

Town of Upton



Massachusetts

Meeting Minutes of February 12, 2008

Location: Upton Fire and EMS Headquarters, 2nd Floor Training room.

Present: Chairman Marsha A. Paul, Selectman Kenneth E. Picard and Administrative Clerk Karen L. Varney. (Selectman Robert J. Fleming did not attend this meeting)

The meeting was called to order at 7:30pm with the Pledge of Allegiance. Videotaping provided by Jonathan Miguel, Cable TV Access Provider.

Chairman Paul stated that Selectman Fleming would not be attending the meeting.

The Board welcomed James Gardner, COA Social Services Coordinator. Mr. Gardner came before the Board to request \$15,000.00 from the Ella Risteen Trust Fund (Claus B Fund) to assist struggling individuals and families in the community. The funds will be sent to Superior Oil and Mr. Gardner, using the guidelines established, will authorize fuel deliveries to needy citizens. He noted that the COA has already helped sixty-one families. Under the SMOC program, some family's do not qualify, so these funds will help. The Selectmen agree that these funds are designed to help people in need and authorized the amount of \$15,000.00 from the Ella Risteen Trust Fund Claus B.

Motion # 1

Selectman Picard motioned to approve a request dated January 30, 2008 from Social Service Coordinator James Gardner, in the amount of \$15,000.00 from the Ella Risteen Trust Fund Claus B to help struggling families in Upton with fuel oil assistance. Majority vote: Chairman Paul.

Next on the Agenda, the Board welcomed the Town Manager Assessment Committee Chairman John Robertson, and members Joan Scribner and Mike Bravo. Mr. Robertson began by saying the Committee fully supports the implementation of a Town Manager form of administration. After full review of the Petition to the General Court for establishing a Town Manager in the Town of Upton, the Committee has approved it's content. The Committee asked the Selectmen to participate in informational meeting(s) as they have a number of questions that only the Selectman can answer. The Board welcomed this opportunity. Pay range for this position is somewhere between \$100,000.00 and \$150,000.00 with perhaps added benefits. It was

45 noted that the MMA should have some information relative to a pay range or the
46 Personnel Board. The MMA will be contacted. Discussion took place relative to setting
47 up a joint public forum in March so the citizens will be better informed about this position
48 and the process.

49 Both Chairman Paul and Selectman Picard thanked the Committee for doing a
50 great job. Selectman Picard will attend the next Committee meeting. The Selectmen's
51 office will contact Chairman Robertson once the Board decides on dates for this
52 informational public forum.

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54 Appropriation Treasury Warrant No. 33e in the amount of \$160,956.28 was signed.

55 Payroll Treasury Warrant No. 33P in the amount of \$67,599.05 was signed.

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57 Project list was reviewed:

- 58 □ RFP's water main replacement project: (Both the DPW Director and the
59 Board need to have a discussion on the proposals before a final decision
60 is made).
- 61 □ Maple Ave Project: Draft P&S approved. Signatures needed. Special Town
62 Meeting set for March 10th. BOS conducting an informational forum on
63 February 26th at 7:30pm at the Fire & EMS Headquarters.
- 64 □ Noble Vista: Attorney Talerman spoke with Attorney Lane and he said his
65 client may pass on the settlement and go with a project change at the
66 HAC.
- 67 □ Grant Writer John Zakian meeting with the Board at they're February 19th
68 meeting.
- 69 □ Police Chief interview: Standard physiological evaluation is being set up
- 70 □ Town Crier Inserts: Board in process of drafting articles to better inform the
71 citizens before Town Meetings.
- 72 □ BOS Budgets: meeting with the Finance Committee on March 12th at 8pm.
- 73 □ Pratt Pond: Selectman Picard gave an update on the project, which
74 includes trimming of the trees and bushes along Pratt Pond and the
75 assistance of Mass Wildlife Fishing in construction of the jetties. Also
76 helping out is the DPW and Parks Department. The Conservation
77 Commission has scheduled a public hearing for Wednesday, February
78 27th at Nipmuc High School, 7:30pm.
- 79 □ COA Building Insulation: Selectman Picard is in the processing of
80 researching a company that has expertise in installing insulation over
81 brick.
- 82 □ Town Building energy audits: The Selectmen's office will contact Fire Chief
83 Michael Bradford for information.
- 84 □ Animal Control Officer: Chairman Paul is scheduled to meet with the
85 Board of Health next week.

86 *FYI:*

- 87 ⇒ Request for rate Increases from EMS Director Brian Kemp. (For review on2/19).
- 88 ⇒ Discussion Re: CPC
- 89 ⇒ Snow Plow damage
- 90 ⇒ K&P statement to Planning Board (Rockwood Meadows. Just FYI-no action)

- 91 ⇒ Discussion Re: dates for Mass COP 162 Union negotiations.
- 92 ⇒ Copy of a Memorandum from the DPW Director to Administrative Staff Re:
- 93 Computer Skill Development.
- 94 ⇒ RBC Dain Rauscher Account Statement.
- 95 ⇒ Cherry Sheet Data / Mass Dept of Education: FY09 Chapter 70 Preliminary /
- 96 MMA Action.
- 97 ⇒ Request from Marcella Stasa for an appointment to the Conservation
- 98 Commission.
- 99 ⇒ BOS letter to Bonnie Lopez, President Local 3338A Re: contract negotiations
- 100 dates.
- 101 ⇒ MIIA Annual Inspections.
- 102 ⇒ Copy of a letter from the BOS to Worcester Regional Transit Authority.
- 103 ⇒ Email to Director Soma Re: drainage issue, Mendon St. resident.
- 104 ⇒ Read Across America invite. March 3rd. (Chairman Paul will attend).
- 105 ⇒ Email Re: Hartford Ave S. ongoing truck activity.
- 106 ⇒ Letter of request from the Upton Commission on Disability Re: Curb cuts at
- 107 Millhaus. (BOS approved. Check summary reports to insure funds are available).
- 108 ⇒ Request from Al Holman: appointment to the Housing Partnership Committee.
- 109 (Appointed)

110
111 *Confidential:*

- 112 ⇒ Governor's Landing
- 113 ⇒ Request from Department Manager to meet with the Board.
- 114 ⇒ Copy of an email sent to Director Soma Re: dirt/slit runoff: Hartford Ave South.

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116 Relative to the use of CPA funds, Selectman Picard noted there are four ways in
117 which these funds can be used: Open Space, Active recreation, affordable housing and
118 historic preservation.

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120 Chairman Paul spoke briefly of the snow plow damage some residents have
121 experienced. She will have a conversation with the DPW Director Steve Soma.

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123 It was noted that until a new Police Chief is hired, the Union negotiations for the
124 Police Union Association Local 162 are on hold.

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126 The Board reviewed the Department of Education FY09 Chapter 70, Preliminary
127 numbers and the Assessors estimated receipts. Chapter 70 aid was increased by
128 \$858,936 and transportation increased by \$27,695.00. Chairman Paul noted that the
129 cost per pupil is \$5,703.00 and Special Education students cost is at \$16,053.00. 22%
130 of the school budget goes toward special education. Chairman Paul added that the
131 School Committee is looking into keeping pace with the foundation budget.

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133 **Motion # 2**

134 Selectman Picard motioned to appoint Marcella Stasa to the Upton Conservation
135 Commission as recommended by the members of the Conservation Commission.
136 Majority vote: Chairman Paul.

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Motion # 3

Selectman Picard motioned to appoint Al Holman as a member of the Housing Partnership Committee. Majority vote: Chairman Paul.

Motion # 4

Selectman Picard motioned to remove himself as a member of the Housing Partnership Committee. Majority vote: Chairman Paul.

Selectman Picard noted that the first meeting of the Housing Partnership Committee is scheduled for Thursday, February 14th.

In recent discussions relative to placing an informational flyer in the Town Crier, Selectman Picard asked that the Selectmen's office call Mr. Holman for a quote.

Motion # 5

Selectman Picard motioned to approve the Executive Session meeting minutes of January 29, 2008. Majority vote: Chairman Paul

Motion # 6

Selectman Picard motioned to approve the meeting minutes of January 29, 2008 with minor changes on lines 52 and 135. Majority vote: Chairman Paul

Motion # 7

Selectman Picard motioned to approve the meeting minutes of February 1, 2008 Majority vote: Chairman Paul.

Motion # 8

Selectman Picard motioned to approve the Executive Session meeting minutes of February 1, 2008. Majority vote: Chairman Paul

In review of a letter from the COA Director, the Board has requested a meeting be set up.

Contract negotiations for the Permanent Firefighters Association Local 3338A is scheduled to begin on February 26th at 7:00pm, at the Fire & EMS Headquarters.

Chairman Paul will attend the Read across America program on March 3rd at the Memorial School.

In closing, Town Crier reporter Bonnie Adams commended the Board of Selectmen in approving the funds for fuel assistance program saying there are many families today that are in need of assistance.

Motion # 9

182 Selectman Picard motioned to adjourn the meeting at 8:55pm. Majority vote:
183 Chairman Paul.

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185 Respectfully submitted,
186 Karen L. Varney, Administrative Clerk

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