

Board of Selectmen

Town of Upton



Massachusetts

BOARD OF SELECTMEN

Kenneth E. Picard, Chairman

James A. Brochu

Robert J. Fleming

TOWN MANAGER

Blythe C. Robinson

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Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: February 5, 2013
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 83,428.17
- Expense Warrant: \$ 136,968.55

For Your Information/Follow Up:

- The impending snow storm is very much on our minds and we are ready as it approaches New England. The DPW equipment is ready and plenty of supplies are on hand. The Police Department plans to have an extra dispatcher on hand for Friday, and we'll assess the need to continue this in to Sunday. The Fire Department is also well prepared, although the generator did not start on schedule this week and we haven't been able to get it fixed. We do have a portable unit of sufficient size on site this morning, and plenty of fuel. Given the expected severity of the storm, we encourage residents to be off the roads starting later today through the end of the storm, and if power is lost be prepared to go several days before it is restored.

We've learned that Northbridge has decided not to participate with the Red Cross to open a regional shelter, very frustrating last minute news. We have decided to open up the Fire Station to residents as a "warming center" in the event power is lost. They will be welcome to stop by, have some light snacks, charge cell phones and the like.

- We are pleased to let you know that the Police Department was successful in following up on a lead that led to an arrest yesterday of a man they believe is responsible for two housebreaks recently in Upton, as well as several others in neighboring towns. Some stolen items were recovered for our residents, and no one was hurt in the process of the arrest. We believe there are still some people out there who are responsible for some other break ins, but the department is actively working leads on those cases as well.
- Interviews should take place next week for the part-time and full-time dispatcher positions, as we would like to get those filled as soon as possible.
- The committee overseeing the ring down dispatch service for Hopedale met again this week to review calls and how we're doing one month in to this arrangement. We've had

about 100 calls and since the state made adjustments to how cell phone calls are relayed to us on behalf of Hopedale all is going well.

- The Town Accountant has given his notice of resignation effective at the end of the month. Please join me in wishing Fred well on his future endeavors. He brought a lot of good ideas to Upton, helped us improve our processes, and that shows in how smoothly our financial functions work in Upton these days. I have reached out to our surrounding communities to see if it is possible to share the function with another Town as we don't need a full time position and have had two communities express interest. If those do not bear out then we'll advertise the opening immediately.
- The Town Hall project continues to be one that is the focus of our attention. The Committee met this week to review the layouts for transaction counters for all offices that will have them, and discussed how we might utilize BVT students in completing some portion of this work. We also took a tour of the Holy Angels church building to consider whether or not it would make a viable temporary town hall. It appears that it would, and we're investigating it further. We had four different moving companies in to look at what needs to be moved out during construction to either our temporary location or storage. I'm pleased to report that the architect's original estimate of \$25,000 for moving appears to be realistic which is welcomed news considering quote we got over the summer that was for \$82,000.