



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: September 12, 2014
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 89,992.64
- Expense Warrant: \$ 165,818.35

For Your Information/Follow Up:

- We are coming to the finish line with the Town Hall renovation! As of today the gas service is in and major systems are being started and tested. The Fire Chief was on site for fire alarm testing today, and we anticipate a building code inspection on Monday, as well as final electrical and plumbing inspections. Furniture is being installed, floors are being finished, site work continues, and a multitude of small issues addressed. The contractor anticipates an elevator inspection next week so that can be operational.

We've selected a vendor for copy machines and have ordered two new ones to be leased for the ground floor and main floor. We'll be trading in our two existing copiers and will get a donated machine for the 2nd floor as well.

Plans are all set for the soft opening on Sunday the 21st. The program for the dedication on the 23rd goes to the printer on Monday, and rsvp's are flowing in from residents who plan to attend that event. Details on pictures, video loops, handicap parking for the event and more will continue to evolve next week.

- Please be advised that a major change is coming for all Charter cable TV subscribers. On October 14th, Charter will be closing out its analog TV channels and switching to all digital. This means that any subscriber that has been watching television using a cable hookup but without a cable box, will no longer be able to watch television. Charter, by license, is required to notify all subscribers 30 days before this happens, so that residents can obtain additional boxes to service the televisions that don't have them. We've already been notified of this change for the Town's accounts.
- Paving work was completed on Westborough Road, Plain Street and West River Street. The next round of work on River Street, Depot Street and Glen Ave (between Route 140 and Hartford Avenue South) is scheduled to begin on September 22nd.

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

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- The changes to the pumps and variable frequency drives at the 3rd Well Field on West River Street are in place and the plant is back up and running this week. That will be followed by a pump test to ensure that the new equipment meets its desired output.
- You may have noted the distribution of an announcement for the filling of the Recreation Director's position. Ms. Cortese resigned her position this week, so we've begun the recruitment process.
- The Upton Conservation Commission has been awarded a grant in the amount of \$4,982 by the Massachusetts Department of Conservation and Recreation – Forest Stewardship Program to fund the preparation of a Forest Stewardship Plan for approximately 330 acres of contiguous town-owned open space in the northern portion of Upton. The grant will allow the Conservation Commission to hire a licensed Massachusetts forester who will conduct a fairly detailed inventory of the forest characteristics and then prepare the Forest Stewardship Plan. The Conservation Commission will work closely with the selected consulting forester in the preparation of the Forest Stewardship Plan with an anticipated completion date of mid-January 2015