



# TOWN OF UPTON, MASSACHUSETTS

---

## BOARD OF SELECTMEN

Memo To: Board of Selectmen  
From: Blythe C. Robinson, Town Manager  
Date: December 6, 2013  
Re: Town Manager's Weekly Report

### Warrants:

- Payroll: \$ 76,633.47
- Expense Warrant: \$ 280,629.12

### For Your Information/Follow Up:

- We are in the process of preparing for submission a grant to the Federal AFG program (assistance to fire fighters grant) for replacement air packs for the department. You may recall that we had applied last year and was unsuccessful. The Chief has taken a different tack this year by "regionalizing" with Hopedale who has a similar need and submitting a combined grant. We may have a more compelling case this way given our demographics. It is quite a lot of work, but the outcome in obtaining funding for this equipment is tremendous.
- I learned this week that the permit for the development of the Rockwood Meadow subdivision on East Street contains a requirement that the developer purchase for the Town a handicap accessible bus for use by the COA. Given that the permit was approved in 2006 or so and the development did not move forward until now, this important item may have been forgotten, and in the meantime the Town did acquire a bus. I met with the developer this week and we mutually agreed to take some time to look into this, especially with a new COA Director starting in January. A good problem to have!!
- Work on Town Hall continues. The basement underpinning is about to begin. The steel beams are installed in the basement, and the temporary shoring is gone. Wood framing continues, and readying some areas of the basement for concrete to be poured. The CPC took a tour of the building on Wednesday night before their meeting and seemed very pleased with the progress to date.
- The "diagnostic team meeting" between the Grafton & Upton Railroad, the developer of the Crosswinds subdivision, the State and the Town to determine what safety equipment should be installed at the Station Street crossing that will be created as part of this subdivision has been scheduled for December 18<sup>th</sup>.
- It's budget time! This week I handed out to Department heads my budget memo for the FY 14/15 year, and reminded everyone that budgets need to be turned in at the end of the month so that I can get you our first cut by mid-January. It is also the time of year when performance evaluations get done and those are due at the same time.
- Chief Bradley and I had a meeting with the organizer of First Night Upton to go over the details of the events that night and plan for public safety. They have an exciting program

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

**TOWN MANAGER**  
Blythe C. Robinson  
One Main Street • Suite 1 • Upton, MA 01568  
T: 508.529.6901 • F: 508.529.1010

planned through Town, and things for all ages. They have begun selling buttons to raise funds needed, and we certainly hope that they are successful.

- The auction closed this week and all four items sold, for a total of about \$3,200. We hope to soon hold another one to sell the 10 wheel plow truck that we replaced with the truck we built this year. We're waiting for that to be delivered soon, as soon as the body comes in and is mounted on the truck.
- The Assessment Center for the COA candidates went well this week, and I fully expect to recommend a candidate to you at the meeting on December 16<sup>th</sup>.
- Applications for the position of Veteran's Director close on December 12<sup>th</sup>.