

**BOARD OF
SELECTMEN
MEETING
MINUTES**

March 3, 2015

Town Hall

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

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

3
4 **MINUTES**

5
6 To be reviewed at next meeting.

7
8 **DISCUSSION ITEMS**

9
10 **FY 2015/2016 Budget Discussion**

11 The Town Manager reviewed an updated list of warrant articles anticipated for the Annual Town
12 Meeting.

13
14 **INVITED GUESTS**

15
16 **Public Hearing – Class II License – Upton Getty**

17 Upton Getty (aka the BP Gas Station) has submitted an application to increase the number of
18 cars available for sale from the four that the Board has approved in past licenses. As required the
19 owner obtained approval from the ZBA at their meeting on the 18th.

20
21 Chairman Fleming opened the Public Hearing at 6:05PM and asked if the applicant Bassam
22 Younes was present. He was not. The Chair recessed the public hearing until the next meeting on
23 the 17th.

24
25 The hearing was recessed at 6:07PM.

26
27 **Public Hearing FY 2015/2016 Water & Sewer Rates**

28 Chairman Fleming opened the Public Hearing at 6:10PM.

29
30 The Board reviewed the rates for the enterprise fund budgets for both water and wastewater for
31 the upcoming year. With the change made at the November Special Town Meeting to the water
32 and wastewater bylaws, the Board imposed upon itself a public hearing process before the rates
33 are set. The Town Manager outlined the recommendation of the rate structure proposed which
34 will meet the obligations of both funds for next year.

35
36 The Chair recessed the public hearing until the next meeting on the 17th.

37
38 The hearing was recessed at 6:20PM.

39
40 **Discuss June 30, 2014 Auditor's Report**

41 The Town Accountant Kenny Costa was present at the meeting and reviewed the financial report
42 and management letter and answer questions pursuant to the audit.

43 Discuss Proposal by Normal Ringdahl – Town Hall Artwork

44 The Board discussed the presentation by Mr. Ringdahl about his recommendations for installing
45 artwork in the renovated Town Hall and chooses to proceed with the plan which will include
46 their recommendation that the color prints be of Upton.

47
48 **Motion #1:** Motion made by Selectman Picard to fund the Town Hall wall décor with the
49 beautification trust fund not to exceed forty thousand dollars.

50
51 Chairman Fleming, Majority Action of the Board.

52
53 Discuss Risteen Fund Request by MURSD Schools

54 The annual request from MURSD for funds from the Risteen C Trust to support their educational
55 activities, specifically the 1:1 iPad program was reviewed by the Selectmen. The request is
56 \$33,000 of the \$43,221.63 available in that fund. The Town Manager recommended that this
57 request be approved.

58
59 **Motion #2:** Motion made by Selectman Picard to fund the 1:1 iPad program request for \$33,000
60 from the Risteen Trust Fund.

61
62 Chairman Fleming, Majority Action of the Board.

63
64 Discuss Proposed Animal Control Bylaw

65 The Selectmen had asked for some research into the regulations approved by the Historical
66 Commission about dogs at Heritage Park. Those regulations indicate that dogs could be at the
67 park as long as they are leashed. Ms. Robinson mentioned at the meeting, the existing by law
68 prohibits dogs from Kiwanis Beach, the cemeteries, Town Green, Risteen Building lawn,
69 athletics fields and parks. The new version prohibits them from cemeteries and allows them at
70 Kiwanis Beach from October through May. The Selectmen asked that this be discussed at the
71 next meeting.

72
73 Discuss Proposed Nuisance Bylaw

74 Tabled until the next meeting.

75
76 Review Completed Eagle Scout Project – Mark LeClaire

77 Eagle Scout candidate Mark LeClaire was present to review the project he did to build a kiosk at
78 Heritage Park and signed off on his paperwork.

79
80 Discuss Response to the Historical Commission – 2 Grove Street

81 The Selectmen responded to a letter the Board received from the Historical Commission
82 expressing their concerns about the proposed demolition of this property. Selectmen Picard
83 refuted the claim that the Historical Commission was not notified of the intent for 2 Grove Street
84 and further corrected the Commission’s claim the funding for this came from the Community
85 Preservation Act fund. The Grove Street property was purchased with monies from the general
86 fund which had been earmarked specifically for the purpose of additional parking for Town Hall.

87
88 The Town Manager will draft a response to the letter to be reviewed at their next meeting.

89 Appointments to the Historical Commission
90 The Board considered two applications for appointment to the Commission which had been
91 delayed so all potential applicants were considered.

92
93 **Motion #3:** Motion made by Selectman Picard to appoint George Patterson to the Historical
94 Commission until the annual appointments in May.

95
96 Chairman Fleming, Majority Action of the Board.

97
98 **Motion #4:** Motion made by Selectman Picard to appoint Donna Desjardins to the Historical
99 Commission until the annual appointments in May.

100
101 Chairman Fleming, Majority Action of the Board.

102
103 Meetings with other Town Boards & Committees

104 Tabled until the next meeting.

105
106 Discuss Acceptance of a Gift from the Upton Police Association

107 Tabled until the next meeting.

108
109 **MANAGER'S REPORT**

110
111 The Town has had excellent experience under both the property and casualty and workers
112 compensation lines of coverage. Due to that MIIA has extended us a rate lock for both lines of a
113 0% increase in FY 16, and not more than 2.5% in FY 17. Ms. Robinson has executed that
114 agreement with them for this period.

115
116 A grant from MIIA of \$5,000 for loss control was awarded to the Town. The grant will be used
117 in conjunction with the funds approved at the Special Town Meeting for a DVR system to allow
118 the department to purchase additional equipment so that the camera systems installed Kiwanis
119 Beach, the VFW and Town Hall will be able to be monitored by the Communications Officers at
120 the Police Department.

121
122 Next week the Highway Department will begin the process of clearing sidewalks on Main Street,
123 starting approximately at Millhaus apartments and working towards Town Hall. Given the
124 amount of snow, and other tasks that may come up it is expected to take at least a week to
125 address this. Ms. Robinson thanked the residents for their patience over what has been a very
126 difficult month for all.

127
128 Town Hall has also experienced some issues; a leaking fan coil unit pipe above the Town Clerk's
129 Office created a leak that the contractor will now need to repair, as well as the ceiling and floor;
130 two issues with ice dams, one of which will be an insurance claim matter that has been reported.
131 As a result a crew was brought in to proactively remove remaining ice, and we'll be looking at
132 methods to avoid this problem in the future.

133

134 The Library Feasibility Committee held interviews this week to select an owner's project
135 manager to recommend to the Library Trustees. The firm chosen is Vertex Engineering.

136
137 An advertisement will be going out shortly for part-time communications officers (dispatchers)
138 in the Police Department.

139
140 The closing on the 2 Grove Street property is complete.

141
142 **MEETING LOOK AHEAD TOPICS**

143 Discuss Town Hall Usage fees.

144
145 **OTHER TOPICS NOT REASONABLY ANTICIPATED**

146
147 **RECOGNITION**

148 Selectmen Picard recognized Nipmuc Juniors Megan McElreath and Brooke Bukunt who hosted
149 a benefit breakfast at Nipmuc Regional High School as part of a DECA project. The girls are
150 competing at the state level, in the category of public relations.

151
152 Chairman Fleming thanked John Johnson and his team for taking the extra effort during this
153 difficult snow season.

154
155 **ADJOURN MEETING**

156
157 ***Motion #5:*** At 7:20pm motion was made by Selectman Picard to adjourn the regular meeting.

158
159 Chairman Fleming, Majority Action of the Board.

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161
162 Respectfully submitted,

163
164 Sandra Hakala
165 Executive Assistant