

**BOARD OF
SELECTMEN
MEETING
MINUTES**

April 26, 2016

Town Hall

Chairman Kenneth Picard; Selectman Robert J. Fleming; Selectman James Brochu

OPIOID IMPACT TASK FORCE MEETING

1 The meeting was called to order at 3:32pm by Chairman Picard.

2
3 Chairman Picard requested everyone introduce themselves.

4
5 Ken opened up the discussion with everyone providing comment about the website and essential
6 pages.

7
8 Most people thought the education/prevention needed additional items. Betsy Sadler, Kelly
9 Grave and Michelle Cotton will forward information to Ken.

10
11 There was discussion about reach out to families with needs and that may not be aware. Bob
12 Fleming suggested showing a movie or handout at the Town Meeting. The group agreed to
13 provide a handout at the election polls.

14
15 The Board of Selectmen voted unanimously to provide \$2000.00 for handout materials and
16 provide a thank you gift to watch a short film. The Board would fund a roll of trash bags to each
17 person that stayed to view the film or a gift certificate to Red Rock.

18
19 At 5:00 pm motion was made by Chairman Picard to adjourn the regular meeting.

20
21 Second: Selectmen Fleming, Unanimous Selectman Brochu.

22
23 Attendance:

24
25 Jim Brochu
26 Bob Fleming
27 Ken Picard
28 Brian Kemp
29 Joe Maruszczak
30 Amy Leone
31 Kelly Graves
32 Diane Tiernan
33 Betsy Sadler
34 Kelly McElreath
35 Michelle Cotton
36 Janice Nowicki

37
38 Respectfully submitted,

39
40 Ken Picard, Chair

**BOARD OF
SELECTMEN
MEETING
MINUTES**

May 3, 2016

Town Hall

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

1 The meeting was called to order at 6:00pm. Selectman Brochu opened the meeting and after the
2 pledge of allegiance reviewed the agenda.

3
4 **REORGANIZATION OF THE BOARD**

5
6 Mr. Brochu asks for a Motion to appoint the Executive Assistant, Sandra Hakala, as temporary
7 Chair for the purpose of reorganization of the Board.

8
9 **Motion #1:** Member Fleming motioned to appoint Sandra Hakala, Executive Assistant as
10 temporary Chair for the purpose of reorganizing the Board of Selectmen.

11
12 Second: Member Daugherty, Unanimous Member Brochu.

13
14 The Temporary Chair opens the nominations for Chairman of the Board of Selectman and asked
15 if there are any nominations. Member Fleming motioned to nominate Mr. Brochu.

16
17 Temporary Chair Hakala, asks if there are any other nominations? Hearing none, Temporary
18 Chair then closed nominations and asked Selectman Fleming for a Motion to appoint James
19 Brochu, Chairman of the Board of Selectmen.

20
21 **Motion # 2:** Member Fleming motioned to nominate Jim Brochu Chairman of the Board of
22 Selectmen.

23
24 Second: Member Daugherty, Majority Action of the Board.

25
26 **Motion # 3:** Chairman Brochu motioned to rescind the former motion appointing Sandra Hakala
27 as Temporary Chair for the purpose of reorganizing the Board.

28
29 Second: Member Daugherty, Unanimous Member Fleming.

30
31 The Board congratulates Chairman Brochu and wishes him well.

32
33 Chairman Brochu thanks the Board and commends former member Ken Picard for his many
34 years of service to the Town.

35
36 **MINUTES**

37 **Motion #4:** Motion made by Selectman Fleming to approve the April 19, 2016 regular session
38 meeting minutes.

39
40 Majority: Chairman Brochu.

41

42 **Motion #5:** Motion made by Selectman Fleming to approve the April 19, 2016 executive session
43 meeting minutes.

44
45 Majority: Chairman Brochu.

46
47 **INVITED GUESTS**

48
49 Jacquelyn Pilot

50
51 Ms. Pilot is a resident of Elm Street and asked to be on the Selectmen’s agenda to discuss the
52 status of repaving the street. She inquired as to why the budget for street repairs was low and if
53 Elm Street could be repaired sooner than what is scheduled.

54
55 Ms. Piolet commended DPW Roy for his responsiveness and help in having some pot holes
56 repaired. Chairman Brochu reviewed the town’s road management plan and explained that the
57 town relies heavily on Chapter 90 monies for road repairs. He agreed that allocation of 500,000 –
58 600,000 of the operating budget for road repairs does not cover a lot.

59
60 Ms. Pilot accepted Ms. Robinson’s invitation to meet at a later date to discuss the budget process
61 more in-depth.

62
63
64 **MANAGER’S REPORT**

65 There are a number of upcoming Town events:

- 66 • Annual Town Meeting – Thursday, May 5th – Nipmuc High School – 7:00 PM
- 67 • Library Book Sale – Risteen Building Lawn - May 21st
- 68 • Town Government Day for 3rd Graders – May 25th
- 69 • Hazardous Waste Collection Day – DPW Facility - June 4th

70
71 The insurance advisory committee met and decided to stay with the current plan design for the
72 HMO and PPO plans provided by the Town; rates will be increasing on July 1st by 12.8%. The
73 Committee did agree to look at the mitigation offered by the Town to transition to plans that
74 impose deductibles, and the committee meets on May 18th to discuss that further.

75
76 The Solarize Upton application has been completed by the Green Community Committee and
77 submitted to the State this week. This will give residents interested in putting a solar array on
78 their homes the ability to do so at a lower cost than if they do it on their own, depending on how
79 many people sign up.

80
81 Ms. Robinson attended a meeting in Auburn of area Town Managers with the purpose of meeting
82 with the State Commissioners from the Department of Energy Resources and her staff. The
83 Commissioner gave an overview of the status of the Green Community program, took feedback
84 from the 12 communities present about how that program was going, and gave some early
85 information about new programs soon to be announced in the area of energy. One that may be of
86 interest to Upton is a program under which the State will offer grants to pay for 30 – 50% of the
87 cost of the hardware on street lights to convert them to LED technology. There is a catch that the

88 community must own its lights and presently we do not. But the cost to retrofit them is
89 significant, and a grant such as this might make the decision to purchase a more attractive one.
90

91 In the next two weeks the Town’s engineering firm will be working on the design of the TIP
92 project and submit the 75% design to the State for review. Staff has been out on the road several
93 times this week field verifying current conditions of pipes, roads, drains to ensure no unforeseen
94 conditions when construction begins in 2019.
95

96 **DISCUSSION ITEMS**

97 Review the Motions for the May 5th Annual Town Meeting

98 The Board reviewed the motions for the annual meeting which have been checked by Town
99 Counsel. The Board of Health intends to pass over the article regarding funds for the Animal
100 Control vehicle. The Board assigned readers to the motions.
101

102 Motion to Ratify a successor agreement with Teamster’s Local 170 - Supervisors

103 Passed over.
104

105 Motion to Approve Year End Budget Transfers

106 There are several line items in the current year’s budget that require transfers prior to the end of
107 the fiscal year in concurrence with the Finance Committee. They are:
108

TRANSFER #1	\$4,400	Insurance	0100-945-5700-5743	Tax Title Foreclosures	0100-158-5700-5782
TRANSFER #2	\$6,000	Medicare	0100-916-5100-5173	Unemployment Comp.	0100-913-5100-5171
TRANSFER #3	\$4,000	Fire Dept.Fuel	0100-220-5400-5481	Fire Dept. Utilities	0100-220-5200-5210
TRANSFER #4	\$4,000	Insurance	0100-945-5700-5743	Fire Dept. Utilities	0100-220-5200-5210
TRANSFER #5	\$1,000	Building Inspector Expense	0100-241-5400-5421	Code Enforcement Wages	0100-241-5100-5100
TRANSFER #6	\$5,000	DPW Vehicle Fuel	0100-422-5400-5481	DPW Vehicle Maintenance	0100-422-5800-5482
TRANSFER #7	\$750	Town Election	0100-113-5400-5421	Town Clerk Expense	0100-161-5400-5421
TRANSFER #8	\$1,000	Town Building Expense	0100-192-5400-5421	Technology Expense	0100-159-5400-5421

109
110
111 **Motion #6:** Motion made by Selectman Fleming to approve the budget transfers as presented.
112

113 Second: Selectman Daugherty, Unanimous Chairman Brochu.
114

115 Motion to Approve Energy Aggregation Plan

116 In late March the Board met with Colonial Power at which time the aggregation plan was
117 presented to the Board and the Green Community Committee. The Board agreed at that time to
118 post the plan on the Town’s website for public comment until April 22nd which was done.
119 The Board completed the next step in the process of offering an alternative energy supplier to
120 residents and businesses by approving the plan.
121

122 **Motion #7:** Motion made by Selectman Fleming to approve and acknowledge the Energy
123 Aggregation Plan as presented to the Board.
124

125 Second: Selectman Daugherty, Unanimous Chairman Brochu.

126

127

128 **ADJOURN MEETING**

129 ***Motion #8:*** At 6:44pm motion was made by Selectman Daugherty to adjourn the regular
130 meeting.

131

132 Second: Selectmen Fleming, Unanimous Chairman Brochu.

133

134 Respectfully submitted,

135

136 Sandra Hakala

137 Executive Assistant

**BOARD OF
SELECTMEN
MEETING
MINUTES**

May 5, 2016

Town Hall

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

1 The meeting was called to order at 6:00pm by Chairman Brochu.

2

3 The Selectmen entered into a work session to discuss the Articles to be presented at the Annual
4 Town Meeting.

5

6 Town Counsel, Lauren Goldberg joined the work session.

7

8 **Motion #1:** At 6:20pm Motion was made by Chairman Brochu to recess the meeting to attend
9 the Annual Town meeting at Nipmuc High School.

10

11 Second: Selectman Fleming, Unanimous: Selectman Daugherty.

12

13 **Motion #2:** At 6:30pm Motion was made by Chairman Brochu to reconvene to attend the Special
14 and Annual Town Meeting, 90 Pleasant St.

15

16 Second: Selectman Fleming, Unanimous: Selectman Daugherty.

17

18 **Motion #3:** Selectman Fleming motioned to fund the purchase and installation of a gate at the
19 entrance of Heritage Park on Elm Street, including all incidental and related expenses from the
20 William Knowlton Trust fund fund not to exceed \$1000.00.

21

22 Second: Selectman Fleming, Unanimous: Selectman Daugherty.

23

24 **ADJOURN MEETING**

25

26 **Motion #4:** At 9:45pm Motion was made by Chairman Brochu to adjourn the regular meeting.

27

28 Second: Selectman Fleming, Unanimous: Selectman Daugherty.

29

30 Respectfully submitted,

31

32 Sandra Hakala

33 Executive Assistant