

Town of Upton



Massachusetts

Meeting Minutes of April 4, 2007

Present: Chairman Joan E. Shanahan, Selectman Marsha A. Paul, Selectman Robert J. Fleming, James R. Bates, Administrative Assistant and Karen L. Varney, Administrative Clerk.

Location: Upton Town Hall, main floor, 1 Main Street

The meeting was audio taped by the Board. There was no videotape of this meeting.

The meeting was called to order at 7:30pm with the Board of Selectmen welcoming the Financial Team for the purpose of review and discussion of the Town's present financial status, the proposed budget, tax rate impact and any proposed action plans.

In attendance were Chairman Board of Assessors Charles Marsden and Members Anthony Bonina and Glenn Fowler, Treasurer / Collector Kenneth Glowacki, Town Clerk Kelly McElreath, Town Accountant Bob Perkins, Finance Committee Co-Chair's Paul Flaherty and Stephen Bern and Members Jonathan Calianos and Allison Morrill.

Town Accountant Bob Perkins began the meeting by presenting an update on revenues and account balances. Noting local receipts at \$979,133.00, down from last years' number. Commenting less revenue received from the Planning Board noting that building along with sewer connection fees are off. Ambulance fees last year totaled \$73,000.00, vs. \$43,000.00 this year.

Board of Assessors Chairman Charles Marsden gave an overview of the projected tax rate, Levey limit and new assessments.

Finance Committee Co-Chair's Paul Flaherty and Stephen Bern reviewed the working draft of the FY08 Operating budget requests and recommendations.

Treasurer / Collector Kenneth Glowacki presented the financial status, noting \$9 million total debt. He discussed a low interest rate 30-year bond to pay off the debt. Ms. Glowacki will research and report back to the Board with is findings.

Chairman Shanahan spoke about being cautious with spending and stressed the need for capital improvements, perhaps with a five-year plan. Examples were addressing the water main replacement problem on Main Street and the ADA concerns. Selectman Fleming agreed adding that there are sources of revenue that the Town could pursue. The third-water source funding is also a concern for Selectman Paul and noting support of an Enterprise Fund for the Town. (This fund would provide details in

45 regards to the portion of costs recovered through user charges vs. subsidized through
46 taxes).

47 Discussion relative to setting up a Capital Needs Committee. This Committee
48 would report directly to the Finance Committee. The Board will attend the Finance
49 Committee meeting next week to further discuss.

50 The Board thanked the financial team for attending this important meeting.

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52 Before addressing the additional Agenda items, the Board recognized resident
53 Virginia L. Kuykendall of 17 North Main St. Ms. Kuykendall came before the Board to
54 discuss a matter in regards to a neighbors' property. After a brief discussion, Chairman
55 Shanahan referred Mr. Kykendall to the Board of Health for answers to her questions.

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57 Appropriation Treasury Warrant No. 40e in the amount of \$73,216.16 was signed.
58 Payroll Treasury Warrant No. 40P in the amount of \$52,803.16 was signed.

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60 The Board of Selectmen reviewed the first draft Warrant for the Annual Town
61 Meeting eliminating a number of Articles. Some of which will be presented at the
62 Special Town Meeting in the fall. It is the intention of the Board at the conclusion of the
63 ATM, to recess until a time certain in the fall. At next weeks meeting, the Board will
64 review the 2nd draft Warrant for possible approval at that time.

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66 **Motion # 1**

67 Selectman Fleming motioned to approve the transfer of \$4,500.00 from the
68 William Knowlton Trust Fund, for the purchase of a used Scissor Lift for the DPW
69 Department. Seconded by Selectman Paul, unanimous by Chairman Shanahan.

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71 **Motion # 2**

72 Selectman Fleming motioned to approve the transfer of \$4,500.00 from the
73 William Knowlton Trust Fund, for the purpose of installing a Cat Walk in the DPW
74 garage to gain proper access to an overhead furnace and compressor area. Seconded
75 by Selectman Paul, unanimous by Chairman Shanahan.

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77 In discussion related to the Selectmen's Motion of January 26, 2006, (Motion # 1)
78 creating a Regulation dealing with water connection fees. This Motion will be forwarded
79 to the DPW Department.

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81 **FYI:**

82 ⇒ Thank you letter to COA candidate.

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84 **Mail items reviewed:**

- 85 1. Correspondence from Town of Hopkinton BOS Chairman Muriel Kramer Re:
86 Article for the Annual Town Meeting – Municipal Agreements: Maspenock Dam.
87 **The Board is not able to assist at this time. A thank you letter will be sent).**
- 88 2. MMA Action
- 89 3. Email request to display a 8'X3' banner advertising the Greater Milford Relay for
90 Life (May 18th & 19th) **(A letter will be sent noting that It is the BOS policy not to allow**
91 **any type of banners to be adhered to the Town Hall building).**

- 92 4. Orchard St Lot update from Realtor Jeanne Leombruno.
93 5. Notice of the Financial Team meeting April 4th at 7:30pm.
94 6. Notice of a Public Hearing Re: Public's input – proposed Zoning bylaws,
95 Wednesday, April 4th 7pm at the Fire & EMS Headquarters 2nd floor training
96 room.
97 7. Correspondence from the DEP Re: Waiver request (Water Loss Prevention
98 Project). (Cc: Tata & Howard).
99 8. Annual Form as filed by Charter Communications.
100 9. Copy of a Violation notice from the Code Enforcement Dept. to a North Main St
101 resident.
102 10. Letter from Erik Johnson, Fay Mountain Rd, Grafton Re: Interest to acquire a
103 parcel of Town owned land adjacent to his property.
104 11. Tata & Howard correspondence Re: Amendment No 3, Storm water Phase II.
105 12. Memorandum from Kelly McElreath Re: Senator Bertonazzi Foundation.
106 13. Copy of a letter from Chris Scott, Chairman Conservation Commission to a
107 resident of Crockett Rd Re: Notice of Intent public hearing for April 11th.
108 14. Copy of a letter to Pat Cantor, Esq., from the Planning Board Re: Review of
109 Sylvan Springs covenant.
110 15. Copy of a memorandum to Town Clerk Kelly McElreath from the Planning Board
111 Re: newly elected Planning Board Associate member William Tessmer.
112 16. Memorandum from Kopelman & Paige, P.C. Re: Cable Television License
113 Issuance & Renewal.
114 17. White paper from Kopelman and Paige, P.C. Re: Recent Legislation Concerning
115 County Roads.

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117 **Motion # 3**

118 Selectman Fleming motioned to adjourn the meeting at 10:06pm, seconded by
119 Selectman Paul, unanimous by Chairman Shanahan.

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121 Respectfully submitted,

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123 Karen L. Varney, Administrative Clerk

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