

Town of Upton



Massachusetts

Meeting Minutes of April 29, 2008

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

Present: Chairman Marsha A. Paul, Selectman Robert J. Fleming, Selectman Kenneth E. Picard and Administrative Clerk Karen L. Varney,

The meeting was called to order at 7:05pm.

At 7:06pm Chairman Paul motioned to enter into Executive Session under M.G.L. Chapter 39, § 23B, exception # 3, with respect to Collective Bargaining (Local #162).

The Board will reconvene their regular meeting upon completion of the Executive Session. Poll taken: Marsha Paul "I", Robert Fleming "I" Ken Picard "I".

At 7:31pm the Board reconvened their regular meeting. The Pledge of Allegiance was recited. Videotaping provided by Jonathan Miguel, Cable TV Access Provider.

Appropriation Treasury Warrant No. 44e in the amount of \$647,921.34 was signed.

Payroll Treasury Warrant No. 44P in the amount of \$68,797.11 was signed.

Motion # 1

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

Motion # 2

Selectman Picard motioned to approve the meeting minutes of April 8, 2008. After minor changes on line 112, 113 and 128, was seconded by Chairman Paul, unanimous by Selectman Fleming.

Motion # 3

Selectman Picard motioned to approve the meeting minutes of April 22, 2008. After a minor change on line 29, was seconded by Selectman Fleming, unanimous by Chairman Paul.

45 Motion # 4

46 Selectman Picard motioned to approve the Executive Session meeting minutes
47 of April 17, 2008. Majority: by Selectman Fleming.

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49 The Annual Town Meeting Warrant Articles were read aloud. The Town Election
50 will take place on Monday, May 5th with the Annual Town Meeting on Thursday, May 8th.

51 Selectman Fleming noted that relative to Article 11, the \$2 mil dollar figure is not
52 a firm number.

53

54 Motion # 5

55 Selectman Picard motioned to open a Special Town Meeting Warrant for June 12,
56 2008 and to close this Warrant on May 9, 2008 at 5:00pm. Seconded by Selectman
57 Fleming, unanimous: Chairman Paul.

58

59 The Board invited specific Department Managers to their meeting for the
60 purposes of discussing their FY08 Budget Deficits. Chief of Police, Michael J. Bradley
61 presented his report to the Board basically stating that he has two concerns. 1) The
62 salary and overtime budget, 2) the cruiser gas account. His total deficit is \$20,500.00
63 but stated he has \$8,000 left in his building maintenance account and offered to transfer
64 those funds to help offset this deficit. Chief Bradley noted the Department cruisers use
65 from 800 to 1,000 gallons of gas per month. Chairman Paul confirmed the Town is in
66 fiscal crises. Board members will again meet with the Finance Committee tomorrow to
67 finalize the Budgets.

68

69 Next on the Agenda was DPW Director Steven Soma. In his report, Director
70 Soma said he sees shortages in several accounts but view them as minor and plans on
71 supplementing those items through the General Expenses Account. There is however a
72 deficit of over \$200,000.00 for snow and ice removal that was not listed on his report.

73

74 COA Director Natasha Heimrath told the Board that her Department faces a
75 salary and wage account deficit for \$1,360.06 however she has ample funds in the
76 COA's Expense Account and therefore will make the necessary transfer.

77 After submitting a Mobility Assistance Program grant application last year,
78 Director Heimrath informed the Board that she received a letter saying the application
79 was reviewed, and a preliminary recommendation has been prepared. This fully
80 assessable vehicle is much need for the Upton Senior Center. Also, Director Heimrath
81 added that that she secured use of a handicapped-accessible van from the Worcester
82 Regional Transit Authority which she would share with Grafton two days a week.

83 Chairman Paul requested the external posting of the Town Accountant Position
84 and to be advertised in the Beacon. Selectman Picard stated the AA, Jim Bates spoke
85 with Cathy Reed of the DOR today and gave him some ideas as to filling the position.
86 Ms. Reed added that it might take some time to fill the municipal position. Selectman
87 Picard asked if there is any resident who has a background in accounting and is
88 interested in the position, to contact the Board of Selectmen's office.

89 FY's reviewed:

- 90 □ Email from COA Director Re: thank you to a group of 9 year olds for COA
- 91 donation.
- 92 □ 2010 Census / LUCA Project update from Town Clerk.
- 93 □ Copy of a correspondence from the Office of Public Safety to Chief Michael
- 94 Bradford Re: a grant award of \$3,850.00.
- 95 □ Email from Chief Michael Bradford Re: Brush fires and reimbursement check
- 96 from the Town of Uxbridge in the amount of \$3,079.08
- 97 □ Thank you letter from Fire Chief Michael Bradford Sr. to:
- 98 ○ Police Chief Michael Bradley and Parks Supervisor John Johnson for the
- 99 Departments assistance with a brush fire on April 17th.
- 100 □ Copy of a letter to Town Treasurer Glowacki from MURSD Financial Officer Re:
- 101 Certification of the Town of Upton's Assessment for fy2009.
- 102 □ Mass Turnpike Authority Yearly Operational Plan.
- 103 □ Notification to Guidance Counselors Re: Scholarship Applications.
- 104 □ Email from Rich Rydant, Transportation Project Manager / CMRPC Re: update
- 105 for the intersection of High, Hopkinton Rd and Westborough Rd. (AA, Jim Bates to
- 106 follow up).
- 107 □ Weekly DPW report dated 4/28/08

108

109 *Project List update:*

- 110 □ COA Insulation: Scope of services forthcoming.
- 111 □ Cemetery Land: Mr. Vanbossuyt spoke with Ellen Arnold last week, and once he
- 112 has all the information, he will update the Board
- 113 □ Energy Audits: Report forthcoming.
- 114 □ Animal Control officer: BOS and the BOH need to have a discussion. BOS office
- 115 to schedule a time late May.
- 116 □ Cell Tower: On Planning Board's desk.
- 117 □ Use of CPA funds: Ken meeting with CPC on May 7th for general discussion.
- 118 □ Beautification Pratt Pond: More brush clean up needed. Parks Supervisor, John
- 119 Johnson will oversee. Drawings for the fishing jetties are forthcoming.
- 120 □ Beautification Town Clean up: Bob spoke with Town organizations will work with
- 121 the Town.

122

123 Selectman Fleming wanted to restate to the Community that monies from Trust

124 Funds couldn't be used to offset the budget. There are strict guidelines the Town

125 needs to abide by when using these funds.

126

127 General Mail folder reviewed:

- 128 ⇒ Chairman Paul asked that Mr. Bates attend the CMRPC meeting tomorrow
- 129 night or obtain the information being presented at the meeting.
- 130 ⇒ Bay Path College information is to be passed on to interested employees.

131

132 Selectman Picard asked for short recess.

133

134 At 8:50pm the Board reconvened.

135

136 Discussion took place regarding the Selectmen's budget. The Board asked the
137 AA, Jim Bates to prepare a Department balance sheet with comments for their
138 review for tomorrow.

139
140 *Reminders*

- 141 • FinCom Budget open hearing tomorrow April 30th at 7:15pm, at the Fire & EMS
142 Headquarters.
- 143 • Candidates night, Thursday May 1st, 7:pm at the Town Hall.
- 144 • Monday, May 5th from 7:00am – 8:00pm Town Election at Nipmuc Regional
- 145 • Town meeting Thursday, May 8th 7:30pm, Nipmuc Regional.

146
147 **Motion # 6**

148 Selectman Fleming motioned to adjourn the meeting at 8:56pm. Seconded by
149 Selectman Picard, unanimous by Chairman Paul.

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151 Respectfully submitted,

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153 Karen L. Varney, Administrative Clerk

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