



# TOWN OF UPTON, MASSACHUSETTS

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## BOARD OF SELECTMEN

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: April 8 2016  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$ 89,759.72
- Expense Warrant: \$ 33,556.30

### For Your Information/Follow Up:

- Hopefully we've seen the last snowflakes for the year and we can turn out attention to spring. With that comes hydrant flushing which is due to begin on Monday.
- The heavy rain we had yesterday did impact us at the sewer treatment plant. We had a large inflow of rainwater into the plant that has caused some flooding because the systems could not manage the high flow rate. We have been able to pump it out and are assessing the equipment to see if we have any damage to repair. As is protocol, DEP has been alerted.
- The deadline to submit applications for the Conservation Agent and the Library Circulation Clerk are next Thursday, April 14<sup>th</sup>.
- The Attorney General's Office and the Board of Health were successful in court this week – a receiver has been appointed to take over the rehabilitation of the property at 14 North Main Street. That person has 30 days to submit a budget and plan to the court for approval, and as soon as that is granted work can begin. We're hopeful to see results begin at some point in May.
- A number of bids and RFP's are on our website at this time. They include:
  - Relocation of the building at #2 Grove Street. Interested parties will have until April 14<sup>th</sup> to submit proposals for the Town to consider.
  - Construction of the Kiwanis
  - Development of Financial Policies and Procedures – proposals for this state grant funded project are due April 26<sup>th</sup>
  - RFP to seek land for purchase by the Town for a future new Library – due May 19<sup>th</sup>
- Annual scholarships applications are also due next week on Wednesday, April 13<sup>th</sup>.
- The Insurance Advisory Committee met this week and is reviewing several different plan design changes that will bring with them deductible plans. It is a change that no one is excited about, but it will mitigate the increase in plan costs for the next fiscal year for employees and the Town. Depending on which plan is chosen, there is also the

**BOARD OF SELECTMEN**  
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James A. Brochu  
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opportunity for employees to pick limited doctor/hospital networks that is a further savings for those who want it.

- ClearGov is live! The website address is [www.cleargov.com](http://www.cleargov.com) where you can find actual budget data for Upton for FY 15 and comparisons of our data to other towns.
- On Monday, April 11<sup>th</sup> I will be attending a meeting of the Charlton Board of Selectmen. They are considering a change from Town Administrator to Town Manager and have asked the MMA's Form of Government Committee that I'm on to send two folks to speak about their roles in their towns and experiences. Joining me will be the Assistant Town Manager in Holden.