



# TOWN OF UPTON, MASSACHUSETTS

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## BOARD OF SELECTMEN

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: September 20, 2013  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$ 76,271.96
- Expense Warrant: \$ 69,337.38

### For Your Information/Follow Up:

- Notice has gone out on our website and through other channels to let residents know that the Veteran's Memorial (Moe Capastran) playground will be closed beginning Monday, September 24<sup>th</sup> for renovation. As you know CPA funds were approved at Town Meeting and those funds combined with generous donations from a number of sources will allow us to upgrade the playground for the future. DPW crews will be starting with removal of the existing equipment and the material under that so that construction can begin and finish this fall.
- The paving of School, Fisk Ave and a portion of Mendon streets is complete. The line painting crew will be in town to refresh all road lines at the end of this month.
- The bill has been filed in regard to State special legislation to confirm the Town's vote to change the Town Clerk's position from elected to appointed. Senator Moore's Office has told us that it is Senate Bill #1855 and it has been referred to the Municipalities Committee for a public hearing. We'll let you know its status as it moves through the process.
- We received word that the DOR has certified the Excess and Deficiency number (Free Cash to a Town) for the Blackstone Valley School district. For the year just ended that number is \$1,016,763. At Town Hall we are still working through the process of closing out FY 12/13 and submitting our paperwork to the State. That may not happen until mid-October, so it is unclear at this point whether Free Cash will be available as a funding source for the November Special Town Meeting.
- Work continues on the Town Hall project with the focus on the basement. Ledge removal is just about complete. Shoring has been installed in the basement supporting the main hall floor so that some of the other columns that need to come out and be replaced with steel can be safely removed. The shoring also allows for the old boiler to be demolished and removed out of the building. The insurance company providing the builder's risk policy was on site this week as well making an inspection. He found everything in order and raised no concerns that need to be addressed. Exterior masonry work has begun. The demolition work in the attic space and around the windows has

**BOARD OF SELECTMEN**  
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uncovered a large amount of bat guano. This will need to be removed and due to the methods that must be followed to do so safely it is expected to cost about \$15,000.

- We met with HRS Consulting to start the process to update the Town's classification and compensation plan. The salary survey will be conducted first, with the review of job descriptions to start in late October. A kick off meeting will be scheduled with all employees and with department heads to explain the process and get underway and employees will be furnished with questionnaires to be completed about their job duties.
- The Police Chief, Fire/EMS Chief, DPW Director and I met this week with both of the regional planning agencies to discuss the Milford casino project. The planning agencies are having one on one meetings with each of the surrounding community towns to talk about their issues in more depth so that they can clarify the information they need from Foxwoods Massachusetts and be able to provide us with analysis of the impact of the project on our town.
- The Library Board of Trustees has signed off on the items of work recommended by Vertex to address the odor in the Library and the work in the basement and outdoors to continue to improve the air quality for the entire building. The Library has also posted a notice of the air quality issues in the Library and on its website. The plan of action is to have the Library rug removed and wall along the Children's area taken out and replaced as part of the overall Library renovation project. The basement dehumidification project will be coordinated by BVT, and the outside work between myself and Public Works. We'll keep you apprised of the progress on this overall.
- I will be away from the office through Wednesday next week attending the International City/County Management Association annual conference in Boston. I'm looking forward to attending the educational sessions and exchanging ideas with my colleagues' right in our home town.