



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: August 9, 2013
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 92,438.07
- Expense Warrant: \$ 243,998.90
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For Your Information/Follow Up:

- The Governor has decided to release an additional \$50 million in funds for Chapter 90 projects, bringing the amount Upton will receive to what we've gotten the last few years (about \$319,000). While we're happy this has occurred, unfortunately it comes too late to necessarily add a paving project to what was bid. We will assess our other remaining projects, and may be able to add a chip seal project at some point. We of course are still hopeful that the Governor will release the remaining \$100 million that was agreed to by the legislature this year.
- On Tuesday we had our conference with Standard and Poor's about our bond rating for the Town Hall project bond issue. The call went well we believe, and we expect to have our rating affirmed and receive it on August 12th. The sale date is August 15th.
- If you haven't been to our website in a while then you've missed the lovely summer pictures that now replace the snowy ones that have been up for a while! Thanks again to photographer Rich Gazoorian for gathering some shots that show how wonderful Upton is in warmer weather.
- Another summer project related to the website is to create a town email address for each board and committee and begin using those rather than individual email addresses for each member. As you are well aware, State law requires that we maintain every email that is sent or received in the public domain. This means that besides every employee, every volunteer is held to the same standard. Because volunteers are using their personal addresses and may correspond with each other on committee business directly using those addresses, it is unlikely that we have a copy of all of them, and if there were to be an FOI request, those volunteers would be obligated to provide that information. In order to address this we will be creating a board/committee email address that each one should use, and it will be set up so that when that address is used, the email will forward to each individual address. That way the email will go through our server allowing us to capture and maintain it, and the volunteer will no longer have to be concerned about maintaining all email they send and receive. We've also had concerns expressed by some volunteers that they would rather not have their personal email addresses appear on our website, and this will resolve that situation as well.

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

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- The Library has obtained the report of the firm they brought in to do environmental testing in the building. The report contains recommendations to improve the air quality of the space, some of which were already planned with the interior renovation. The Trustees are planning to send out a meeting request to various boards who they believe ought to play a role in deciding next steps, and I anticipate that will be later this month.
- We are in the process of finalizing the invitation list for the opening of the 3rd well field on West River Street which as you know is planned for September 10th at 5 PM. We certainly want to include everyone who played a role in this process, so if you think of someone that Sandy or I might not know, please send it along. We'll be mailing post cards to each person on the list in the next week or so.
- Work continues on the Town Hall project. The contractor is continuing with demolition of interior spaces. They have found ledge in the basement which was anticipated, although the quantity was unknown during design. It is primarily in the back of the building. Some of it will need to be removed, other sections may be able to stay in place, and if so eliminate other work that was to be done if it was removed. The contractor, architect, engineer and OPM are all reviewing this to come up with a plan of how to approach it. We are also investigating the area of the basement where the old boiler was buried in place in the ground below the basement and covered with concrete. This area also needs to have the elevation lowered, and we're looking at the best way to accomplish that.
- From various news accounts we understand that the Milford Selectmen have decided to move forward and negotiate a host community agreement with Foxwoods Massachusetts for a casino in Milford. Should they be successful in that endeavor, the project will then go to the voters for a referendum question on whether or not to allow the project. Thus we will continue to stay involved in the planning process to ensure any impacts to Upton are realized and hopefully mitigated. To that end the DPW Director and I are planning to attend a meeting on Monday the 12th with the area planning agencies and the topics to be discussed include water, sewer and other infrastructure concerns.
- We are underway with our required update to our Other Post-Employment Benefits (OPEB) valuation. For us, OPEB is the cost of providing health insurance to retired employees now and into the future. We pay for those out of the operating budget now, but the number of retirees will grow over time, and we need to understand the future impact of that so we can budget for it. As you may recall, we completed our first valuation three years ago, and this is a required update to those figures.