant Articles were assessed by the Board. Chairman Picard
61 will meet with the AA Jim Bates to update him with the recommendations from the Board
62 including additional Articles for accounts that ran into deficit the past two years, i.e., street lights,
63 telephone and snow removal accounts.

64 A Warrant Article for the purchase of an e-Drawer document management system
65 recommended by the Collector-Treasurer will be worded under Computer Software. It was
66 brought to the Board's attention that the cost of this management system will increase by \$1,000
67 at the end of October therefore the Board was anxious to move forward.

68
69 Motion # 3: Selectman Fleming motioned to approve the expenditure from the Computer
70 Software Account for the purchase of an e-Drawer Document Management System as solicited
71 by the Treasurer/Collector. Second: Selectman Goodwin, unanimous: Chairman Picard.

72
73 Chairman Picard received the preliminary report for the Town Hall Window Study from
74 Gorman Richardson Architects. This information will be assessed at the October 27th meeting
75 when the Committee comes before the Board.

76
77 Addressing the E-coli bacteria found in the Town's Pearl Street water tank, Chairman
78 Picard said they took the tank off service immediately, performed the necessary disinfected and
79 assured residents the water is now safe to drink. The Pearl St tank is back on line with water
80 testing frequently as required by the DEP.

81
82 Holiday lighting display was brought forward with no commitment as to a source of
83 funding or how much to allocate. Next week the Board will decide if they want to take funds
84 from the Town's Beautification fund.

85
86 Motion # 4: Selectman Fleming motioned to approve use of the Town Hall on December 5th for
87 the annual Dance Works holiday show. Second: Selectman Goodwin, unanimous: Chairman
88 Picard.

89
90

91
92 Motion # 5: Selectman Fleming Motioned to adjourn the meeting at 8:25pm. Second: Selectman
93 Goodwin, unanimous by Chairman Picard.

94
95 **Respectfully submitted,**
96 *Karen L. Varney, Department Coordinator*

97
98
99
100