



# TOWN OF UPTON, MASSACHUSETTS

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## BOARD OF SELECTMEN

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: October 10, 2014  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$ 96,805.69
- Expense Warrant: \$ 551,611.47

### For Your Information/Follow Up:

- We're enjoying our second week back at Town Hall. There is a lot going on with various subcontractors on site to continue with some work required, and address the punch list. All staff had a meeting on Wednesday to debrief on how the first week went, discuss issues and problems, and work out any changes that need to be made. The consultants continue to update the punch list, and will be adding items for the exterior of the building this week. For those who are waiting for key fobs to the building, we've completed the necessary electrical work so that the electronics can be installed, and we expect to have this resolved next week.

Part of project closeout is bringing back the furniture and records stored in containers at DPW. We had a records consultant come out this week to assess the status of the records, given the strong odor emanating from the storage container when it was opened. Without being able to open the boxes in some cases, he believes that the records have been compromised and will probably need some attention before they can be brought back to Town Hall. As you know, the storage conditions in the Town Hall basement were not good for years, and locking them in a storage container has not improved the situation. We're working on a plan to get non-records out of the container, an assessment of what must be kept or can be destroyed, and then how best to treat the remaining records before they are returned.

None of the items put up for auction were bid on, thus they have been relisted at lower prices and the new auction closes on the 15<sup>th</sup>. Hopefully Monday for the surplus office equipment as well as Library items that has been listed for sale.

- The Library Board of Trustees has selected a consultant to perform the feasibility study for the Library and is going through the contract negotiation process. They have also appointed a seven-member study committee that hopes to have its first meeting sometime this month.

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

**TOWN MANAGER**  
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- On Thursday I attended the Board of Health's meeting at which they had invited residents concerned about the pellet plant operation on Maple Avenue to attend to discuss this. The railroad was also invited and attended. Only the railroad was in attendance, yet a very good discussion was had about the actions being taken by the railroad to install equipment and noise reduction materials on the facility. There have been complaints from 4 -5 neighbors about the noise, particularly outside typical business hours. The work should be done early next week, and there will be a night time site visit to review sound levels after that. The railroad did indicate that they will be bagging pellets 24 hours/day at times, and that we should see increased rail traffic not only to Upton, but also through to Hopedale.
- I had a meeting with the head Planner from CMRPC last week to go over their progress thus far on an analysis of the downtown corridor along Route 140. The corridor stretches from the Main Street/Hartford Avenue North intersection to approximately the VFW. They are looking at how that is zoned, what opportunities and limitations there may be to encouraging development in this area, and options we may have. I've asked them to specifically target the parcels across from Town Hall to see what changes we could consider to facilitate growth.
- As you know, at the May 2013 town meeting the Town voted to allow participation in an energy aggregation program, specifically to join the Hampshire Council of Governments joint purchase of electricity. This has been an intensely involved process, and it is still winding its way through the State DPUC. We're hopeful that the hearings will be finalized in November and this process can move forward to bidding.
- On October 14<sup>th</sup> Charter TV subscribers need to have a digital cable box in order to be able to watch television. I would urge folks needing additional boxes to make arrangements for these before this date, to ensure they don't lose service if they don't have them installed in time.
- DPW paving work was completed on River Street last week. We have crack sealing to start next week, and road striping scheduled for October 30<sup>th</sup>.
- We received 11 applications for the Recreation Director's position and the Personnel Board meets next week to review those with the Commission. We also have advertised the COA Van Driver and applications for those are due by October 28<sup>th</sup>.