

Town of Upton



Massachusetts

**Meeting Minutes of August 7, 2007**

**Present:** Selectman Robert J. Fleming, Selectman Kenneth E. Picard and Administrative Clerk Karen L. Varney, (Chairman Marsha A. Paul was not in attendance)

**Location:** Upton Fire Department – 20 Church Street - 2<sup>nd</sup> floor training room.

The meeting was called to order at 6:06pm.

At 6:07pm Selectman Fleming gavelled to enter into Executive Session under M.G.L. Chapter 39 section 23B, exception #7.

Poll taken: Robert Fleming "I", Ken Picard "I".

The Board will reconvene their regular meeting at the conclusion of Executive Session.

At 7:05pm, the Board reconvened their regular meeting.

Poll taken: Robert Fleming "I", Ken Picard "I".

Videotaping provided by Jonathan Miguel, Cable TV Access Provider. The meeting was also Audio taped by the Administrative Clerk.

The Board of Selectmen conducted interviews for the position of Grant Writer for the Town of Upton. Five applications were received however one applicant accepted another position and one applicant could not make the scheduled interview.

The other three candidates who submitted applications were interviewed. They were: Carla C. Cataldo, Medway, John LaPoint, Grafton and John R. Zakian, New Bedford. Each candidate presented their qualifications and knowledge of Grant writing to the Board. The Board of Selectmen will get back to the candidates within a week or two. Mr. Zakian noted that he will be away for two-weeks in case the Board tries to reach him.

Appropriation Treasury Warrant No. 6e in the amount of \$23,169.86 was signed. Payroll Treasury Warrant No. 6P in the amount of \$75,743.31 was signed.

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*Motion # 1*

Selectman Picard Motioned to award the FY2008 DPW Road Material and Construction bids as recommended by the DPW Director Stephen Soma dated July 20, 2007. Majority vote: Selectmen Picard.

Selectman Fleming read aloud the Special Town Election Warrant scheduled for September 10, 2007.

*Motion # 2*

Selectman Picard motioned to close the Warrant for the September 10, 2007, Special Town Election. Majority vote: Selectman Fleming.

Selectman Fleming made a statement regarding emails the Board members receive, noting for the record that when an email is received, he (along with other Board members) does not respond. It is for informational purposes only.

Confidential:

- o Vacation request dated 7/19/07 – (approved by Department Liaison)
- o Notice to Local #170 Business Agent.
- o Email dated July 27, 2007 to Attorney Klein Re: Pleasant St.
- o Email from Chairperson, ConCom Re: Shining Rock/Noble Vista update.
- o Email from ConCom Re: appointment
- o Memorandum from Chief Stockwell dated 7/31/07.

FYI:

- ⇒ Appointments: Enterprise Fund Committee (on hold until letters of interest can be reviewed)
- ⇒ Copy of a reminder Re: appointments: LCHPC
- ⇒ Request from Marcella Stasa for an appointment to the Land Stewardship Committee. See also recommendation from ConCom. (*appointed*).
- ⇒ Request from Anthony Cervassi for an appointment to the Feasibility Study / Police & Communications Expansion Committee. (*appointed*)
- ⇒ *RBC Dain Rauscher Account Statements (June 1st – June 30<sup>th</sup>)*
- ⇒ Classified Ad, Sunday Telegram: F/T Police Officer.
- ⇒ Memorandum from Chief Bradford Re: Bernat Mill fire. (*Selectman Fleming complimented the Fire Department for excellent job*).
- ⇒ Request from Chief Bradford, *to award* the bid for the surplus 1952 vehicle, Engine 6 to Shaun Marchand for the only bid amount of \$1,580.00 and as recommended by majority vote of the Board of Fire Engineers.
- ⇒ Board of Engineers organization memberships to maintain same.
- ⇒ Letter to CMRPC Re: No cost Technical Assistance.
- ⇒ Town of Upton's FY08 Foundation Reserve Application, Category B to the D.O.E. Pothole program.

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**Motion # 3**

Selectman Picard motioned to appoint Marcella Stasa to the Land Stewardship Committee until May 2008. Majority vote: Selectman Fleming.

**Motion # 4**

Selectman Picard motioned to appoint Anthony Cervassi to the Feasibility Study / Police & Communications Expansion Committee until May 2008. Majority vote: Selectman Fleming.

Selectman Fleming sent a sincere thank you to the volunteers.

**Motion # 5**

Selectman Picard motioned to award, as recommended by the Majority Board of Fire Engineers, the lone bid of \$1,580.00 received from Shaun Marchand, 21 Warren Street for the surplus 1952 Engine 6. Majority vote: Selectman Fleming.

In discussion relative to Grants and a specific number of hours the Town would need from the CMRPC, Selectman Fleming asked that a formal request from the Board of Selectmen be submitted to the Planning Commission.

**Mail:**

1. Copy of a letter to the Planning Board from Kopelman & Paige, PC Re: Sylvan Springs Easement Deed.
2. Request letter from former resident Tom Chace. *(This request was forward to the Planning Board, ConCom, ZBA and Code. The Board awaits feedback from these Departments before acting on this request).*
3. 2007 MIIA Reward Credit
4. Tennessee Gas Pipeline 2007 Yearly Operational Plan. (Full detailed report in BOS office).
5. Copy of a letter to DPW Director from a Grafton Rd resident Re: drainage issues. *(Comment from DPW Director requested by the Board)*
6. Quarterly payment schedule from Blackstone Valley District Treasurer.
7. Correspondence from Department of Telecommunication and Cable Re: Reorganization Plan, Chapter 19 of the Acts of 2007.
8. Copy of a blanket posting Re: Fire/EMS Management Study and Implementation Committee.
9. USDA Rural Development Community (Loan) Programs. Forwarded from Mike Bravo.
10. Request from the Wildwood Lounge to have a chicken BBQ on August 18<sup>th</sup> from 1:00pm to 6:00pm outside. All beverages will be served in plastic cups or cans. *(approved).*
11. Copy of a memorandum to ZBA from the Conservation Commission Re: Lot 5 Mendon St.

- 137 12. Correspondence from Kate Fitzpatrick, Needham Town Administrator, Re:  
138 Attending the Town Manager Study Committees' meeting Tuesday July  
139 24<sup>th</sup>.
- 140 13. Correspondence from CMRPC Re: Trail Grants.
- 141 14. Thank you letter from Scholarship recipient Alison Sardonini.
- 142 15. Memorandum from the Town Clerk Re: Town of Upton Website Upgrades.
- 143 16. Request from Upton Heritage Committee Member Barbara Burke for  
144 permission to use the Town Common, September 22<sup>nd</sup>.
- 145 17. Correspondence from Comcast Re: Pricing changes effective 9/2/07.
- 146 18. Copy of a letter to the Inspector of Buildings, Patrick Roche Re: Wood  
147 Street resident dispute. *(BOS request a response back from Commissioner Roche).*
- 148 19. Email from a Main Street resident Re: possible violation. *(Cc:*  
149 *ConCom)(Selectman Fleming would like a response from the ConCom).*
- 150 20. The Beacon
- 151 21. Notice to abutters Re: #5 Glen Ave.
- 152 22. Agenda: Town Manger Assessment Committee, July 31<sup>st</sup>.
- 153 23. Letter to DEP Re: Water Loss Prevention Project.
- 154 24. Slides of Upton received from the DHCD.
- 155 25. Letter of concern from resident of Crockett Rd. *(BOS office to sent note to*  
156 *Patrick Roche asking him to respond to this letter).*
- 157 26. Update: GIC / Pension Laws *(AA to begin the process of looking into this GIC*  
158 *program. Discussion with Union first).*
- 159 27. Letter dated July 23, 2007 from resident of Russell Court. *(Note: Russell*  
160 *Court has never been an accepted Road).*
- 161 28. Copy of a correspondence from Kelly McElreath to Republican *and*  
162 *Democratic Town Committee Chairs Re: vacancy: Board of Registrar.*
- 163 29. Public Hearing notice from Town of Hopkinton Re: Rockwood Meadows,  
164 on 8/20/07.
- 165 30. MMA Action

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168 Motion # 6

169 Selectman Picard Motioned to approve the request from the Wildwood Lounge to  
170 have a chicken B-BQ on August 18<sup>th</sup> from 1:00-6:00pm outside of the premises. All  
171 beverages will be served in plastic cups or cans. Majority vote: Selectman Fleming.

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173 Motion # 7

174 Selectman Picard motioned to expend up to \$800 from the William Knowlton  
175 Trust Fund as requested by Town Clerk Kelly McElreath for upgrades to the Town's  
176 website. This will enable her to post a public meeting calendar and a distribution/ mailing  
177 list. Majority vote: Selectman Fleming.

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179 Selectman Fleming thanked Kelly for volunteering to maintain the calendar and  
180 the distribution list.

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182 *Motion # 8*

183 Selectman Picard motioned to grant permission to the Upton Heritage Committee  
184 (Barbara Burke) to use the Town Common for a yard sale, Saturday, September 22<sup>nd</sup>.  
185 Majority vote: Selectman Fleming.

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187 In reviewing mail item # 27, residents Harvey Baler and Jane Whitney came  
188 before the Board to express their frustration about their property at Russell Court. It  
189 seems that the Town has never officially accepted Russell Court. After a brief  
190 discussion, Mr. Baler agreed to contact the Planning Board, who in turn will review the  
191 matter and set up a public hearing. Selectman Picard stated that the Planning Board  
192 has a procedure in place and certain standards must be met. Mr. Baler agreed he would  
193 contact the Planning Board.

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195 In closing the Board noted the DPW Director would need to submit his back-up  
196 material for the September Town meeting by September 1<sup>st</sup> .to the Board of Selectmen.  
197 Also to contact Bonnie (Adams), Town Crier, for placement in the Crier for citizen  
198 support.

199 Reminders:

- 200 □ Board of Selectmen's next meeting: August 21, 2007

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202 *Motion # 9* Selectman Picard motioned to adjourn the meeting at 8:55pm. Majority  
203 vote: Selectman Fleming. .

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205 Respectfully submitted,

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207 Karen L. Varney, Administrative Clerk

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