

**BOARD OF
SELECTMEN
MEETING
MINUTES**

May 5, 2015

Town Hall

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

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

3
4 **DISCUSSION ITEMS**

5
6 **Discuss 2015/2016 Budget**

7 The Town's override passed thus the Town will proceed with the budget proposed by the Board;
8 the only exception being what changes may come about if the MURSD School Committee
9 certifies a different budget since Mendon's override has failed. The Finance Committee will
10 meet after the MURSD School Committee and the Multi Board which plan to meet on Thursday,
11 May 21st with regard to budgets.

12
13 **MINUTES**

14
15 **Motion #1:** Motion made by Selectman Brochu to approve the May 5, 2015 Regular Session
16 Meeting Minutes as submitted.

17
18 Second: Selectman Fleming, Unanimous Chairman Picard.

19
20 **Motion #2:** Motion made by Selectman Brochu to approve the May 5, 2015 Executive Session
21 Meeting Minutes as submitted.

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23 Second: Selectman Fleming, Unanimous Chairman Picard.

24
25 **Motion #3:** Motion made by Selectman Brochu to approve the May 7, 2015 Regular Session
26 Meeting Minutes as submitted.

27
28 Second: Selectman Fleming, Unanimous Chairman Picard.

29
30 **RECOGNITION**

31
32 Chairman Picard recognized the residents of Upton for their passion and commitment to vote at
33 the recent annual town election and ballot vote on proposition 2 1/2. He also commended the
34 Bloomer girls on their yard sale that yielded \$2500 to be used for charitable doings in the Town.

35
36 **MANAGER'S REPORT**

37
38 Congratulations to Jessica D'Amato, the Social Services Coordinator at the Upton Center.
39 Jessica has become certified as a SHINE counselor, which means she is qualified to provide
40 guidance to seniors who have questions about Medicare health coverage. Through various
41 means, including volunteers, this service has been offered for a number of years, and Jessica has
42 added this knowledge to her skill set that will help better aid the Upton seniors.

43 Short term traffic challenges have resulted in repaving sections High Street and Hopkinton Road
44 with the “winter recovery pothole funds” released by the Governor this year for this purpose.
45 The repair to the damage done to Westborough Road this winter with the downed wire was also
46 made.

47
48 The State Senate version of the budget is out and it is largely the same as the Governor and
49 House versions, with a small increase in Library funding. A final version needs to be worked out
50 between all of the parties.

51
52 DPW Director Vincent Roy and the Town manager will be attending a CMMPO meeting at
53 which the committee will be working on what projects will be included in the 2016-2019 TIP.
54 We will be advocating for at least 1/3 of our project to be planned for 2018.

55
56 Representatives from MIIA met with retirees who receive their medigap health insurance through
57 the Town. They are transitioning on July 1st to a plan that is about ½ the cost of what is offered
58 now. The “Medex 2” plan takes advantage of the federal subsidy for Part D prescription drugs, so
59 that the Town and retirees do not have to pay quite as much. Both the medical and prescription
60 drug benefit levels of the plan will not change, just the way prescriptions are purchased. The
61 first year savings to the Town are about \$36,000 annually, but more importantly this should have
62 a very positive effect in lowering the future OPEB obligation because the cost of the insurance
63 obligation will be half what it is today.

64
65 **DISCUSSION ITEMS**

66
67 **Motion to Make Annual Appointments**

68 The Board made its appointments to various Boards and Commissions.

69
70 **Motion #4:** Motion made by Selectman Fleming to reappoint the following:

71

Kopelman & Paige, P.C	1X
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CENTRAL MA REGIONAL PLANNING DELEGATE

Gary Bohan	1X
James R. Bates Jr, Alternate Delegate	1X

DISABILITY AFFAIRS GRIEVANCE COORDINATOR

Janice Read Nowicki	1X
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GREEN COMMUNITY DESIGNATION COMMITTEE

Robert Jordan	1X
Brad Rolph	1X
Marcella Stasa	1X
William Taylor	1X

Land Stewardship Committee subcommittee of
Conservation

Scott Heim	1X
Michael Penko	1X
Marcella Stasa	1X
Bill Taylor	1X
Cathy Taylor	1X
Mary Overholt	1X

Open Space Committee sub committee of Conservation

Tom Dodd	1X
Rick Holmes	1X
Alan Miano	1X
Mike Penko	1X
Marcella Stasa	1X
Bill Taylor	1X

SENIOR WORK OFF PROGRAM COORDINATOR

Janice Read Nowicki	1X
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TREE WARDEN

Vincent Roy	1X
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TOWN HALL BUILDING COMMITTEE

Steve Rakitin	1X
Kelly McElreath	X

AFFORDABLE HOUSING TRUST (2 YEAR TERM)

Amanda Graham	2X
Richard Desjardin	2X

CABLE TELEVISION ADVISORY COMMITTEE (3 YEAR TERM)

George Mattingly	2X
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COMMUNITY PRESERVATION COMMITTEE (3 YEAR TERM)

Edward Darragh	3X
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CONSERVATION COMMISSION (3 YEAR TERM)

Alan Miano	3X
Scott Heim	3X

COUNCIL ON AGING (3 YEAR TERM)

Elizabeth Consigli	3X
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CULTURAL COUNCIL (3 YEAR TERM x2 - 1 yr off)

Shelly Ryan	3X
Jennifer Johnson	3X
Julie Johnson	3X

CUSTODIAN OF TAX TITLE PROPERTIES

Kenneth W. Glowacki (3 YEAR TERM)	3X
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DISABILITY COMMISSION (3 YEAR TERM)

Karen Intinarelli	3X
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FINANCE COMMITTEE (3 YEAR TERM)

Paul Flaherty	3X
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HISTORICAL COMMISSION (3 YEAR TERM)

George Patterson	2X
Joyce Heywood	3X
Jim Brochu	1X
Donna Desjardins	3X
Russell Wood	3X

OPEB TRUST COMMISSIONERS TRUST

Kenny Costa Town Accountant	1X
Ken Glowacki Treasurer/Collector	1X
Chair BOS	1X

REGISTRAR OF VOTERS (3 YEAR TERM)

Jane Snyder Gienger	3X
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ZONING APPEAL BOARD Associate Member

Joseph D. Laurie	3X
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72

73 Second: Selectman Brochu, Unanimous Chairman Picard.

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75 **Motion #5:** Motion made by Selectman Brochu to appoint Selectmen Fleming to the County
76 Advisory Board for 1 year.

77

78 Second: Chairman Picard, Majority Action of the Board.

79 Chairman Picard held the appointment of Charlie Pederson in order to consider changing the
80 position to an advisory role versus an appointed position and will discuss this him. This will
81 allow the funding to be managed in a timelier manner.

82

83 Review Board of Selectmen's Action Plan

84 Chairman Picard led the discussion on his proposed action plan for the coming year and
85 reviewed three versions of a flyer seeking resident's opinion on Town services. The Selectmen
86 will continue this discussion.

87

88 Discuss Schedule to Meet with Appointed/Elected Boards

89 The Selectmen have engaged in this and have been well received by other boards.

90

91 Motion to Approve Employee Appointments

92 The Selectmen considered the recommendations made by the Director of Public Works and the
93 Town Manager to appoint Scott Hennessey to the position of Water/Wastewater Supervisor. In
94 part they stated "Scott has over 15 years of experience in the wastewater area, having worked for
95 other Towns prior to Upton. Since joining us three years ago he has taken all of the required
96 classes and passed all tests to obtain the water licenses required for our operation. He is still
97 considered by the State to be a Water Operator in Training because he has not worked solely in
98 water for two years. He will have met this requirement in January, 2016. Nevertheless, he has
99 proven his ability to learn our systems and was selected to be the Acting Foreman in the absence
100 of his Supervisor the last several years."

101

102 **Motion #6:** Motion made by Selectman Fleming to affirm the recommendations of the Personnel
103 Board, DPW director and Town Manager to appoint Scott Hennessey to the position of
104 Water/Wastewater Supervisor.

105

106 Second: Selectman Brochu, Unanimous Chairman Picard.

107

108 The Selectmen then considered three appointments for seasonal laborers in the DPW.

109

110 **Motion #7:** Motion made by Selectman Fleming to affirm the recommendations Town Manager
111 and DPW Director to appoint Samuel Pirozzi, Anthony Gebo and Scott Capuzziello to the
112 position of seasonal laborers in the DPW waiving the fifteen day waiting period.

113

114 Second: Selectman Brochu, Unanimous Chairman Picard.

115

116 Motion to Approve Designer Selection Procedures

117 The Library Feasibility Committee is continuing to move forward to study the options for a
118 Library as funded by the State grant and the Town last year. With the Owners Project Manager
119 under contract, it is now time to begin the selection of the architect. This process is known as the
120 Designer Selection Procedure. A municipality needs to either have adopted its own procedure
121 that is acceptable to the State, or to have adopted the State's procedure. Upton has typically
122 followed the State's which has worked without incident. The Town Manager cannot confirm
123 that Upton has formally adopted this in the past and asked the Board's approval to do so.

124

125 **Motion #8:** Motion made by Selectman Brochu to adopt the Designer Selection Procedures as
126 discussed.

127
128 Second: Selectman Fleming, Unanimous Chairman Picard.

129
130 Execute BAN documents for Quint vehicle borrowing

131 At the 2014 Town Meeting a borrowing for the purchase of the used Quint Tower truck and
132 financed it under the State House Note program was approved. The note rolls over annually and
133 it is required that documents authorizing the borrowing be executed annually.

134
135 **Motion #9:** Motion made by Selectman Fleming to Execute BAN documents for the Quint
136 vehicle borrowing.

137
138 Second: Selectman Brochu, Unanimous Chairman Picard.

139
140 Discuss Summer Meeting Schedule

141 The Board set the summer schedule as follows:

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143 June 2/16/30
144 July 21
145 August 4/25
146 September 8/22

147
148 **EXECUTIVE SESSION**

149
150 **ADJOURN MEETING**

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152 **Motion #10:** At 8:17pm motion was made by Selectman Brochu to adjourn the regular meeting.

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154 Second: Selectman Picard, Unanimous Chairman Picard

155
156 Respectfully submitted,

157
158 Sandra Hakala
159 Executive Assistant