

**BOARD OF
SELECTMEN
MEETING
MINUTES**

January 19, 2016

Town Hall

Chairman Kenneth Picard; Selectman Robert J. Fleming; Selectman James Brochu; Town Manager, Blythe C. Robinson; Executive Assistant, Sandra Hakala

1 The meeting was called to order at 5:30pm.

2
3 **EXECUTIVE SESSION**

4 The Board will entered into Executive Session under MGL c.30A, S. 21 exceptions #3: to
5 discuss strategy sessions with respect to collective bargaining if the chair declares an open
6 meeting will have a detrimental effect on the Town's bargaining position.

7
8 Poll taken: Kenneth Picard, aye, Robert Fleming aye, James Brochu aye.

9
10 Chairman Picard opened the regular meeting at 6:00pm and after the pledge of allegiance
11 reviewed the agenda.

12
13 **MINUTES**

14
15 **Motion #1:** Motion made by Selectman Brochu to approve the January 5, 2016 Regular Session
16 Meeting Minutes, correcting lines 124 and 125.

17
18 Second: Selectman Fleming, Unanimous Chairman Picard.

19
20 **Motion #2:** Motion made by Selectman Brochu to approve the January 13, 2016 Regular Session
21 Meeting Minutes.

22
23 Second: Selectman Fleming, Unanimous Chairman Picard.

24
25 **Motion #3:** Motion made by Selectman Brochu to approve the January 5, 2016 Executive
26 Session Meeting Minutes (to conduct contract negotiations with non-union personnel (Town
27 Manager, Blythe Robinson)

28
29 Second: Selectman Fleming, Unanimous Chairman Picard.

30
31 **Motion #4:** Motion made by Selectman Brochu to approve the January 5, 2016 Executive
32 Session Meeting Minutes (to discuss financial assistance to a resident in need).

33
34 Second: Selectman Fleming, Unanimous Chairman Picard.

35
36 **DISCUSSION ITEMS**

37 **Public Hearing – Main Street Pizza**

38 Selectman Picard opened the public hearing in conformity with Chapter 140 of the General
39 Laws. The public hearing is being held upon the requests of Peter M. Katsis, Owner, Main Street
40 Pizza formally Ideal Pizza, for the purpose of obtaining a Common Victualler License at 113
41 Main Street. The previous owners have sold the business and did not renew the Common
42 Victualler License.

43
44 **Motion #5:** Motion made by Selectman Fleming to award a Common Victualler License at 113
45 Main Street to Peter M. Katsis, Owner.

46
47 Second: Selectman Brochu, Unanimous Chairman Picard.

48
49 **RECOGNITION**
50 Selectman Brochu congratulated former Fire Chief Bob Prentiss and Marion Prentiss life-long
51 residents of Upton in celebration of their 70th wedding anniversary on January 12, 2016. Family
52 and friends joined in their celebration at a gathering held on January 10th at the Upton VFW.

53
54 **MANAGER'S REPORT**
55 An earmark in the State budget this year for \$25,000 was announced. Originally a larger amount
56 was to be used as a matching grant for a new salt shed but because that was not viable to start
57 that project with a lower amount, a request was submitted to use the funds to purchase a piece of
58 DPW equipment called a "hot box" and that has been approved. The Town will need to
59 appropriate about \$3 - \$5k to match the grant to buy the box and the opportunity to make pothole
60 repairs in the colder months in a more efficient manner.

61
62 The Department of Public Works has been selected to participate in a Watershed Management
63 Plan study. There will be no cost to the Town outside of some staff support. The information
64 received will be very helpful towards applying for grants for storm water system improvements
65 in the future. As the new Federal EPA storm water permit is due to be released soon, the Town
66 will be in a good position to obtain funds to address the infrastructure needed to install in the
67 future.

68
69 CMRPC managed the State grant that allowed eight other communities to install electronic
70 permitting system and has money remaining as not all of the 9 towns utilized the program. The
71 extra funds will be used to pay for Upton's permitting fees this year.

72
73 The DPW Director and Town Manager attended the CMMPO meeting last week and gave a
74 presentation about the Hopkinton Road portion of the TIP project. A decision on including this
75 portion of the funding for the work to be done in 2020 will be made by mid-summer. This
76 section is anticipated to cost \$3.8 million dollars. They will be attending all of their meetings
77 with the goal of getting this approved for 2020.

78
79 The Algonquin Natural Gas will hold an Open House on January 25th in order to provide
80 updated information concerning the Access Northeast Project to landowners, public officials and
81 interested stakeholders. The meeting will be held from 5:30PM – 7:30PM at Highfields Golf &
82 Country Club in Grafton. Selectman Fleming will be in attendance.

83
84 The next phase of the website upgrade is in progress. All content changes are in and a training
85 date for all staff has been set for January 21st. The go live date is January 28th.

86
87 **DISCUSSION ITEMS**
88 Discuss FY 2016/2017 Budget

89 The Selectmen met with the Finance Committee last week and relayed their intentions to take a
90 conservative approach to this year's budget to relieve the burden on taxpayers. The Selectmen
91 would like to target taxes from new growth in town this year to build stabilization accounts, and
92 use the standard tax base for the operational budget. Reviews of the proposed departmental
93 budgets with department heads will start next month
94

95 Motion to Ratify Collective Bargaining Agreement with the Police Union Local #162 for the
96 period 2015-2018

97 An Executive Session was held earlier to discuss the details of the Memorandum of Agreement
98 for a successor agreement for the period July 1, 2015 – June 30, 2018. The union has ratified the
99 terms. At the special town meeting in March this contract for this fiscal year will need to be
100 fully funded because the budget includes a 1% COLA rather than the 2% that has been agreed to.
101

102 **Motion #6:** Motion made by Selectman Fleming to ratify the agreement between the Town and
103 the Police Union Local #162 for the period 2015-2018.
104

105 Second: Selectman Brochu, Unanimous Chairman Picard.
106

107 Motion to Open a Warrant for the May 5, 2016 Annual Town Meeting

108 **Motion #7:** Motion made by Selectman Fleming to open the warrant for the annual town meeting
109 effective February 1st, and to close on March 15th.
110

111 Second: Selectman Brochu, Unanimous Chairman Picard.
112

113 Motion to Approve Town Manager's Contract

114 The Town Manager's contract to extend from July 1, 2016 through June 30, 2019 was reviewed
115 and approved by Town Counsel and the Board.
116

117 **Motion #8:** Motion made by Selectman Fleming to extend the Town Manager's contract from
118 July 1, 2016 through June 30, 2019 as submitted.
119

120 Second: Selectman Brochu, Unanimous Chairman Picard.
121

122 Review & Approve a One Day Liquor License Application – BVT

123 Selectman Brochu recused himself from the discussion on Blackstone Valley Tech's request for
124 a one-day liquor license that will enable them to serve wine at the annual Superintendent's
125 dinner held on March 10th.
126

127 **Motion #9:** Motion made by Selectman Fleming to issue a one-day liquor license to serve wine
128 at Blackstone Valley Tech's annual Superintendent's dinner to be held on March 10th.
129

130 Majority Action of the Board, Chairman Picard
131

132 Review and Approve Selectmen's Town Report for 2015

133 The Board reviewed and concurred with Chairman Picard's draft of the 2015 Annual report of
134 the Board.

135 **Motion #10:** Motion made by Selectman Fleming to approve as submitted the Annual report for
136 2015.

137
138 Second: Selectman Brochu, Unanimous Chairman Picard.

139
140 Update the Board on the Village Center District By-Law

141 The services of CMRPC were utilized last year to analysis the Route 140 commercial/downtown
142 corridor to look at it from the perspective of creating opportunities for economic development.
143 A grant funded process working with them to create a “Village Center District By-Law” was
144 commenced. The Selectman reviewed the proposed new zone and a sample of the model by law.
145 The Planning Board has discussed this at their last meeting and an article is being drafted for the
146 ATM.

147
148 Discuss Retaining a Guest Speaker on the Topic of Opiates

149 The Board unanimously agreed to make available a public presentation on the topic of opiates.
150 They want to reach out to the community and recognize users and well as their families needing
151 support. They will also reach out to Chief Bradley having recently been asked by the District
152 Attorney to serve on a task force on this in Worcester County. It was also suggested that monies
153 from town Trust funds could facilitate this.

154
155 EXECUTIVE SESSION

156 The Board entered into Executive Session under M.G.L. Chapter 30A, Section #21, Exception #3
157 to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on
158 the litigating position of the public body and the chair so declares.

159
160 Poll taken: Kenneth Picard, aye, Robert Fleming aye, James Brochu aye.

161
162
163 MEETING LOOK AHEAD TOPICS

164 Dual telephone poles

165
166 NEW BUSINESS

167
168 ADJOURN MEETING

169
170 **Motion #15:** At 7:22pm motion was made by Selectman Fleming to adjourn the regular meeting.

171
172 Second: Selectmen Brochu, Unanimous Chairman Picard.

173
174
175 Respectfully submitted,

176
177
178 Sandra Hakala
179 Executive Assistant