

Town of Upton



Massachusetts

Meeting Minutes of November 13, 2007

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

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 7:30pm with the Pledge of Allegiance. Videotaping provided by Jonathan Miguel, Cable TV Access Provider.

Appropriation Treasury Warrant No. 20e in the amount of \$225,071.99 was signed.

Payroll Treasury Warrant No. 20P in the amount of \$59,840.00 was signed.

The Board of Selectmen welcomed the Cemetery Commissioner Chairman William H. Sadler and Members Richard L. Randall and Robert R. Richard. Both the Selectman and the Commissioners presented a Plaque for Recognition of service to Carl Porter who retired last month after forty-years of service to the Town of Upton. Mr. Porter's family was present and thanked everyone for the honor.

Chairman Paul asked the Commissioners about the need for additional land and if they have come up with any possibilities. Chairman Sadler stated they only have enough land for about five more years and stressed the need to move forward in finding suitable land. Chairman Paul talked about Town owned land, specifically the Peppercorn Hill property. Selectman Fleming asked that the Administrative Assistant Jim Bates prepare an inventory of land owned by the Town for the Commissioners to review and return back to the Board for further investigation. The Board thanked the Commissioners for their hard work.

Marcella Stasa, Chairman of the Upton Land Stewardship Committee came before the Board and presented them with the Land Stewardship Plan for the former Stefans Farm property, which was purchased by the Town in 2003. The comprehensive report included a three-phase implementation plan with proposed timelines. A number of projects have already been undertaken to maintain the property. Immediate goals are to construct a parking lot, place signage and establish a loop trail. Further expansion may include a fitness trail, sledding area, picnic tables, tennis courts and a playground.

The Board was pleased with the report and supported the Committee going forward with their plan. A public hearing is scheduled for November 19, 2007 at Nipmuc High School. The Selectmen thanked Marcella and the Committee Members for their effort. The complete report can be reviewed at the Town Clerk's office and the Library.

45           Regarding the Plans for Open Space and the Recreation Commission, the Board  
46 asked that the Administrative Assistant Jim Bates contact them for a status report.

47  
48 **FYI:**

- 49       □ Email Re: drainage issue at 44 Grafton Rd. *(DPW Director's recommendation*  
50       *requested).*
- 51       □ Rural Development Community Programs - Direct Loans. *(Cc: FinCom & Treasurer /*  
52       *Collector)*
- 53       □ RBC Dain Rauscher Account Statement.
- 54       □ Report from Treasurer / Collector Ken Glowacki Re: Vacation and sick time.

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56           In other matters, Selectman Fleming inquired about the Agreement for John Zakian,  
57 the Grant Writer applicant and asked that the Administrative Assistant Jim Bates follow  
58 up with Town Counsel on their review of this agreement.

59  
60           Discussion relative to vacation and sick time accrual, a request from Selectman  
61 Fleming that the Personnel Board be contacted and to ask if they would conduct an  
62 Employee Forum to field questions from the employees about the Towns Personnel By-  
63 laws. Also have the Insurance Coordinator, Jim Bates and the Town Accountant Bob  
64 Perkins present for questions concerning insurance and payroll. The Board of  
65 Selectmen would also like to attend if possible.

66  
67           Regarding the upcoming holidays, the Selectmen discussed granting time off to  
68 the employees.

69  
70 **Motion # 1**

71           Chairman Paul motioned to grant to all Town Employees the Friday after  
72 Thanksgiving off and *either* the Monday before Christmas *or* the Monday before New  
73 Years off. All Public safety personnel are to see their Supervisor's for equal time off.  
74 Seconded by Selectman Fleming, unanimous by Selectman Picard.

75  
76 **Mail:**

- 77       1. Copy of a correspondence Re: Rockwood Meadows to the Planning Board from  
78       Kopelman & Paige. *(The BOS agrees with verbiage Re: Lease: proportionate basis. It was*  
79       *asked that the Administrative Assistant contact Town Counsel to ask why this process has been*  
80       *so difficult and costly to the builder).*
- 81       2. Notice of filing and Public Hearing from Department of Public Utilities on  
82       November 20, 2007.
- 83       3. Copy of a note to Chief Stockwell wishing him a good retirement.
- 84       4. Letter from Dave Adams, Chairman Recreation Commission Re: Outdoor ice rink  
85       at Memorial School. *(The Administrative Assistant to contact Fire Chief Michael Bradford and*  
86       *ask that a tanker be filled with pond water for the ice rink purpose).*
- 87       5. The Beacon
- 88       6. Violation notices sent from the Code. *(Warnings are consistent before action is taken).*
- 89       7. Annual test of the Fire Alarm system at the Town Hall.
- 90       8. Letter from an Upton resident Re: Cell tower service.

92 The Warrant for the Special Town Meeting on December 4, 2007, was reviewed  
93 and modified. Article 2, 7, 10 and 14 to 16 was eliminated. This Warrant will be  
94 formally posted on Friday, November 16, 2007.

95  
96 Chairman Paul noted that the Planning Board was meeting this evening  
97 regarding the cell tower matter. Selectman Fleming asked if anyone was interested  
98 in working on a by-law revision for the Cell Tower to send a letter of interest.  
99 Selectman Picard added that the letter of interest should be directed to the Planning  
100 Board.

101  
102 Selectman Fleming stated the Board received a correspondence from Board of  
103 Assessor Chairman Charles Marsden and according to his calculations; the levy limit  
104 has been exceeded by \$100,000.00.

105  
106 *Motion # 2*

107 Selectman Fleming Motioned to approve the amount of \$3,010.00 from the  
108 William Knowlton Trust fund, for the purpose of funding the cost for repair of the Town  
109 Hall fire alarm main panel box and to replace the Town Hall access ADA door (back  
110 entrance). Seconded by Selectman Picard, unanimous by Chairman Paul.

111  
112 Discussion took place relative to additional revenue for the Town by looking at  
113 the Town's overall fee structure, Chairman Paul ask that the Administrative Assistant Jim  
114 Bates prepare a letter from the Board to all Departments, asking for a comparison with  
115 the Town of Upton's fees with other compatible Towns. Relative to water rates,  
116 Selectman Picard discussed the possibility of inviting private entities in for an  
117 informational meeting. Selectman Fleming will forward a contact name to the  
118 Administrative Assistant to follow up.

119  
120 *Motion # 3*

121 At 8:42pm Selectman Fleming motioned to enter into Executive Session under  
122 M.G.L. Chapter 39, s23B, exception #3. Seconded by Selectman Picard, unanimous by  
123 Chairman Paul.

124  
125 Poll taken: Marsha Paul "I", Bob Fleming "I", Ken Picard "I".

126 The Board will adjourn their regular meeting, upon conclusion of Executive  
127 Session.

128  
129 Respectfully submitted,

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131 Karen L. Varney, Administrative Clerk  
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