



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: June 20, 2014
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 71,639.02
- Expense Warrant: \$ 138,975.06

For Your Information/Follow Up:

- The Town Hall project is a beehive of activity these days. Outside the water main on Warren Street is being replaced with ductile iron pipe as approved at Town Meeting. The crews found a wooden conduit for telephone wire which was interesting! The prep work for exterior painting is mostly complete, with just the northwest corner and restored window sashes to be started. You might note that the white trim is gone and replaced with the brown color that was specified. Inside the sprinkler work is finally reaching conclusion, and the hanging of wall board is mostly complete. The plasterers are busy in many areas putting up plaster so that it can be made ready for painters. The painters will be able to start work on the lower level next week. The glass walls are due the end of next week. Also due to start soon are the construction of the new interior staircase, and installation of wood door frames.
- We the auction of Ladder #1 on the public surplus auction site is up to three bids for \$4,000 so the reserve has been met. The auction ends on June 23rd.
- Construction to make the exterior repairs to the Police Station continues this week and is going very well. The repairs are almost complete except for the round windows. The replacement cornice is being installed – which is what was on the building when it was renovated 22 years ago (but taken down and replaced with a flat board at some point). White primer is being installed now, to be followed by the final stucco layer. We are obtaining pricing from the contractor to also do the repairs to the handicap ramp and railing, to see if we can't get that done within the dollars allocated.
- Applications have closed on the two Firefighter/Paramedic positions (24 applications), and Animal Control Officer (3 applications). We have also listed several part-time and/or temporary jobs to be filled: DPW summer laborers (2), COA Van Driver 8 hours/week, and fill-in DPW Department Specialist. We've also had a resignation of the COA Social Services Coordinator, so that will be advertised shortly.
- The Men's Club fireworks are this Saturday, June 21st. Mark your calendars!

BOARD OF SELECTMEN
Robert J. Fleming, Chairman
Kenneth E. Picard
James A. Brochu

TOWN MANAGER
Blythe C. Robinson
One Main Street • Suite 1 • Upton, MA 01568
T: 508.529.6901 • F: 508.529.1010

- Unfortunately we will not be moving forward to negotiate an inter-municipal agreement with Milford for nursing services. They have decided to stay with VNA as a provider of this, despite the fact that we believe we would have been able to offer more hours of staff time at a lower cost.
- We are in receipt of the fully executed purchase and sale agreement for the sale of the lot on Orchards Street. Thus we have deposited the initial payment for this, and the closing is planned to take place no later than September 3rd.
- We opened bids for roadway paving on Wednesday, with six bids received. The pricing was very competitive and thus we are looking at the pavement management plan to see if it is possible to add any scope of work to fully utilize the funds we have available.
- Also out for bid and due June 25th is a bid to provide the water department with meters consistent with the rest of the ones in our system. Both contracts should be ready for execution at your July 1st meeting.
- The Recreation Commission will soon be advertising their summer concert series! Taking advantage of the beautiful new pavilion at Kiwanis Beach, the first of series of concerts will be Sunday, July 13th at 5:00 PM. Hope to see you there.
- The Town Accountant has sent out his memos on year-end process. With just 10 days to go in the fiscal year, please take a moment to look that over and ensure that all invoices are turned in on time, encumbrances processed if needed, or call if you have any questions.