

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: March 29, 2013  
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 78,726.07
- Expense Warrant: \$171,570.50

For Your Information/Follow Up:

- We have reviewed the new draft permit for the wastewater treatment plant. As you know, the State DEP issues a 10 year permit and it is time for Upton's renewal. We have 30 days to comment on the permit and plan to do so. The DEP has proposed changes to our disinfection limits in a couple of areas, as well as modernization of recording keeping (more done in electronic format), and implementation of GIS mapping. All in all the changes are not significant. While they will require some additional testing and process, there are no wholesale changes to how the plant operates. We do expect that 10 years from now when we are up for renewal again, DEP will at that time impose stricter limits that will likely mean changes or upgrades to our plant.
- On Wednesday we opened filed sub-bids for the Town Hall Renovation project. The results were a mixture of some divisions coming in over budget and others under. The architect and owner's project manager are investigating our options on some of the division bids, and the Committee will meet next week to review those options and perhaps make some further adjustments in the project scope. General contractor bids are due on April 9<sup>th</sup>.
- On Thursday I attended a meeting of the nine communities who are participating in the electronic permitting grant. We are finalizing an RFP that will go out to interested firms, and it is hoped that we will have a firm on board by the end of June, and that a full system will be up and running by the end of October.
- The Insurance Advisory Committee met this week to discuss the increase in health insurance rates in July of 10%, and the options available to us to mitigate that. For the past year our usage of the plan has been 150% higher than the amount paid in premiums for our group. The MIA Health Trust Board set a premium range this year of 0% - 10% and due to our experience we received the 10% amount. Actuarially, we would have received a 17.5% increase if we were rated on our own experience. The Committee discussed several options for plan design changes that would reduce this increase, and

will be discussing it with their groups over the next two weeks. We are set to meet again on April 10<sup>th</sup>. I have been asked by the Mass. Manager's Association to join a subcommittee called the form of government committee. The committee focuses on providing resources to communities thinking about changing their form of government. Being the first Town Manager in Upton and experiencing that change combined with my familiarity with other forms of government means I think I can be helpful for others who may be considering it.

- The Council on Aging held its first health fair next week for interested seniors on Wednesday. They were pleased that 30 – 35 folks turned up to participate. Thanks to the Board of Health for joining in this endeavor as well.
- The Glen Avenue Well Field is set to go on line again next week with the completion of the project to install new wells and make changes to the pump station itself.