

## Board of Selectmen

# Town of Upton

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# Massachusetts

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### BOARD OF SELECTMEN

Kenneth E. Picard, Chairman

James A. Brochu

Robert J. Fleming

### TOWN MANAGER

Blythe C. Robinson

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Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: November 16, 2012  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$124,353.52
- Expense Warrant: \$119,218.68

### For Your Information/Follow Up:

- We received some good news from MIIA this week regarding the renewal of the Town's Medex 3 health insurance that covers our retirees. The rates have gone down by \$26.09/month for calendar year 2013. As you know, the Town pays 50% of this cost for the 12 persons who have this coverage. The savings are estimated at \$1,879 over this next year.
- The process to fill the vacant position of Library Circulation Clerk is going well. We received 33 applications for the position. The Personnel Board qualified candidates for the position, from which six have been invited for an interview. We hope to fill this position in December and as you may remember it is for 15 hours/week.
- A meeting was held this week between myself, DPW and Bill Taylor regarding the scenic road by-law that Bill had circulated last spring. Bill wanted to meet with us to gain a better understanding of the Tree Warden's (Public Works Director) role in the process, and how the right of way of each road is determined. It was a productive meeting, however we informed Bill that for a number of streets that might be considered for scenic road status the Town does not have layouts, and thus the right of way is not clearly known. We will be investigating this further.
- Attached please find my monthly project status report which I would be happy to review with you at the meeting.
- I met with the Board of Health last week to discuss the noise complaints regarding the railroad, and the latest issue which is train engines that may be on site idling for more than 30 minutes. We agreed that the BOH would be the spokesperson on these issues, and they have responded to the complainants that the noise testing they have been doing shows that the activities at the railroad are not creating noise levels that are above what is allowed. We have been researching the issue of trains idling for more than thirty minutes with both the DEP and the FRA. We are trying to schedule a meeting with these agencies and the railroad in the next week or so in order to understand how the Upton yard

operates. That will enable us to determine whether or not there are violations of this regulation in the future.

- The DPW Director and I attended the Planning Board's meeting on Tuesday night. The Board wanted the opportunity to meet Jeff Thompson, and to discuss with us the rules and regulations they have for subdivisions, and the role of public works in that process. It was a very positive conversation, and we look forward to assisting the Board with recommendations on their regulations, and perhaps setting some standards for the work done by outside engineers that report to the Planning Board in the future.
- I need to make you aware that I anticipate that we will have a shortfall in the technology budget this year which will require a Town Meeting transfer, and perhaps a reserve fund transfer as well, depending on the date of the next STM. We have had two computers require replacement that weren't scheduled, as well as a quite a number of unscheduled calls for IT support for various reasons across a number of departments. Our hourly costs for support have been higher than budgeted as a result. Finally, we did an inventory of how many computers had battery backup UPS systems after we lost a computer in June due to a power outage, and found we needed to purchase a number of these units to make sure all of our computers were protected. I will keep you apprised on where we stand on this.