



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: September 26, 2014
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 85,684.86
- Expense Warrant: \$ 869,547.06

For Your Information/Follow Up:

- As the week started and I drafted this report it said it was being written at the temporary Town Hall. But in fact it's being finished in our renovated home at the historic Town Hall! We're grateful to have called Holy Angels church home for the last 15 months, but yesterday was moving day back to 1 Main Street, following a magnificent rededication ceremony Tuesday night. We now enter a new phase of the construction project, which is called punch list and close out. The architect and project manager are developing a list of items that are unfinished or not up to standard, for the contractor to remediate. We'll also be receiving training on the new systems, which will be under warranty for one year. The vendor we retained for the automatic keyless/doors still has work to do, and the new AV equipment is being installed this week (also a separate vendor). New copiers have arrived, and training takes place on those next week.

For those who might need an extra desk or filing cabinet, a number of pieces of surplus furniture have been put up for sale on the auction site we use (publicsurplus.com). While we are reusing a number of desks, chairs and cabinets in other town departments, we are trying to sell what we no longer need. Also listed are a number of Library items that are also no longer in use, and a police cruiser now out of service due to delivery of our newest one that was budgeted this year.

- We are continuing to move closer to approval by the State to start our paramedic level (ALS) ambulance service. Last week, our Medical Director at Milford Hospital sent a letter of support to the State regarding our application. Most importantly, the new paramedics hired by the Town have been cleared to practice, based upon their extensive background and licensing in this area. We hope to receive full approval shortly.
- By now Charter TV subscribers have received a mailing from the company regarding the major change from analog to digital television channels that will affect all Charter cable

BOARD OF SELECTMEN
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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. Charter will be providing one additional box for 1 year with no rental fee; all others will be subject to the monthly charge.

- The Board of Health included on its agenda this week a discussion about a nuisance by-law, which representatives of the Selectmen, Planning Board and Code Enforcement were present to discuss. It was a very fruitful discussion, and all present agreed that the draft presented was a good first start. That with some minor adjustments the group would like to put this forward at the next Annual Town Meeting for consideration.
- DPW was very busy with paving work this week. Depot Street was completed, Glen Ave (between Route 140 and Hartford Avenue South) has the binder coat of paving, and River Street has been reclaimed for paving to take place next week.
- Congratulations go out to the Board of Health and in turn all residents who have made recycling a priority over the last year. The Town has been awarded Recycling Dividend Funds in the amount of \$4,000 for its efforts to improve recycling, which in turn reduces solid waste disposal. The funds will be deposited in the general fund to be used as the town determines in the future.
- The recruitment process continues for the Recreation Director's position. Resumes and applications are being accepted through October 6th.
- Congratulations go out to Tracey Tardy for completion of a week long course in Assessing practices she took this summer. Tracey scored a 93 on her test and I'm sure her increased knowledge in the laws and regulations will be of great benefit to the Town. Good job Tracey!
- We've received notice that Blackstone Valley Tech has received approval from the Department of Revenue on their Excess and Deficiency ("E & D") balance for July 1, 2014. It has been certified as \$402,476. The Town Accountant and Treasurer are finalizing our records and should be submitting our information to certify Free Cash shortly.