

Town of Upton



Massachusetts

Meeting Minutes of June 16, 2008

Location: Main Hall of the Upton Town Hall

Present: Chairman Robert J. Fleming, Selectman Kenneth E. Picard, Selectman Michael E. Goodwin and Administrative Clerk Karen L. Varney.

The meeting was called to order at 4:05pm.

Motion #1

Selectman Goodwin motioned to approve the meeting minutes of May 29, 2008. Seconded by Selectman Picard, unanimous by Chairman Fleming.

Motion # 2

Selectman Goodwin motioned to approve the meeting minutes of June 10, 2008 with minor correction on line #50 and #196. Majority vote: Chairman Fleming.

FYI:

1. Memorandum from COA Director Re: Passing of COA Member Lydia Fitton. (The Board was sorry to hear of the passing of Ms. Fitton and sent their condolences to her family).
2. RBC Account Statement reviewed.
3. Letter of request for an appointment to the Advisory Board to the Department of Public Works. (The Board will take Mr. Tetreault's requested under consideration. A Mission Statement is to be drafted by Selectman Picard. Also a request for other citizen's involvement).
4. The Beacon.
5. Revisit: Assistant Inspector Positions within the CODE Department.
6. Interoffice Memorandum from the Planning Board Re: Glen Echo Athletic Field.

Motion # 3

Selectman Picard motioned to appoint James R. Bates Jr. and Richard Desjardins as Associate Members of the Zoning Appeal Board. Seconded by Selectman Goodwin, unanimous by Chairman Fleming.

Relative to the Code Enforcement Assistant Inspector positions, the Board has asked the Administrative Clerk to contact Commissioner Roche and request that he resubmit his proposal based upon the revised funding.

46
47 Selectman Goodwin noted that due to the passing of Articles 17 and 18 at the
48 Special Town Meeting June 12th, a Fire Chief Search Committee needs to be
49 established. Selectman Picard volunteered to draft a Mission Statement for this
50 Committee. He added that the Fire and EMS Advisory Committee also needs to be
51 formed and a Public Hearing be set up to adopt the Rules and Regulations for this
52 Committee. Selectman Goodwin felt it would help with the transition period to schedule
53 the public hearing first then establish the Advisory Committee.

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55 Motion # 4

56 Selectman Goodwin motioned to schedule a Public Hearing on July 14, 2008 at
57 4:30pm, for the purpose of adopting the Rules and Regulations of the Upton Fire and
58 EMS Services Advisory Committee. Seconded by Selectman Picard, unanimous by
59 Chairman Fleming.

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61 Selectman Picard asked that the proper legal ad be placed in the local
62 newspaper.

63
64 The Board is in receipt of a Memorandum from Planning Board Chairman Ray
65 Smith regarding the Glen Echo Athletic Field on North St in which Pulte feels that the
66 site is not an appropriate location for a recreation field. They are however willing to
67 assist with other recreation needs elsewhere in Town. The Planning Board has invited
68 Pulte Home representatives to their meeting on June 24th, 2008 and would like to
69 include the Board of Selectmen for input. The Board discussed the field at Memorial
70 School as a good project. Selectman Goodwin will attend this meeting.

71
72 Project List reviewed.

- 73 □ Town Manager position: Chairman Fleming will contact a member of the Search
- 74 Committee to inquire if the first meeting is in the process of being set up.
- 75 □ Employee Benefits Forum: This is on the Personnel Board's Agenda for
- 76 Wednesday's meeting. The intent is that the Board will establish a benefits
- 77 review process at the same time the reevaluation process is held with the
- 78 employees. They will integrate the employee forum with the Classification and
- 79 Compensation survey.
- 80 □ Enterprise Fund: Meeting this evening. Request for meeting minutes.
- 81 □ CPA Funding – Town Hall: On going.
- 82 □ Town Clean Up: Selectman Goodwin will contact the Men's Club.
- 83 □ Cemetery Land: Selectman Picard spoke with Mr. VanBossuyt who is following
- 84 up with the State.
- 85 □ Town Building Energy Audits: AA to submit proposal.
- 86 □ Westborough Rd traffic light: Chief Bradley and Richard Henderson to have
- 87 dialog.
- 88 □ Whitewater: Added to the list.

89
90 Relative to the salary funding for the UCTV Producer, Jon Miguel, Chairman
91 Fleming asked that the Administrative Assistant Jim Bates, contact Charter

92 Communications for information on which funds can be applied to his salary. The
93 members agreed to have Chairman Fleming overseeing this funding process, as
94 there is only two-weeks left until fiscal year 09.

95
96 Due to the budget constraints the following motion was made.

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98 Motion # 5

99 Selectman Picard Motioned to close Town Hall operations on Fridays' effective
100 FY2009 (July 1, 2008). Seconded by Selectman Goodwin, unanimous by Chairman
101 Fleming.

102
103 In a discussion regarding the closure of the main hall effective September 1st for
104 group activities, it was suggested that a fee for use be charged to help offset heating
105 and electrical costs. If it is determined that this will *not* be cost effective, Selectman
106 Goodwin will support closing the Town Hall for the winter months. Selectman Picard
107 asked that once the Board has information on heating and electrical cost, a decision will
108 be made at their June 30th meeting. This decision needs to be made in a timely manner
109 so the organizations can make alternate arrangements.

110
111 A memorandum from Treasurer / Collector Kenneth Glowacki suggesting that the
112 Town go from a weekly paycheck to a bi-weekly paycheck, that will save between
113 \$3,000 and \$4, 000 annual in processing fees stated Selectman Picard. The Board
114 asked that the Administrative Assistant to look into any contractual agreement or By-law
115 language that will not allow this change to happen.

116
117 Chairman Fleming will be meeting with the Pleasant Street residents this evening
118 only to receive feedback and not for any negotiations. He will report back to the
119 Selectmen at the next meeting.

120
121 Before going into Executive Session, the Board recognized Mr. Cutter Wyman.
122 Mr. Wyman came by to introduce himself and to let the Board know that he has been in
123 communication with the Conservation Commission and the Land Stewardship
124 Committee about the Warren Brook Conservation Land and the access of private
125 property at George Hill Rd. He continued by saying he is available to the Board for any
126 questions they may have. The Board is waiting for a report from the Conservation
127 Commission. They thanked Mr. Wyman for stopping by.

128
129 At 4:33PM Chairman Fleming motioned to enter into Executive Session under
130 M.G.L. chapter 39, s.23B, exception #3, to discuss strategy with respect to collective
131 bargaining with the DPW Supervisors (Teamsters Union, Local #170).

132 Ken Picard "I", Michael Goodwin "I"; Robert Fleming "I".

133 The Board will reconvene their regular session at the conclusion of the Executive
134 Session, and then Motion to enter into another Executive Session.

135
136 The Board reconvened their regular session at 5:13pm.

138 At 5:14pm Chairman Fleming motioned to enter into another Executive Session
139 under M.G.L. Chapter 39, s.23B, exception #3, to discuss strategy with respect to
140 Collective Bargaining (Local 3338A).

141 Ken Picard "I", Michael Goodwin "I"; Robert Fleming "I".

142 Upon conclusion of this Executive Session, the Board will reconvene their regular
143 meeting.

144

145 At approximately 6:09pm, the Board reconvened their meeting.

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147 Motion # 6

148 Selectman Picard motioned to approve the amount of \$560.00 payable to Mark
149 E. Allen, PE of Allen Engineering, for Pratt Pond Engineering. Funds to come from the
150 E.W. Risteen Claus D account. Seconded by Chairman Fleming, unanimous by
151 Selectman Goodwin.

152

153 Motion # 7

154 At 6:11PM Chairman Fleming motioned to adjourn the meeting. Seconded by
155 Selectman Picard, unanimous by Selectman Goodwin.

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157

158 Respectfully submitted,

159 Karen L. Varney, Administrative Clerk

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