



TOWN OF UPTON, MASSACHUSETTS

BOARD OF SELECTMEN

Memo To: Board of Selectmen
From: Blythe C. Robinson, Town Manager
Date: October 24, 2014
Re: Town Manager's Weekly Report

Warrants:

- Payroll: \$ 83,529.55
- Expense Warrant: \$ 338,076.83

For Your Information/Follow Up:

- We continue to settle in at Town Hall. We had training this week in the building system controls – a major change from how the building ran in the past! The heavy rain event on Wednesday night caused a leak into the Treasurer's Office on Thursday morning that we are investigating. The punch list continues to be modified and work to address it happens every day. Of interest to a lot of people is the reopening of Warren Street. We are still waiting for the site contractor to come back to install the drainage and hopefully that will be done soon. Almost all of the door fobs have been distributed, and the system is working, though there are bugs to be resolved.
- You might be interested to know about a shared service we've put together with another Town that I hadn't mentioned before. Janice Nowicki, our COA Director has made arrangements with the Northbridge COA to share trips for seniors. This enables our residents to head out on more trips than we can organize on our own and it has been well received. Related to transportation we are fortunate to have a terrific volunteer assisting us with that. As you know we are recruiting for a new driver, but the bus is out and about daily anyway serving our customers.
- On Wednesday Jeff Thompson and I attended a meeting put on by the 495 Partnership with representatives from federal EPA regarding the new draft MS4 storm water permit. The purpose of the session was to review the highlights of this draft, and seek comments about it. Comments are due by the end of December, and the EPA estimates that the new permit will be effective as much as 2 years later. The permit affects all communities in Massachusetts and requires increased public education, mapping of all storm water piping and outflows, illicit discharge and detection monitoring, managing construction and post-construction runoff and pollution prevention. The officials said that the intent of these regulations was to further improve water quality where the original clean water act of 1972 had not met all of its goals. The EPA has identified storm water as the next major area to regulate to meet clean water goals. A positive for Upton is that we are an active member of the coalition of 30 area towns working

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together on some of the requirements that will allow us to achieve them at much lower cost. We are also fortunate to not have any watercourses, ponds or lakes that have been identified as in trouble, but we will need to keep an eye on the West and Mill Rivers. There will be increased cost to us to map our system, monitor it and take corrective action in some places, but it is too early at this point to know how much.

- The heavy rain event this week also caused an issue with the 3rd Well field on West River Street. We believe there was a lightning strike that damaged a chemical feed controller that needs to be replaced. We will be replacing it shortly and thankfully it is not a high cost item.
- An email went out this week to all supervisors and elected boards who conduct performance evaluations, making them aware of a training opportunity being put on by the Personnel Board. Bob Carnegie, who is an HR professional, will be leading training sessions in November on how to conduct an evaluation. It will be a great opportunity in the best practices, how to have the conversation go well, and other important tips.
- DPW road striping scheduled is scheduled for October 30th.
- We also have advertised the COA Van Driver and applications for those are due by Tuesday, October 28th.