



# TOWN OF UPTON, MASSACHUSETTS

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## BOARD OF SELECTMEN

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: September 2, 2016  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$ 86,250.39
- Expense Warrant: \$ 209,332.58

### For Your Information/Follow Up:

- The demolition of #2 Grove Street took place on Thursday. The project went smoothly and the lot is cleared. We will be finalizing the approval from Conservation in the next week, and have site plan review with the Planning Board scheduled for September 13<sup>th</sup>. We are awaiting the cost estimate from the Engineer as to the parking lot, and will bring that to you for approval shortly.
- The home located at #60 School Street has been boarded up by an outside contractor, and at the request of an abutter, that yard has been treated for fleas. At the Finance Committee meeting on Wednesday night the Board approved \$6,000 from the Reserve Fund to pay for the costs of work carried out by the Board of Health for this project. Their preference regarding the expenses incurred by the Fire Department and payroll for Fire and Animal Control is taken up as part of a budget adjustment at the Special Town Meeting in November. Our social services staff continues to work with the owners to help them identify other housing opportunities.
- Bonnie Flink has resigned her position as the Recreation Director with the Town. She will be transitioning over the next two weeks as the Board begins a search for a new Director. We wish her well in her future endeavors.
- As you know, several years ago Upton won the "Best Voting Community" award from the Senator Louis Bertonazzi Foundation. This year's contest will end with the November Presidential election, and at this point Upton is at the top of the list with 32.99%. The prize for coming in first is a check for \$1,000 to be used towards election in the future. We'd love to come in first again and show Upton's dedication to citizenship!
- The preliminary draft of the Village Center Zoning Bylaw has been posted on the website. The Planning Board will be taking up a revised version at their September 13<sup>th</sup> meeting, and will schedule a public information meeting on the bylaw on Tuesday, September 27<sup>th</sup> to be held at the Nipmuc High School Auditorium. A letter inviting all property owners affected by this change will be sent out ahead of the meeting.

**BOARD OF SELECTMEN**  
James A. Brochu, Chairman  
Robert J. Fleming  
Gary Daugherty

**TOWN MANAGER**  
Blythe C. Robinson  
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- The Public Works Director and I are working on updated procedures and requirements for contractors that we hire annually for snow plowing operations. It has been strongly recommended by our insurer MIIA that our insurance requirements of past years do not adequately protect the Town against claims, and that our procedures to ensure all trucks are registered, insured, inspected and such needed to be refined. We will be holding a meeting with all of our contractors to brief them on the new requirements and assist them to be in compliance before winter begins.
- The matter of double utility poles continues to be an issue we are trying to resolve. National Grid is working to urge Verizon, Charter and another utility to relocate their equipment so that the poles can be removed.
- The gate has been installed at Heritage Park. When time permits DPW will have staff paint it so it fits in with the landscape a little more.
- I continue to remind everyone of the water restrictions that are in place as they are every summer. The hot dry weather has persisted and if you've noticed the local news, more towns are monitoring water use and ramping up restrictions. We have appreciated the changes residents have made to comply with the restrictions and ask that they continue to do so until there is some measurable rainfall. Thus, please remember that no outdoor watering is allowed except by hand from 9 AM – 5 PM.
- Monday, September 5<sup>th</sup> is Labor Day and as such Town Offices will be closed for the holiday.