

UPTON POLICE  
&  
COMMUNICATIONS

# MONTHLY REPORT

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JANUARY 2016



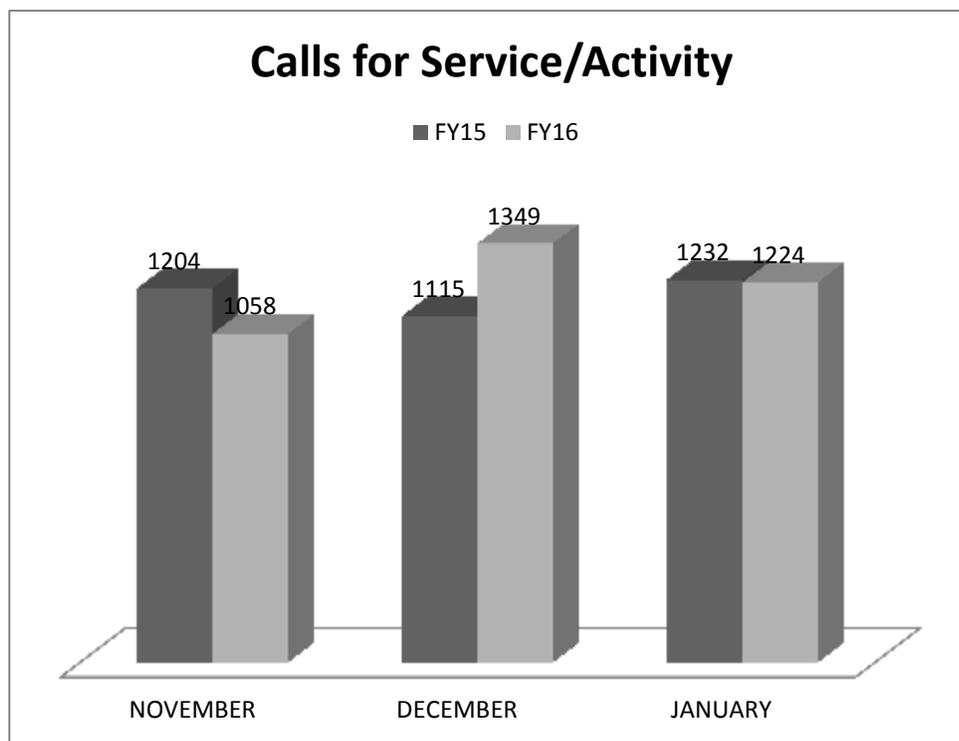
CHIEF MICHAEL J. BRADLEY, JR.  
FEBRUARY 10, 2016

# UPTON POLICE DEPARTMENT

## CALLS FOR SERVICE/ACTIVITY JANUARY 2016

The following is a partial list of calls for service/activity for January 2016:

Alarms	26	Larceny	4
Animal Complaints	13	Motor Vehicle Complaints	14
Assault & Battery	3	Motor Vehicle Crash	16
Assist EMS	31	Motor Vehicle Lockouts	3
Assist other agency	10	MV Violations	316
Assistance (General)	24	OUI	2
Breaking and Entering	1	Parking Complaint/Viol	12
Building Checks	240	Restraining Order Viol	1
Child Seat Installation	2	Roadway Obstruction	15
Criminal Motor Vehicle Viol	32	Serve Legal Process	17
Disabled MV	8	Suicidal Person	3
Domestic /Disturbance	21	Suspicious Person	11
Drug Offenses	2	Vandalism	1
Fire Department Assists	21	Well Being Check	8
Harassing Phone Calls	5	Wires Down	1
Intimidation	1	911 – Hopedale	69

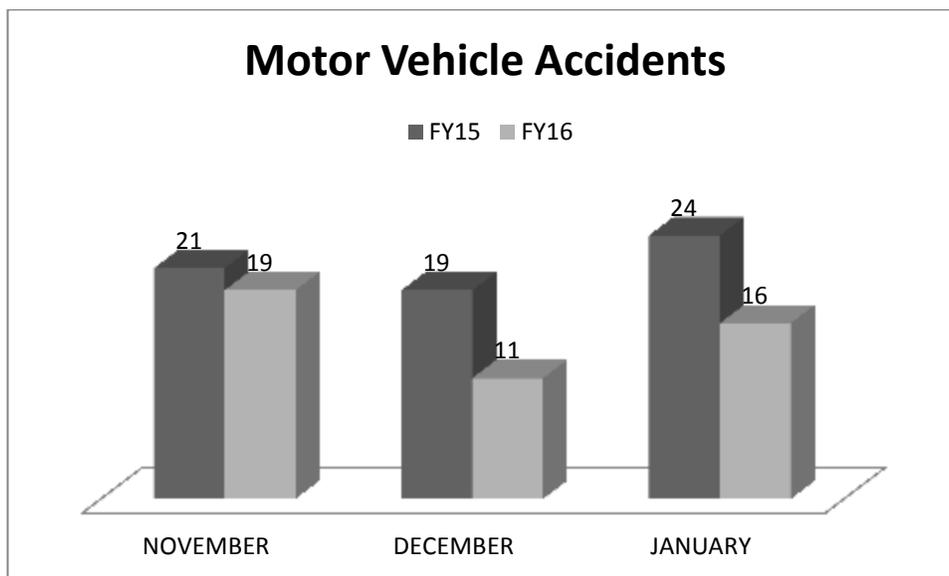


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MOTOR VEHICLE ACCIDENTS BY LOCATION – JANUARY 2016

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Hartford Avenue No.	4
High Street	1
Hopkinton Road	2
Main Street	2
Mendon Street	1
Nelson Street	1
Pleasant Street	1
South Street	1
West Main Street	2
West River Street	1



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TRAINING FOR POLICE & COMMUNICATIONS – JANUARY 2016

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Monthly EIP Training (Police) – Property and evidence control

CEMLEC Training – Officer Lupachini attended his monthly SWAT training event

LGBTQ Training – Chief Bradley and SRO Ambrosino attended a training seminar at WPI in Worcester for LGBTQ issues in the community and school.

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**EVENTS FOR JANUARY**

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Youth Recreation Night(s) – The Police Department partnered with the Recreation Commission will host Youth Recreation Nights on January 2, 9, 16 & 30 at BVT from 6-9PM. The Recreation nights were well attended with 250-350 youths attending each week. A special thank you to members of the department and Upton Youth Baseball for volunteering their time to make this program a success.

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**FUTURE EVENTS**

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Tri Valley Front Runners 15K – The TVFR Boston Marathon Tune up will take place on Saturday, April 2<sup>nd</sup> at 10:00AM. The race begins and ends at Nipmuc Regional High School

Run for their Future 5K - The race has a tentative date set for Sunday, April 10<sup>th</sup> at 10:00AM. The race begins and ends at Nipmuc Regional.

# Upton Fire and Emergency Medical Services Monthly Report



January 2016

## **Upton Fire – EMS Department Report January 2016**

The Fire and EMS Department responded to a total of 77 calls for service during the month; 49 EMS calls and 28 fire calls. Of the 49 EMS calls, ALS services were required for 30 of the incidents.

### **Notable Incidents:**

01/10/2016 Chimney Fire, 1 Tyler Road  
01/13/2016 Structure Fire – Electrical, 24 Main Street  
01/22/2016 Chimney Fire with extension, 24 Fiske Avenue.

### **Date                      Description**

The Upton Fire and EMS Department received and provided mutual aid to other departments during the month as follows:

### **Responded To:**

<b><u>Date</u></b>	<b><u>Description</u></b>
01/04/2016	Northbridge, BLS Ambulance
01/06/2016	Hopkinton, ALS ambulance
01/06/2016	Northbridge, ALS ambulance
01/09/2016	Northbridge, Engine – Structure Fire
01/22/2016	Northbridge, ALS Ambulance
01/23/2016	Hopedale, ALS Intercept

### **Received From:**

<b><u>Date</u></b>	<b><u>Description</u></b>
01/22/2016	Grafton Engine, Station Coverage

### **Fire – EMS Training:**

The Fire Department trained on the importance of reading smoke during structure fires. The color, volume and nature of smoke can provide much information during size up and throughout the duration of a fire. Members of the fire department trained and reviewed the elements of reading smoke. Fire Department members also reviewed ice rescue techniques to be used during ice season. This is a particularly concerning year for ice given the mix of warm and cold weather.

Our EMT's received training as part of a skills fair at their meeting on January 6<sup>th</sup>.

### **AFG Grants:**

The Assistance to Firefighters Grant Program (AFG) opened in December for 2015. The deadline to submit grants was January 15, 2016. As you are aware, we were successful in receiving a \$173,334 grant award for SCBA from this program last year. Every year the grant focus for AFG changes. Due to the competitiveness of this program, they recommended this year that agencies nationwide focus their attention on high priority equipment and apparatus replacements as determined by AFG. There is much planning and preparation that goes into applying for these grants.

Our Department was eligible to apply for grants in two separate areas this year, equipment and apparatus. Our emergency medical services ALS level monitor / defibrillators were determined to meet the criteria for high priority replacement due to their age. We purchased ours as re-manufactured units in 2014. We need to replace two units, one for Med 1 and one for Med 2 at a cost \$71,000. We applied for a grant to replace these units.

Our Tanker 1 far exceeds the AFG criteria for high priority replacement this year due to its age and repurposed use as a firefighting structural tanker. The vehicle is a 1977 ex-military chassis with an ex-military water tank that was built by our staff in the station in 2004. This truck serves as our first due water tanker for structural incidents outside of the hydrant district. We applied for a grant totaling \$295,000 to replace this vehicle with a new tanker meeting AFG's criteria. Both the monitors and the Tanker are shown on the Town's Capital Replacement Plan. The AFG program will likely begin awarding grants late this Spring.

### **Fire Receipts:**

It is interesting to note that we have already exceeded our projected revenue of \$8,000 for fire receipts from our budget submission for FY-16. In the first six months of FY-16 we have generated revenue of \$8023.29. We have seen a significant increase in residential 26F smoke / CO inspections required during real estate closings, likely due to an improved economy.

### **Incidents January 2015:**

EMS: 60 Calls

Fire: 33 Calls

Total Calls 93

Respectfully submitted,

Ron Goodale  
Fire – EMS Chief



# TOWN OF UPTON, MASSACHUSETTS

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## DEPARTMENT OF PUBLIC WORKS

January 11, 2016

RE: DPW Monthly Report for December 2015

### Operations:

1. Cemetery Division:
  - (2) burials /(1) Saturday burials
  
2. Parks Division:
  - Nothing to report
  
3. Forestry Division:
  - Removed a total of 10 diseased or dying trees from the public right of way:
    - Mendon Street and North Street
  
4. Highway Division:
  - Treated roads and sidewalks for two minor snow storm events 1/18 and 1/23
    - Budget expensed = \$97,238.44, budget remaining = \$112,761.44 as of 2/11/16
  
5. Water Division:
  - Water Consumption for November – 9.0 M.G./ daily avg. - 0.291 mgd. Increase of 0.13 M.G. from previous month. Our annual total gallons pumped: 131.6 M.G..
  - (3) Service leak and zero main breaks to report. Leaks location 30 Fisk , 11 Glen Ave, and 7 Hazeltine
  - (3) new water service connections inspected in December:
  - Submitted W/S monthly reports to MassDEP and EPA
  
6. Sewer Division:
  - Wastewater treated for November = 5.49 M.G., daily avg = 0.183 mgd, increase of 0.52 MG from Nov
  - Checked stations, nothing major to report at his time
  - Cleaned wet wells and grit chamber at WWTF
  
7. Stormwater:
  - Attended NEWEA Conference/ Stormwater Committee Meeting on January 25<sup>th</sup>.

### Projects:

1. TIP Project (Hartford Ave, High St, Hopkinton Rd
  - Presentation to CMRPC for Phase II on January 13, 2016
  
2. I/I Study – Working with CDM Smith to develop a project list based on the latest I/I report as well as previous investigation studies and reports – **No new developments this past month.**

**TOWN MANAGER**  
Blythe C. Robinson

**DIRECTOR OF PUBLIC WORKS**  
Vincent J. Roy.  
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3. Well Facilities Improvement Projects:
  - i. Glen Ave – KOH Tank –well taken off line, began disassembling piping at the station this past week.
4. Kiwanis Upper Parking Lot –
  - a. Voter approved funding at this past STM.
  - b. Next Planning Board Meeting scheduled for February 24, 2016 to seek approval of the project
5. VFW Playground – surveillance camera project – need to schedule a meeting in the near future, low priority project right now.... ***No new developments this past month.***
6. Clear Span Garage to be assembly postponed to the week of March 1st.

**Equipment Purchases:**

1. Dump Body for 10 Wheel Dump Truck – on hold until early spring. The body is at the dealership and will be installed after the snow season.

## **Report of the Library Director for January 2016**

DVD re-cataloging – Art of Carl Paulson – FY17 Budget

### **Circulation**

January circulation activity was 4,235. This is 2.9% higher than last month, and 4.0% lower than January of 2015. Circulation for the entire C/WMARS network was down 2.85% compared to last year. January continued the trend of book circulation being up 17%, while DVD circulation was down 18%.

Laptops: 2. Nooks: 1. Games: 28.

### **Unique Patrons**

January 2016: 1762 items checked out to 687 unique patrons.

### **Digital Content Use**

*BYKI*: 1 user for 1 hour.

*Overdrive*: eBook circulation to Upton patrons: 443, eAudio circulations: 175. This is a record high for both ebooks and eaudio circulation.

*Wowbrary*: We have 156 active subscribers to Wowbrary. (+1)

**New Patron Registrations**: 11 new patrons registered in January.

**New Items**: We added 253 items to the collection in January.

**Passport Applications**: processed in January: 24.

### **Programs**

*Library book group*: 8 people met on January 27<sup>th</sup>.

*Senior book group*: 9 people met on January 12<sup>th</sup>.

*Thursday storytime* 4 sessions, averaged 5 children.

*TinyTots lapsit* 4 sessions, averaged 4 children.

*Library Table*: 4 visits, averaged 5 patrons and 14 items.

*ESL classes*: 4 classes, averaged 2 students.

**Friends of the Library** –Meeting Thurs, Feb 11th, 10:30am.

### **Plans for Next Month**

- 1) Finish DVD reclassification
- 2) School vacation week events
- 3) Website review

### **Special Events**

STEM storytimes sponsored by Beginning Years Family Network

Bi Lingual storytimes in Spanish on Jan 7<sup>th</sup> and 8<sup>th</sup>, and French on Jan 15<sup>th</sup>.

### **Upcoming February Events**

Greg Maichack pastel painting workshop – Feb 18<sup>th</sup>

Library Week storytime and outreach at CoA on Feb 17<sup>th</sup>

STEM storytimes continue on Thursdays

### **Collection access improvements**

Work continues to implement the collection display improvements. All items except the DVD collection have been moved to their new location to prepare for our larger “new items” display area.

The DVD collection has been assigned to 18 different genre categories. Over the next month, staff will re-catalog and re-label the DVDs, and when complete, will move them to their new shelving location.

### **Shelf Mishap**

While moving items, one of our 6’ long shelving units tipped over. No patrons were involved, and Matthew was able to temporarily right the shelf and remove the items from it until new brackets could be installed securing the unit to a support pillar.

The unit tipped because it had too many items on it, combined with the slanted, uneven floor in the library. This incident was resolved safely, but it provides another example of the inadequacies of our current facility.

### **Planning and Design Grant**

The feasibility committee had an extensive discussion over two meetings evaluating our building design options, and ultimately voted to pursue only the Library-only option, abandoning the concept of a joint Library and CoA building.

Over the next month, the committee will focus on evaluating our two remaining site options, starting with appraisals, and then contracting for topographical and wetlands surveys, and test borings to look for ledge.

Matthew and Barbara Joslin are meeting with Rosemary Waltos from the MBLC on Feb 9<sup>th</sup> to review the current status of the design.

### **Art Displays**

For February, we are displaying photographs of stained glass windows and original watercolors by Carl Paulson, a Upton resident and renowned stained glass artist.

Thank you to Regina for organizing the display, and Stephen Paulson for loaning us the artworks.

### **Library Revolving Fund Budget Process**

I think this budget season is an appropriate time to ask the Town Manager and Finance committee to review how the Library revolving fund is accounted during the annual budget process. The Library fund is treated differently than all other revolving funds in town, and, in my opinion, the process penalizes efficient use of the revolving fund income. I have attached a draft letter regarding the fund for the Trustees to review.

### FY17 Budget

I will be presenting a final budget recommendation to the Trustees on February 1st. Since we approved the draft budget on Jan 4th, the Personnel Board has recommended an additional COLA increase for both FY16 and FY17.

My budget recommendations below assume that the additional 1% COLA for FY16 will be approved at the March town meeting. I then arrived at a requested wages for FY17 by adjusting to the 52.2 week year; applying a recommended 2% COLA for FY17; and applying our requested merit wage increases.

Non-wages line items are unchanged from my Jan 4<sup>th</sup> budget draft.

214	LIBRARY DEPARTMENT	FY-16 Total	FY-17 Requested	\$Change	%Change
215	Wages	180,412	184,872	4,460	2.47%
216	Salaries	4,750	4,750	-	
217	Other Expense Detail				
218	Library Materials	42,122	43,122	1,000	2.4%
219	Library Network Membership	8,266	9,162	896	10.8%
220	Miscellaneous Budget	9,960	9,960	0	0%
221	Miscellaneous Credit	(7,824)	(9,801)	(1,977)	-25.3%
<b>222</b>	<b>Total Departmental Expense</b>	<b>237,686</b>	<b>242,065</b>	<b>4,379</b>	<b>1.84%</b>

### FY17 Wages

LINE ITEM 215 Wages	FY-16 Total	52.2 weeks	FY-17 Requested	\$ Change	% Change
<b>Library Wages</b>					
Children & Young Adult Librarian (20.20)	42,352.20	42,190.55	43,878.17	1,525.97	3.6%
Circulation Clerk 1 (Jeffrey) (16.11)	16,044.88	15,983.64	16,303.31	258.43	1.6%
Circulation Clerk 2 (Lee Ann) (16.11)	16,044.88	15,983.64	16,303.31	258.43	1.6%
Circulation Specialist 1 (Susan) (17.69)	17,619.14	17,551.89	18,253.96	634.82	3.6%
Circulation Specialist 2 (Regina) (17.69)	17,619.14	17,551.89	18,253.96	634.82	3.6%
Library Director	68,345.26	68,084.40	69,446.01	1,100.75	1.6%
Library Page (10.20)	2,386.80	2,386.80	2,433.60	46.8	1.96%
<b>Wages</b>	<b>180,412</b>		<b>184,872</b>	<b>4,460</b>	<b>2.47%</b>



# TOWN OF UPTON, MASSACHUSETTS

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## COUNCIL ON AGING

Directors Report for January  
Respectfully Submitted February 1, 2016  
Janice Read Nowicki, Director

### ***Programs/Events Held During the Month of January***

- Craft Project with Miscoe Students
- Podiatrist Appointments
- Lunch Trip to Applebee's
- Men's Club Supper
- Friends of Rachel BVT Dinner
- Weekly Blood Pressure Checks
- Pen Pals Program- Memorial School
- Birthday Bash/Hat Day/Jessica's Engagement Party
- Senator Moore's Office Hours
- State Rep. Muradian's Office Hours
- Popcorn Social
- Coffee Social
- BVT Salon Visit
- Simple Seasonal Soups presented by Whole Foods

### ***Save The Date- February***

- February 5<sup>th</sup> Birthday Bash
- February 9<sup>th</sup> History of Chocolate
- February 12<sup>th</sup> Brain Healthy Lunch by Cornerstone
- Intergenerational Events for School Vacation
- February 16<sup>th</sup> Valentine's Day Party
- February 17<sup>th</sup> Library Table and Story Time
- February 19<sup>th</sup> Ranger Viola's Bird Talk
- February 29<sup>th</sup> Wedding Celebration

See The Upton Chronicle and the bulletin board opposite the rest rooms for more events.

### ***Library/COA Update***

The Library Feasibility Committee decided against pursuing a combined building for numerous reasons, mostly related to the cost and grant money available.

**COUNCIL ON AGING DIRECTOR**  
Janice Read Nowicki

**SOCIAL SERVICES COORDINATOR**  
Jessica D'Amato  
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T: 508.529.4559 • F: 508.529.1014

***Budget***

Staying on track for budget for 2016. Still waiting for Formula Grant to come in. Budget for 2017 has been submitted. The only changes were for anticipated increase in cleaning services and increase in Social Service hours from 37.5 to 40.

***Annual Report***

Council on Aging Annual Report has been submitted

***New Town Website***

The Town's new website is up and running. I am looking for volunteers to maintain it and assist in adding additional information. Take a look and give us input. [Uptonma.gov](http://Uptonma.gov)

Congratulations to Winona Bouthiette for finding the snowflake in the newsletter.

**CODE ENFORCEMENT DEPARTMENT - MONTHLY REPORT**

**JANUARY**

**2016**

**PERMITS ISSUED:**

	<b>CURRENT MONTH</b>	<b>F.Y.T.D.</b>
<b>Building Division: ***</b>	<b>28</b>	<b>239</b>
<b>Wiring Division:</b>	<b>22</b>	<b>173</b>
<b>Plumbing:</b>	<b>7</b>	<b>67</b>
<b>Gas:</b>	<b>10</b>	<b>76</b>

**REVENUES GENERATED:**

<b>Building Division:</b>	<b>\$ 11,699.10</b>	<b>\$ 103,883.73</b>
<b>Wiring Division:</b>	<b>\$ 2,220.00</b>	<b>\$ 16,904.16</b>
<b>Plumbing:</b>	<b>\$ 1,035.00</b>	<b>\$ 7,095.00</b>
<b>Gas:</b>	<b>\$ 715.00</b>	<b>\$ 5,540.00</b>

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**New Homes F.Y. To Date: 27**

## UCTV Monthly Update for January, 2016

### Purchased:

- 

### Repaired:

- 

### Scrapped:

- 

### Activities:

1. Web had 175 views from Town Website and a bunch more from Youtube sites.
2. Support agreement for Telvue Equipment support is extended for one more year.
3. Regular schedule of events with school committee, selectmen and Be My Guest are going well.
4. Server continues to remain stable and reliable.
5. Several towns in the area are looking at replacing their video servers as we speak. Each has expressed some difficulty with both service and uptime stability with present equipment. Most installations appear to be only two or three years old. Brands mentioned were Tightrope, Nexus and one other town now using Telvue. Several are planning to work with the vendor we chose for upgrades in Little Town Hall and most appear to have Telvue high on their server selection list so far. About 8 or 9 towns responded to a request for feedback on their experience from one town now ready to move forward with a change. I will be watching this story unfold!

Glenn Fowler, UCTV Local Access Provider